



CIRCULAR_THIRD CLASS COMMITTEE MEETING

Date :

The Third class committee meeting for the _____ Semester, M.Tech. /
M.Arch. / M.Sc. / MBA / MCA / MA
_____ (Specialization) is scheduled on
_____ (Day & Date), _____ (time) in the
_____ (Venue).

Agenda:

- Review of Course Plan, Second Assessment Performance, Attendance details
- Pre-registration details
- Any other matter

The following (course handling) faculty members and student representatives are requested to attend the meeting.

Sl. No.	Faculty	Student
1.		
2.		
3.		
4.		
5.		
6.		

Chairperson (Class committee)