

DIRECTOR'S SECRETARIAT

NOTICE: 178/2024

**NIGHT ATTENDANCE REPORT OF
STUDENTS IN HOSTELS**

1. Further to Notice No 175/2024 dt 22 Nov 2024.
2. **In-time for students in hostels is 10:00 PM** and the main entrance of the hostels will be closed at **10:00 PM**. It is noticed that students are visiting other hostels in late hours, absenting themselves from their respective hostel.
3. Students are **not permitted to go out of AIT Campus after 08:30 PM**.
4. **Attendance.** Students staying in hostel will mark their check-in attendance on biometric machine installed at entrance of every hostel regularly. They should compulsorily stay in their respective rooms after 10:30 PM. Procedures to be followed are as under:-
 - (a) Last time of entry in hostel/ gate closure time - 10: 00 PM
 - (b) Marking Check-in on biometric machine - 08:30 PM to 10:30 PM
 - (c) Allowed to roam within the hostel - Till 10:30 PM
 - (d) Failure to do marking attendance on Biometric machine - Treated as absent and attract fine of Rs 100/- per occurrence
 - (e) Regular failure in marking attendance - Strict disciplinary action including expulsion from hostel
 - (f) Surprise checking by hostel staff/ Duty JCO - After 10:30 PM onwards
5. Students availing library facility after 2200 hrs will follow the instructions given in Notice No 176/2024 dt 21 Nov 2024.
6. For strict compliance of all concerned.

File No : AIT/0075/Notice/Adm

Army Institute of Technology
Dighi Hills, Pune - 411015

Date: 27 Nov 2024

Distribution:-

Director } - For info please
Principal }
All concerned


(MK Prasad)
Col
Joint Director
For Director