



Notification

No. KIU-Acad 1(3)/2014/56060 The 40th meeting of Academic Council held on August 08 & 09, 2024 has approved the following OHT-retake Policy for graduate programs and undergraduate programs.

1. OHT Re-take for Genuine Absences: If any student missed the OHT for a genuine reason (situations beyond human control), they have the option to apply for an OHT re-take subject to approval of the concerned authorities. The student has to submit an application to Director, KGS routing through the concerned teacher, and provide a valid justification for his/her absence with solid evidence. Once their request is approved, they will be required to re-register for OHT by paying Rs. 1000/- per OHT to be eligible for the re-take.

2. OHT Re-take for Non-Genuine Absences: If a student missed the OHT without any genuine reason, they still have the chance to apply for an OHT re-take subject to the approval of the concerned authorities. The student must submit an application to the Director KGS routing through the concerned teacher. Once their request is approved, they will be required to re-register for OHT by paying Rs. 2500/- per OHT to be eligible for the re-take.

This will be applicable for graduate and as well as undergraduate programs.

Dated: August 27, 2024


Additional Registrar Academics

CC:

1. Personal Secretary to the Vice Chancellor
2. All Deans/Associate Deans
3. The Director QEC
4. The Director Academics
5. The Director KGS
6. The Controller of Examinations
7. All HoDs
8. The Acting Treasurer
9. Office Copy