



CLASS TIME, UNIFORM, ID-CARD, MANDATORY ATTENDANCE & DISCIPLINE

Dear Parent / Student,

Greetings from Lloyd Academic Community!

This is for the information of all the students of **Lloyd Law College & Lloyd School of Law all the batches of LL.B. / B.A.LL.B. / B.Com.LL.B. and LL.M.** that, Even Semester Feb. - May 2025 Regular Physical Classes of all the batches are held as per time and schedule.

Following points are of utmost importance and mandatory compliance by each and every student and parent for the uninterrupted functioning of academic process.

Class Time :: 08 AM, 10 AM, 12 Nn. ::

- Regular classes time each and every day in both campuses is **08 AM means 08 AM, 10 AM means 10 AM, 12 Noon means 12 Noon.**
- **We will close the entry gate of the law school / college both campuses premises at sharp 08 AM, 10 AM, 12 Nn. Daily.**
- **No student is allowed to enter the class late.** It is observed that, few students always arrive late by 08.01 - 08.05 & 10.01 - 10.05 and 12.01 - 12.05 and argue with the guard and other staff members. Late comers are directed to sit and read in the library / reading room area. Roaming around in the campus and outside will be punishable with gross indiscipline and destruction of academic culture of the law school/college.

ID - CARD ::

- It is Mandatory on each and every student to wear the college ID Card every time when you are in campus.
- There will be NO entry, having ID Card but without holder and string.

Dress Code for Weekdays Batch Regular Classes ::

- **Monday-Wednesday ::** Advocate Uniform without Band.
- **Tuesday-Thursday ::** Decent Formal Dressing, (No informal clothing).
- **Friday ::** College T-Shirt with Denim / Trouser.

Dress Code for Weekend Batch Regular Classes ::

- **Saturday ::** Advocate Uniform without Band.
- **Sunday ::** College T-Shirt with Denim / Trouser.

Regular classes & Attendance :: 80% physical class attendance in all cases ::

- **80% physical class attendance in regular classes is the minimum criteria for appearing in the University Examination failing which the University will not open the Exam. form of the attendance short students on their website and College will not approve the Even Semester examination form of the students to the university.** This will cause into the extension of one full year and delay in completion of the law degree on the debarred student.
- **Mandatory Attendance Regulations and Compliance :: [Attached here](#)**



- **First day -to- Last working day of the Semester** every attendance to be counted as **one** only. This will help us in having a clear view of exact physical attendance of students, for the purpose of scholarship. Also, opportunity of attaining 75% attendance to default students shall be taken care by Internal Assessment.
- Double attendance whenever counted or commuted shall only be considered for the purpose for Qualification to appear in University Examinations and shall not be counted as physical attendance for scholarship and attendance certificate.
- Only those **Exemptions** shall be included by respective course in-charges, which are submitted in the approved format (format to be shared shortly). **No exemptions through emails or signed applications shall be accepted, once the form is released.**
- Total Exemption of Internship (as per IP Rules), Moot, Debate, LIMA, CATALYST, Legal AID etc. (inclusive of preparation and competition) claimed by a student in a semester shall not exceed one month in any case.

Class Discipline ::

- No student is allowed argue with the teacher, staff, fellow students on anything.
- Talking among students in the classes without the due permission or suggestion of the teacher is not allowed.
- Going out of the class during the ongoing class for any purpose what soever, except to attend a medical emergency or natural call, is not at all permitted.
- No student is allowed to handle with the electric board / AC etc. without the due permission by the teacher of staff.
- All those students who are subjected to CDC proceeding are not allowed to attend the classed.
- Marking proxy attendance by anyone in the class will be amounted to the cancellation of the attendance of the perpetrator if caught, else the cancellation of attendance of the whole class or the cancellation of whole month attendance of the student whose attendance is marked in his absence.

Happy Learning!

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