

## Ideal Institute of Engineering

A.I.C.T.E. Approved & M.A.K.A.U.T. Affiliated Engineering College Opposite to Kalyani Shilpanchal Railway Station, P.O. & P.S. Kalyani, Dist. - Nadia, West Bengal, Pin-741235 Phone : 033 2502 5528 / 5629, Fax : 033 2502 5630

Ref No: 11E/PRIN/2025/113

Date: 26.04.2025

## **NOTICE**

All the faculty and staff members are being informed that they will be considering the attendance of students in following cases:

- 1. Participating in the institute functions/Events.
- 2. Representing the institute outside.
- 3. On any such co-curricular / extracurricular activity apropos to the approval of Hon'ble Principal.

For this the students are required to inform the faculty for attendance with approval document from the Hon'ble Principal's office.

Principal Ideal Institute of Engineering

Prof. (Dr.') Ashwini Kumar Sharma Principal Ideal Institute of Engincering

Cc to:

- I. Trust Office
- 2. Registrar Office
- 3. All Faculty & Staff
- 4. Guard File