



SANT BABA BHAG SINGH UNIVERSITY

Village Khiala, PO Padhiana, Distt - Jalandhar

Ref.No: SBBSU/26/1567

Date: 28.9.2026

OFFICE ORDER

Subject: Verification of NCC Attendance before Issuance of Examination Admit Card

It is hereby notified that all students enrolled as NCC Cadets are required to attend the prescribed NCC classes, parades, training sessions and other NCC activities regularly.

In order to ensure regular attendance, discipline and active participation of NCC Cadets, all concerned Deans/HODs are required to obtain verification/signature from Dr. Mohan Lal, Assistant Professor & NCC CTO, before issuing the Examination Admit Card to students enrolled in NCC.

The NCC Unit shall maintain and monitor the attendance of the cadets and provide the necessary verification based on their actual attendance and participation in the prescribed NCC activities.

All concerned are requested to ensure strict compliance with the above instructions.


Registrar

CTO

To:

1. Dean Academics
2. Controller of Examination
3. All Deans
4. All HoDs
5. Admission Cell, Examination Cell, CFAO Office, Librarian, T&P Cell
6. Chief Warden (Boys Hostel), Chief Warden (Girls Hostel)
7. Website In-charge – To upload at University website
8. Dr. Mohan Lal (UIH) Coordinator
9. All Notice Boards (Institutes) – For Students

Cc:

1. Hon'ble Chancellor office
2. Hon'ble Vice-Chancellor office