All the Deans of the Faculties,
All the Heads of the Departments,
The Prof. In Charge, RGSC Barkachha,
The Coordinators of the Schools/Centres,
The Principal, Mahila Maha Vidyalaya,
Banaras Hindu University.

Sir/Madam,

This has reference to the existing provision with regard to condonation from requirement of minimum percentage of attendance, for appearing in the examination and promotion to the subsequent semesters in case(s) of critical illness, as already approved by the Competent Academic Bodies, subject to the medical examination of such cases by the Medical Board constituted by the Director, Institute of Medical Science.

In this context, the Dean, Faculty of Medicine has observed that most of the medical certificates submitted by the students are not in accordance to the provisions laid down by the M.C.I. Therefore, he has suggested some corrective measures for ensuring that the medical certificate may be legitimate as per the provisions of M.C.I. In view of the above, I am directed to inform that the concerned faculty/department/centre/school/college may ensure that following information/actions have been taken care of before forwarding such medical certificate to the Central Registry.

1. Name of degree of the treating doctor.
2. Medical registration number from respective medical council.
3. Details of the diagnosis/protocol of the medical treatment and period of treatment.
4. The Medical certificate claiming relaxation in attendance must be submitted soon or maximum within 15 days after the patient/student is declared fit from their illness period.

This may be brought to the notice of all students in your Faculty/Department/Centre/School/College.

Yours faithfully,

Assistant Registrar (Academic)