



# मैत्रेयी महाविद्यालय MAITREYI COLLEGE

दिल्ली विश्वविद्यालय/ University of Delhi

बापूधाम परिसर, चाणक्यपुरी  
नई दिल्ली-110021

Bapudham Complex, Chanakyapuri  
New Delhi-110021

दूरभाष/ Tel. 91+ 9311331434

दूरभाष/ Tel. 91+ 9311331435

Email: maitreyi1967@yahoo.co.in

Ref. No. MT - \_\_\_\_\_

Dated:- 08.05.2026

## IMPORTANT NOTICE FOR FIRST, SECOND, THIRD & FOURTH YEAR STUDENTS

All the first, Second, Third and Fourth year students are required to check their attendance from the attendance portal of the college (i.e <https://maitreyicollege.in/Internet/Index.aspx>) and collect their Admit Card duly verified by the college, for 2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup> & 8<sup>th</sup> semester examination to be held in the month of May-June 2026, as per the schedule given below:-

### Fourth Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course All Science Courses	11.05.2026	10:00 am to 12:30 pm &	committee room window
2.	B.A. Prog., B.Com, B.Com Hons. B.Sc. Prog.	11.05.2026	2:00 pm to 3:00 pm	committee room window

### Third Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course All Science Courses	12.05.2026	10:00 am to 12:30 pm	committee room window
2.	B.A. Prog., B.Com, B.Com Hons. B.Sc. Prog.	13.5.2026	10:00 am to 12:30 pm	committee room window

### Second Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course All Science Courses	14.05.2026	10:00 am to 12:30 pm &	committee room window
2.	B.A. Prog., B.Com, B.Com Hons. B.Sc. Prog.	15.05.2026	10:00 am to 12:30 pm	committee room window

### First Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course All Science Courses	16.05.2026	10:00 am to 12:30 pm &	committee room window
2.	B.A. Prog., B.Com, B.Com Hons. B.Sc. Prog.	18.05.2026	10:00 am to 12:30 pm	committee room window

Cont. Page No. ....2....



# मैत्रेयी महाविद्यालय MAITREYI COLLEGE

दिल्ली विश्वविद्यालय/ University of Delhi  
Page No. -2

बापूधाम परिसर, चाणक्यपुरी  
नई दिल्ली-110021  
Bapudham Complex, Chanakyapuri  
New Delhi-110021

दूरभाष/ Tel. 91+ 9311331434  
दूरभाष/ Tel. 91+ 9311331435  
Email: maitreyi1967@yahoo.co.in

The students under short of attendance must follow the schedule & instructions given below.

## Fourth Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course All Science Courses	11.05.2026	10:00 am to 12:30 pm & 2:00 pm to 3:00 pm	NSB Seminar Hall
2.	B.A. Prog., B.Com, B.Com Hons. B.Sc. Prog.			

## Third Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course	12.05.2026	10:00 am to 12:30 pm 2:00 pm to 3:00 pm	NSB Seminar Hall
2.	B.A. Prog., B.Com, B.Com Hons, B.Sc. Prog.	13.05.2026	10:00 am to 12:30 pm 2:00 pm to 3:00 pm	NSB Seminar Hall

## Second Year

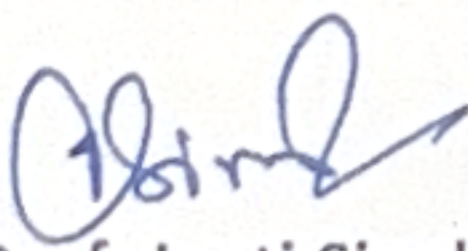
S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course	14.05.2026	10:00 am to 12:30 pm 2:00 pm to 3:00 pm	NSB Seminar Hall
2.	B.A. Prog., B.Com, B.Com Hons., B.Sc. Prog.	15.05.2026	10:00 am to 12:30 pm 2:00 pm to 3:00 pm	NSB Seminar Hall

## First Year

S.No.	Course	Date of Distribution of Admit Card	Timings	Room No.
1.	All Hons. Course All Science Courses	16.05.2026	10:00 am to 12:30 pm 2:00 pm to 3:00 pm	NSB Seminar Hall
2.	B.A. Prog., B.Com, B.Com Hons., B.Sc. Prog.	18.05.2026	10:00 am to 12:30 pm 2:00 pm to 3:00 pm	NSB Seminar Hall

\*Note:-

1. THE SCHEDULE IS TO BE FOLLOWED STRICTLY.
2. All 4th year 8<sup>th</sup> Semester students are required to produce their clearance slips duly signed by the concerned departments at the time of collection of Hall Ticket / Admit Card.
3. In case of any discrepancy in admit card please contact Mr. Sandeep Verma, in the Admn. Office.

  
Prof. Jyoti Singh  
Vice-Principal

- Copy to : 1. Student Notice Board  
2. Dealing Assistant  
3. Dealing Assistant short of Attendance

## INSTRUCTIONS OF SHORT OF ATTENDANCE STUDENTS

### First Year

Kind attention: Students with Short of attendance should follow the following instructions:

#### Students who are not members of any cultural society:

- 0 % attendance- No admit card will be issued.
- 0.01-40%- no admit card will be issued (subject to the discretion of Short of Attendance committee/Principal)
- 40.01-66.66% - Admit card would be issued after submission of undertaking (subject to the discretion of Short of Attendance committee)

#### Students who are members of any cultural society:

- 0 % attendance- No admit card will be issued.
- 0.01-40% attendance- Admit card would be issued Only if the parent comes with their ID card along with the student and her undertaking (subject to the discretion of committee members)
- 40.01% -66.66% attendance- Admit cards would be issued with student undertaking (subject to verification of society membership /participation duly signed by the concerned Convenor and discretion of Short of attendance committee)

### Second Year

Kind attention: Students with Short of attendance should follow the following instructions:

#### Students who are not members of any cultural society:

- 0 % attendance- No admit card will be issued.
- 0.01-40%- No admit card will be issued (subject to the discretion of Principal/Committee members)
- 40.01-66.66% - Admit card would be issued Only if the student is accompanied by her parent (with Id proof) and submit an undertaking (subject to the discretion of Short of Attendance committee)

#### Students who are members of any cultural society:

- 0 % attendance- No admit card will be issued.
- 0.01-40% attendance- Admit card would be issued Only if the parent comes with their ID card along with the student and her undertaking (subject to the discretion of committee members)
- 40.01% -66.66% attendance- Admit cards would be issued with student undertaking (subject to verification of society membership /participation duly signed by the concerned Convenor and discretion of Short of attendance committee)