



दीन दयाल उपाध्याय कॉलेज DEEN DAYAL UPADHYAYA COLLEGE

(दिल्ली विश्वविद्यालय) (UNIVERSITY OF DELHI)

दिल्ली रा. रा. क्षेत्र सरकार द्वारा 100% वित्त पोषित, 100% funded by Govt. of NCT of Delhi
सेक्टर -3, द्वारका, नई दिल्ली Sector-3, Dwarka, New Delhi – 110078

दूरभाष/Tel. 011- 41805580, 45051037, Website: <https://dducollegedu.ac.in>



DDUC/Attendance/2025/

Dated: 08.11.2025

NOTICE

All the students of semester I/III/V/VII are hereby informed that the Attendance (Theory/Practical/Tutorials) for the months upto **October 2025** of the academic session 2025-26 has been compiled.

To view the Subject wise/ Faculty wise attendance, students are required to take following steps:

1. Go to college web link i.e. <https://dducollegedu.ac.in>.
2. Select “Internal Assessment login” under “Important Website/links” on the home Page. This will take you to another portal of the college.
3. Select “Student” under login type.
4. Fill “Institutional Email ID” in Student User ID.
5. Fill your “College Roll No.” as User Password and click on Login Button.
6. Now you will see a message for change of password.
7. It is mandatory to change the password and will be responsibility of the students to keep it safe and secured.
8. After successful change of password, please click on “Login”.
9. Now you will see again the home page. Complete the process of login as mentioned in point No. 3 & 4 above and fill the new password as user password and click on Login Button.
10. Now your attendance portal will open. Click on “Attendance Tab”
11. Here you can see your Subject wise/Faculty wise Attendance Reports.

Students are required to check their Attendance and discrepancy, if any, should be brought to the notice of office via email attendance@ddu.du.ac.in only alongwith details of discrepancy and proof thereof, latest by Tuesday, **11.11.2025**.

No hardcopy of discrepancy application shall be entertained.

Sd/-

PRINCIPAL

Copy to: 1. Convenor, Website
2. Convenor, Attendance Committee
3. All Students Through E-mail