



**A.Y. 2023-24**  
**(Odd Semesters – BA.LLB/B.Com.LLB/LLB)**  
(Batches 2022-27/2021-26/2020-25/2022-25)

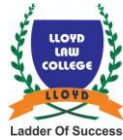
**July 31, 2023**

**Dear Student**

**Greetings from Lloyd Academic Community!**

**You are welcome to your respective new semester. As informed earlier, we shall begin with classes of your respective semester from 1<sup>st</sup> August, 2023. For the purpose of better coordination between you and the college in the matters of administration & the accounts, you are advised to take notice of the following and do as instructed:**

- 1. During 1<sup>st</sup> lecture of 1<sup>st</sup> August, teacher will distribute a FORM in your respective class-room;**
- 2. Fill necessary details in r/o your fee-payment in the FORM, and submit the same to the teacher taking III<sup>rd</sup> lecture of the day;**  
**Kindly take notice that you don't have to get the FORM verified by any person; that part in the FORM will be done by our team once you have submitted the FORM;**
- 3. Form is attached with this email; you may use print of the same as well from 2<sup>nd</sup> August onwards;**
- 4. In case, you fail to submit the FORM on 1<sup>st</sup> August to the teacher during III<sup>rd</sup> lecture of the day, you may submit the same at following place:**
  - BA.LLB (2020-25) & LLB (2022-25): Exam Cell, Ist Floor, Campus 01
  - BA.LLB/B.Com.LLB (2022-27/2021-26): Exam Cell, III<sup>rd</sup> Floor, Campus 02
- 5. From 2<sup>nd</sup> to 4<sup>th</sup> August, use print of the attached FORM, and submit the same at place mentioned above between 8.30 am to 3.30 pm; kindly don't do this exercise during lecture timings;**
- 6. This process must be complete by Friday of 4<sup>th</sup> August, 2023;**
- 7. Further, we will verify the fee-payment details submitted by you with our records; we will contact you if any discrepancy is found in the FORM submitted by you;**
- 8. Once, this process is complete, SECTIONS will be allotted to those students only who have complied with the given instructions and whose fee-payment gets validated with our records;**



**It means, students who have failed to submit the FORM by deadline, their names will not be there in the ATTENDANCE SHEET from the week starting from 7<sup>th</sup> August; this includes attendance-roll @ ERP as well;**

**It is clarified that, for Ist week, i.e., from 1<sup>st</sup> to 4<sup>th</sup> August, you may attend classes as per section allotted to you in your previous semester; and, from 7<sup>th</sup> August onwards, you will have to attend classes as per new allotment of the section that will be shared with you on Saturday of 5<sup>th</sup> August, 2023.**

**Hope to see you all in regular classes, additional courses, practical academics, skill-based opportunities and professional guidance of excellence & standard.**

**Dr. Mohd. Salim**

**Sr. Director & Dean**

**Lloyd School of Law, & Lloyd Law College**

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