

NOTIFICATION

As per the Mizoram University existing Rules which is followed by the College, a student shall be eligible to write the end semester examination only if he/she attained a minimum attendance of 75% in aggregate in all subjects. However, there are certain exceptional cases where students need to be absent from the classes. Such cases need to be addressed by the College, and, therefore, 'The Govt. J. Thankima College (Students' Leave) Rules, 2026' is prepared in the interest of the students concerned so that their academic careers are not adversely affected.

1. **Short title and commencement:** These rules shall be called 'The Govt. J. Thankima College (Students' Leave) Rules, 2026' and shall be effective with effect from the date of issue of notification in this regard.

2. **Definition:**

In these rules, unless there is anything repugnant in the subject or context:

- 1) *Application* means an application submitted by the students to the Principal supported by valid documents.
- 2) *College* means Govt. J. Thankima College, Aizawl, Mizoram
- 3) *College official programme* means those programme that are organized by the Government and College as to be notified/permitted by the Principal
- 4) *College recognized programme* means those programmes organized by other organisations body/entity which obtained the prior permissions approval of the Principal
- 5) *Close relatives* means those biological /adopted relatives not beyond the first cousins and their parents
- 6) *Family* includes Guardian and natural family.
- 7) *Leave* means the actual day(s) for which exemption from attending the classes are given to the students.
- 8) *Neighbour* means that family who resides within 250 feet radius from students' residence.
- 9) *Student(s)* means those student(s) who are admitted in the College
- 10) *Preparatory leave* means those leave permitted by the Principal to students for spending days for the preparation of programmes inside and/or outside the College
- 11) *Principal* means Principal of the Govt. J. Thankima College
- 12) *Valid document(s)* means those documents, materials, photographs, evidences, etc as the case may be that can establish/ proof the case as claimed by the students to support his application. Submission of mere application may not be considered by the Principal.

3. Admissibility of leaves: Leaves can be granted to students by the Principal on various grounds as under.

Sl. No	Kind of leaves	Within Aizawl	Outside Aizawl	Remarks
1	Death of family members	Not exceeding 5 working days	Not exceeding 7 working days	See Rule 2(6)
2	Death of closed relatives	Not exceeding 3 working days	Not exceeding 5 working days	See Rule 2(5)
3	Death of neighbour	Not exceeding 2 working days		See Rule 2(8)
4	Doctor consultation/ OPD	Actual day only		
5	Doctor consultation/ Re-visit	Actual day only		
6	Clinical Examination/ Laboratory Investigations	Actual day only		
7	Hospitalisation of the student	Inclusive of day of admission and discharge		Limited to not more than 20 days
8	Referred home	Actual days as prescribed by the Medical doctor		Limited to not more than 15 days
9	Suffering of terminal disease by close relative	Not exceeding 5 working days	Not exceeding 7 working days	See Rule 2(5)
10	Natural calamity	Not exceeding 5 working days	Not exceeding 7 working days	Limited to students concerned family
11	College official programme	Actual days		See Rule 2(3)
12	College recognized programme	Actual days		See Rule 2(4)
13	Preparatory leave for Official programme	Actual days		See Rule 2(10)
14	Special leave	As permission granted by the Principal		This excludes any matters relating to his/her personal/family matters

4. **Submission of leave application:** The absentee students who will apply for the leave(s) must submit the application within 5 days from joining the class.
5. **Adjustment of leaves granted:** The total number of leaves granted will be added to the total number of classes attended by students for the concerned month/ duration.
6. **Days to be converted into number of classes:** If leaves are granted for a particular day(s) to students, the day(s) will be converted into its equivalent number of classes which will be adjusted as per Rule 5.
7. **Ceiling of leaves taken:** Irrespective of kind of leaves taken by students, the total number of accumulated leaves shall not exceed 30 working days during a semester.
8. **Combining of leaves:** Different kind of leaves can be combined.
9. **Repeal and saving:** If the Principal is satisfied and found as deemed necessary, these rules may be suspended or repeal in part or whole by him. If such situation arises, the Principal shall put the reason in writing.

This repealed the Govt. J. Thankima College (Students' Leave Rules), 2023'

Sd/-
(Prof. JV. NUNCHUNGA)
Principal
Govt. J. Thankima College
Aizawl, Mizoram

Memo. A. 47011/1/2021-ITC, Dated Aizawl, the 8th September, 2026

Copy to

1. Coordinator, IQAC for information
2. Secretary, Admission and Examination Committee for information
3. All students for information
4. System Admin(ICT) for information
5. Notice boards
- d. All relevant files


(Prof. JV. NUNCHUNGA)
Principal
Govt. J. Thankima College
Aizawl, Mizoram