



Notice No. 1400 FMC (A)/26/ Date 25/03/26 /

All the Applicants under Nirmana Shramika Kalyana Yojana Edn. Asst. (Labour Card Scholarship) of this institution are required to submit attendance sheet along with all other relevant documents at College Counter No. 5 (Scholarship / CLC / Certificate Counter) for further processing (Validation) of their online applications as notified earlier vide this office Notice No. 1282 dated 18.03.2026. The students who have already submitted their forms are required to submit attendance sheet in the prescribed format duly signed by Department Head / Teacher at the earliest for the above purpose.

Non-compliance to above instruction will withheld the candidature of the student for the scholarship.


Principal, 25/3/26
F.M. Auto. College, Balasore.

Memo No. 1401 /FMC(A)/26/ Date 25/03/26 /

Copy forwarded to the Heads of the Departments / Co-ordinators of SFC, PPP Mode courses / Section Officer for information and necessary action. HODs / Co-ordinators are requested to circulate the above notice through respective department Whats app groups.

Copy to Miss S. Das, Programmer with a request to upload the above notice along with the format of attendance sheet for wide circulation among the students.


Principal, 25/3/26
F.M. Auto. College, Balasore.

ATTENDANCE FORMAT-2025-26

Name of the Applicant:-	
Class Roll No.:-	

Month & Year	No. of Instructional Days	Days Attended by Student
April, 2025		
May, 2025		
June, 2025		
July, 2025		
August, 2025		
September, 2025		
October, 2025		
November, 2025		
December, 2025		
January, 2026		
February, 2026		
March, 2026		
Total		

Signature of HOD / Department Teacher with Date
Full Name & Designation of the Officer