



Ref: ATMECE/PS/2024-25/295

Date: 27/05/2025

**CIRCULAR**

**Subject: Parent-Teacher meeting for First Year BE Students**

All first year BE students are hereby informed that a Parent-Teacher meeting is scheduled as follows:

**Date: 31-05-2025 (Saturday)**

**Time: 11:00 AM**

**Venue: Seminar Hall (Admin block-401)**

Students are instructed to inform their parents/guardians about the meeting and ensure their attendance without fail.

**Agenda for the meeting:**

1. VTU regulations regarding tests and examinations.
2. VTU regulations pertaining to attendance.
3. College regulations and policies.
4. Information about training and placement opportunities.
5. Interaction with the Principal.
6. Inquiry regarding student attendance and internal assessment marks.

**Copy to,**

- 1 Admin Office
- 2 Deans , HODs
- 3 IQAC
- 4 Notice Board

  
Principal  
**PRINCIPAL**  
ATME College of Engineering  
13th KM Mysuru-Kanakapura-Bangalore Road  
Mellahalli, MYSORE-570028