



ST. XAVIER'S COLLEGE JAIPUR

Nevta - Mahapura Road, Jaipur - 302029, Rajasthan, India

Affiliated to the University of Rajasthan

Approved under Section 2(f) & 12(B) of the UGC Act, 1956

A Christian Minority Jesuit Institution

Ref: SXCJ/ACAD/TIMINGS/2024-25/**0414**

22 August 2024

Reporting time for Faculty, Staff and Students

This is to inform all that the reporting time for Faculty, Staff and students are as follows:

1. House-keeping Staff : **7.30 am**
2. Office Staff : **8.00 am**
3. Faculty Members : **8.30 am**
4. Students (reporting at the gate) : **8.40 am**
5. In the Classroom for the Morning Prayer : **8.45 am**

No students will be allowed after this timing. Any late comers due to “**any valid reasons**” will be allowed only with the permission of the Vice principal.

Principal

**St. Xavier's College, Jaipur
Nevta-Mahapura Road, Jaipur**

Ref: SXCJ/ACAD/TIMINGS/2024-25/**0415-0418**

Copy forwarded to the following for information and necessary action:

1. Vice-principal, St. Xavier's College Jaipur
2. All Staff, St. Xavier's College Jaipur
3. Website Coordinator, St. Xavier's College Jaipur
4. Principal Office, St. Xavier's College Jaipur