

### Academic Calendar S3 MCA KTU, July 2017-Nov 2017

SI No	EVENT	DATE	Responsibility	Monitoring Authority
1	Registration	28 July	Office	Principal
2	Last Date of Registration with Fine	16 Aug	Office	Principal
3	Entry of students data in Eazy Campus	28 July	Dept Eazy Campus	IQAC
4	Commencement of Class Work S3,S5	2 Aug	Dean(UG)	Principal
5	Advisory meeting (9 am-10am)	2 Aug	Senior Advisor, Advisors	HoD
6	Schedule of Assignments	3 Aug	Senior advisor	Dept. Ac. Coordinator
7	Submission of course plan, CO-PO mapping, rubrics for CO evaluation, tutorial sheets	4 Aug	DAC	IQAC
8	Pre-requisite evaluation / diagnostic test for identification of at risk students	4 Aug	Faculty	HoD
9	First Class/ course Committee meeting	7 Aug	Senior advisor	Dept. Ac. Coordinator
10	Support classes for needy students , based on the diagnostic test	7-11 Aug (4 – 6 pm)	Faculty	Dept. Ac. Coordinator, HoD
11	Class assignment- I	14-18 Aug	Faculty	HoD
12	Independence Day	15 Aug		
13	First DAC meeting to evaluate the teaching learning process of the class and report.	22 Aug	DAC, HoD	IQAC coordinator, Dean(UG), Dean(PG), Principal
14	Online Faculty Evaluation 1	23, 24 Aug	HoD	Dean UG
15	Submission of first series QP	24 Aug	DQAC	IQAC
16	HoDs to provide QP to Examination office after scrutiny by the quality assurance cell of the dept	29 Aug	DQAC	IQAC
17	Onam Celebration	31 August	Dean Student Affairs	Principal
18	Monthly attendance publishing	31 Aug	Dept. Ac. Coordinator	HoD
19	Onam vacation begins , Bakreed	01 Sept		
20	Onam Vacation	01-10 Sept		
21	Reopening	11 Sept		
22	Sree Krishna Jayanthi	12 Sept		

23	Generation of internal hall ticket through Eazy campus	14 Sept	Dept. Ac. Coordinator	HoD
24	First Series Test	15- 19 Sept	Addl Chief Supdt	Principal
25	Sree Narayana Guru Samadhi	21 Sept		
26	Publishing of first series test marks/ Sending reports to parents	On or before 26 Sept	HoD/Senior advisor	Dean UG
27	Second DAC meeting (Review of TLP, Review of series test results & organise Remedial Class)	20-Sept	DAC, HoD	IQAC coordinator, Dean(UG), Dean(PG), Principal
28	Second Class Committee Meeting	22-Sept	Senior advisor	HoD
29	Soft skill training	22- 24 Sept	Placement Officer	Principal
30	Meeting with parents of students who failed in one or more subjects	26-Sept	HoD/ Senior advisor	Principal
31	Mahanavami	29 Sept		
32	Vijayadasami, Muharam	30 Sept		
33	Gandhi Jayanthi	2 Oct		
34	Class assignment- II	3-9 Oct	Faculty	HoD
35	Monthly attendance publishing	6 Oct	Dept. Ac. Coordinator	HoD
36	Faculty to provide second series test question paper	10 Oct	DQAC	IQAC
37	HoDs to provide QP to Examination office after scrutiny by the quality assurance of the dept	12 Oct	DQAC	IQAC
38	Student activity	-----Oct	Dean Student Affairs	Principal
39	Third DAC meeting to evaluate the teaching learning process of the class and report.	16 Oct	DAC, HoD	IQAC coordinator, Dean(UG), Dean(PG), Principal
40	Generation of internal hall ticket through Eazy campus	17 Oct	Dept. Ac. Coordinator	HoD
41	Deepavali	18 Oct		
42	Second Series Test	19-23 Oct	Addl chief supdt	Principal
43	Publishing of second series test marks	On or before 30 Oct	HoD/ Senior advisor	Dean UG
44	Class assignment- III	27-31 Oct	Faculty	HoD
45	Faculty Evaluation 2	4,5 Nov	HoD	Dean (UG)
46	Fourth DAC meeting (Review of TLP, Review of series test results & organise Remedial class)	8 Nov	DAC, HoD	IQAC coordinator, Dean(UG), Dean(PG), Principal

47	Retest/ Make up test	13-18 Nov ( 8 am)	HoD/ Senior advisor	Dean UG
48	Third Class/ course Committee meeting	20Nov	Senior advisor	Dept. Ac. Coordinator
49	Course Exit Survey	20Nov	Program Coordinator	HoD
50	Fifth DAC meeting (Review of TLP, Assessment of syllabus completion)	20 Nov	DAC, HoD	IQAC coordinator, Dean(UG), Dean(PG), Principal
51	Lab Examinations	20 - 23 Nov	Dept. Ac. Coordinator	HoD
52	Publication of Sessional Marks	22 Nov	HoD/ Senior advisor	Dean UG
53	DMC Meeting for final approval of Sessionals	23Nov	HoD	Dean UG
54	Last Working Day	24 Nov	UG Dean	Principal
55	Meeting of Internal Evaluation committee	24Nov	HoD	Dean UG, Principal
56	Submission of Sessional marks to KTU/Uploading in the University website	27 Nov	HoD	Principal
57	Commencement of University Exam	4 Dec	KTU	