

**Academic Calendar B. Arch
December 2016 - April 2017**

SI N o.	EVENT	S2	S8	S10	Responsibility	Monitori ng Authority
		DATE				
1	Registration	3 Jan - 11 Jan	5/12/16	1/12/16	Office	Principal
2	Submission of course plan, CO-PO mapping, assignment questions, series questions, rubrics for CO evaluation, tutorial sheets	3/1/17	6/12/16	1/12/16	DQAC	IQAC
3	Schedule of internal assessment	3/1/17	6/12/16	1/12/16	Faculty adviser	Dept. Ac. Coordinat or
4	Entry of students data in Eazy Campus	3/1/17	6/12/16	1/12/16	Dept Eazy Campus coordinator	Faculty adviser
5	Commencement of Class Work	4/1/17	7/12/16	2/12/16	Dean(UG)	Principal
6	Last Date of Registration with Fine				Office	Principal
7	Handover QP to Examination office after scrutiny by the quality assurance cell of the dept	23/1/17	23/1/17		DQAC	HoD
8	First class committee meeting	9/1/17	8/12/16	5/12/16	Faculty adviser	HoD
9	Annual Sports					HoD
10	Monthly attendance publishing		13/1/17		Dept. Ac. Coordinator	HoD
11	Faculty Evaluation 1	3/2/17	13/1/17		HoD	Dean (UG)
12	Review of Evaluation	6/2/17	16/1/17		Dean(UG), HoD, IQAC coordinator	Principal
13	First Series Test	6 - 9 Feb	1-3 Feb		Addl chief supdt	Principal
14	Publishing of first series test marks/ sending the report to parents	17/2/17	10/2/17		Faculty adviser	HoD
15	Second class Committee Meetings	20/2/17	13/2/17	5/1/17	Faculty adviser	HoD
16	Monthly attendance publishing	17/2/17	10/2/17		Dept. Ac. Coordinator	HoD
17	Arts Festival			Review 1	Union Adviser	Principal

18	Meeting with parents of students who failed in one or more subjects	By 20/2/17	By 20/2/17	(17/1/17)	Faculty adviser	HoD	
19	Review of series test marks and organise Remedial Class	20-23 FEB	13-17 FEB		Dept. Ac. Coordinator	HoD	
20	Women's Day	8 Mar			Women's cell	Principal	
21	Union Election				Principal	-	
22	Second Series Test	8-10 March	16-20 March		Addl chief supdt	Principal	
23	Faculty evaluation 2	20/3/17	20/3/17		HOD	Dean (UG)	
24	Review of evaluation	24/3/17	24/3/17		Dean (UG)	Principal	
25	Course Exit Survey	21/4/17	31/3/17		Faculty adviser	HoD	
26	Third class committee meeting	21/4/17	31/3/17		Faculty adviser	HoD	
27	Last Working Day	21 April	31 March		Dean (UG)	Principal	
28	Publishing of second series test marks/ performance along with attendance report in Eazy Campus	16/3/17	3/4/17		Review 2 (28/2/17)	Faculty adviser	HoD
29	Jury	18-19 APRIL	5-6 APRIL		Review 3 (4/4/17)	Dept. Ac. Coordinator	HoD
30	Retest for second series test	2-5 April	27-28 MARCH		REVIEW 4 (2/5/17)	DQAC coordinator	HoD
31	Publication of Sessional Marks	17 April	6/4/17		SUBMISSION (1/6/17)	Faculty adviser	HoD
32	Appeal on Sessional Marks/attendance report	21/4/17	7/4/17			DQAC coordinator	HoD
33	DMC Meeting for finalisation of Internals	19/4/17	7/4/17			DQAC coordinator	HoD
34	Application for condonation of attendance as per University guidelines	21/4/17	7/4/17			Attendance coordinator	Principal
35	Submission of Sessional marks to HODs/Uploading in the University website	24 April	10/4/17	Faculty adviser		HoD	
36	Commencement of University Exam	28 April	April	Controller of Examinations	PVC		

