

# MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES

Academic Calendar for July-December 2023  
For all Schools except SDS and Ist & IInd Year of SAHS-Physiotherapy

Modified Calendar Released on  
09-10-2023

Sr.No.	Activity	5th,7th Semester		3rd Semester		1st Semester		Responsibility
		From	To	From	To	From	To	
1	Start of Session	24-07-23		31-07-23		10-07-23		
	Orientation/Induction Program	24-07-23	25-07-23	31-07-23	01-08-23	10-07-23	28-07-23	
2	Result Analysis of previous semester	04-07-23	05-07-23	04-07-23	05-07-23	NA		Respective HoD
2.1	Course wise result analysis report and its ATR to IQAC	06-07-23		06-07-23		NA		Respective HoD
3	Identification and Approval of Open/Interdisciplinary Electives and value-added courses							
3.1	Submission of list of Open Electives/ Value Added Course, syllabus and Faculty-incharge with central MOOC Coordinator	03-07-23		03-07-23		03-07-23		Dept. Mooc Coordinator
3.2	Approval of Open Electives / Value Added Courses with syllabus and faculty in-charges by Dean Academics latest by	05-07-23		05-07-23		05-07-23		Central MOOC Coordinator
4	Submission of updated list of Mentors and Mentees to Associate Dean Academics	05-07-23		05-07-23		28-07-23		Respective HoD
5	Perspective plan/ Activity Calendar of the Departments and Centers/Sections of University (To be Shared with Dean Academic) latest by	09-06-23		09-06-23		09-06-23		Respective HoD/Center Heads
5.1	Notification of Advanced and Slow learners alongwith schedule of activities planned including remedial classes for slow learners	NA		NA		07-07-23		Respective HoD
5.2	Notification of University Central Activity Calendar for the semester on or before	23-06-23		23-06-23		23-06-23		Dean Academic
6	Academic Planning							
6.1	Preparation and submission of Teaching Load to Dean Acad. For approval	10-05-23		10-05-23		10-05-23		Dean's Office/ HoDs
6.2	Preparation of the Time Table	25-05-23		25-05-23		25-05-23		Dept. Time Table Incharge
6.3	Uploading of the Time Table and Teaching plan on EMS with information about Mode of Delivery by faculty members/ teachers	01-06-23		01-06-23		01-06-23		Dept. EMS coordinators
6.4	Mentor-Mentee sessions: Sharing of information about the coming session, courses and conduct of semester	17-07-23	18-07-23	24-07-23	25-07-23	During Student Induction Program		Respective Mentors
6.5	Undertaking from student to mentor about Credit Requirements, Minimum attendance Criteria etc.	17-07-23	18-07-23	24-07-23	25-07-23	During Student Induction Program		Respective Mentors
7	Course Registration							
7.1	Course Registration on EMS by students.	18-07-23	20-07-23	25-07-23	27-07-23	25-07-23	27-07-23	Students under supervision of respective mentors
7.2	Approval of courses registered by students on EMS	20-07-23	22-07-23	27-07-23	28-07-23	27-07-23	28-07-23	Respective HoD/Center Heads
8	Conduct of Classes, Feedback and Evaluation							
	Semester Orientation	24-07-23	25-07-23	31-07-23	01-08-23	NA		Respective HoDs/Center Heads
8.1	Classes (Monday to Friday) with continuous Class Assessment	24-07-23	08-09-23	31-07-23	08-09-23	31-07-23	08-09-23	Respective teachers under regular monitoring of HoDs/ Deans
8.2	First Sessional Tests	11-09-23	16-09-23	11-09-23	16-09-23	11-09-23	16-09-23	Respective HoDs in consultation with Deans and CoE
8.3	Course Delivery /Faculty feedback -1(Turn1) to be given by students	06-09-23	08-09-23	06-09-23	08-09-23	06-09-23	08-09-23	Dept. EMS coordinators
8.4	Date sheet/Schedule of the first sessionals to be notified by respective departments on or before	04-09-23		04-09-23		04-09-23		Respective Dean's Office, in consultation with CoE
8.5	Completion of Evaluation of first sessionals and posting of awards on EMS	18-09-23	20-09-23	18-09-23	20-09-23	18-09-23	20-09-23	Respective Faculty members
8.6	Notification of advanced and slow learners alongwith schedule of activities planned including remedial classes for slow learners, share info with IQAC	22-09-23		22-09-23				
8.7	Classes (Monday to Friday) with continuous Class Assessment	18-09-23	01-11-23	18-09-23	01-11-23	18-09-23	01-11-23	Respective Faculty members
8.8	Second Sessional Tests	02-11-23	08-11-23	02-11-23	08-11-23	02-11-23	08-11-23	Respective HoDs in consultation with Deans and CoE
8.9	Course/Faculty Feedback 2 (TURN 2) - To be given by students	31-10-23	01-11-23	31-10-23	01-11-23	31-10-23	01-11-23	Dept. EMS coordinators
8.10	Date sheet/Schedule of second sessionals to be notified by respective departments on or before	24-10-23		24-10-23		24-10-23		Respective Dean's Office, in consultation with CoE
8.11	Completion of Evaluation and posting of awards on EMS	09-11-23	10-11-23	09-11-23	10-11-23	09-11-23	10-11-23	Respective Faculty members
8.12	Classes with Revision and Doubt Clearing Sessions	16-11-23	22-11-23	16-11-23	22-11-23	16-11-23	22-11-23	Respective Faculty members
8.13	End of Semester Classes	22-11-23		22-11-23		22-11-23		
9	Deposit of Installment of Fee for AY 2021-22 upto	15-11-23		15-11-23		15-11-23		Individual Student
10	End Semester Examination its Preparation, Course Exit and Curriculum Feedback							
10.1	Submission of Complete Continuous Assessment/Internal Marks on EMS	02-12-23		02-12-23		02-12-23		HoD/Faculty
10.2	List of Eligible Students on the basis of required min. attendance on or before	24-11-23		24-11-23		24-11-23		Academics Office
10.3	List of Eligible Students on the basis of Continuous Semester evaluation on or before	24-11-23		24-11-23		24-11-23		Academics Office
10.4	Course Exit Feedback for CO Attainment, feedback on Curricula and Generic Facilities and SSS - To be given by Students () Feedback on Curricula - To be given by Faculty members	28-11-23	02-12-23	28-11-23	02-12-23	28-11-23	02-12-23	Respective Department EMS Coordinator under the supervision of HoD
10.5	End Semester Practical Examination	28-11-23	02-12-23	28-11-23	02-12-23	28-11-23	02-12-23	
10.6	Date sheet/Schedule for practical exams to be notified by respective departments on or before	22-11-23		22-11-23		22-11-23		HoD in consultation with Dean and CoE
10.7	Submission of awards of final practicals to CoE on or before	05-12-23		05-12-23		05-12-23		Department practical Exams coordinator
10.8	Submission of internal evaluation for Open Electives/Value Added courses to central MOOC Coordinator	03-12-23		03-12-23		03-12-23		Dept. Mooc Coordinator
10.9	Submission of continuous Assessment / Internal Awards to CoE on or Before	05-12-23		05-12-23		05-12-23		Respective HoDs in consultation with Dean
10.10	End Semester Theory Examination	06-12-23	22-12-23	06-12-23	22-12-23	06-12-23	22-12-23	COE

Sr.No.	Activity	5th,7th Semester		3rd Semester		1st Semester		Responsibility
		From	To	From	To	From	To	
10.11	Date sheet/Schedule to be notified by CoE on or before	23-11-23		23-11-23		23-11-23		COE
10.12	Completion of Evaluation and submission of marks to CoE on or before	26-12-23		26-12-23		26-12-23		Respective Supdt. Evaluation
10.13	Showing of Answer Sheets of End Semester Examnaion	28-12-23	29-12-23	28-12-23	29-12-23	28-12-23	29-12-23	Respective HoDs and their team
11	<b>Results and submission of outcome-reports of the semester</b>							
11.1	Results Declaration of semesters examination on or before	04-01-24		04-01-24		04-01-24		CoE
11.2	Submission of detailed reports of Value Added Courses conducted to IQAC on before	08-01-24		08-01-24		08-01-24		HoDs/ Deans
11.3	Submission of COMPLETE Course Files(with course Outcome attainment computation and analysis), to respective HoD and recommendations of DAC w.r.t. Course Outcome analysis report from HoD to office of IQAC.	10-01-24		10-01-24		10-01-24		Course Coordinators
11.4	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression ), ATR on Advanced and Slow Learners to respective HoD	10-01-24		10-01-24		10-01-24		Faculty Mentor
11.5	Submission of Mentorship report (Including their achievements, Academic Progression ), ATR on Advanced and Slow Learners by respective HoDs to IQAC	11-01-24		11-01-24		11-01-24		Respective HoD/Center Heads
13	<b>Start of next Semester</b>	08-01-24		08-01-24		08-01-24		
13.1	Notification of Academic Calendar for next Semester	04-12-23		04-12-23		04-12-23		Dean Academics

  
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9/12/23

HOLIDAYS 2023		
	Holiday	Date
1	Idul Juha	30-Jul-23
2	Independence Day	15-Aug-23
3	Raksha Bandhan	30-Aug-23
4	Janamashmti	06-Sep-23
5	Mahatma Gandhi	02-Oct-23
6	Maha Navmi	23-Oct-23
7	Dussera	24-Oct-23
8	Karvachauth	01-Nov-23
9	Diwali	12-Nov-23
10	Vishwakarma Day	13-Nov-23
11	Bhai Duj	14-Nov-23
12	GuruNanakDev Jayanti	27-Nov-23
13	Cristmas Day	25-Dec-23

**MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES**



**Academic Calendar for Jan-June 2024**

**For all Schools except SDS and Ist & IInd Year of SAHS-Physiotherapy**

Sr.No.	Activity	Responsibility	From	To
1	<b>Start of Session</b>		08-01-24	
2	<b>Result Analysis of previous semester</b>	Respective HoD	03-01-24	05-01-24
2.1	Course wise result analysis report and its ATR to IQAC	Respective HoD	06-01-24	
3	<b>Identification and Approval of Open/Interdisciplinary Electives and value-added courses</b>			
3.1	Submission of list of Open Electives/ Value Added Course, syllabus and Faculty-incharge with central MOOC Coordinator	Dept. Mooc Coordinator	04-12-23	
3.2	Approval of Open Electives / Value Added Courses with syllabus and faculty in-charges by Dean Academics latest by	Central MOOC Coordinator	05-12-23	
4	<b>Submission of updated list of Mentors and Mentees to Associate Dean Academics</b>	Respective HoD	06-12-23	
5	<b>Perspective plan/ Activity Calendar of the Departments and Centers/ Sections of University (To be Shared with Director IQAC) latest by</b>	Respective HoD/Center Heads	15-12-23	
5.1	Notification of University Central Activity Calendar for the semester on or before	Director IQAC	19-12-23	
6	<b>Academic Planning</b>			
6.1	Preparation and submission of Teaching Load to Dean Acad. For approval	Dean's Office/ HoDs	17-11-23	
6.2	Preparation of the Time Table <b>(in staggered manner so as to enable senior students with PSC to attend PSC classes alongwith juniors)</b>	Dept. Time Table Incharge	26-12-23	
6.3	Uploading of the Time Table and Teaching plan on EMS with information about Mode of Delivery by faculty members/ teachers	Dept. EMS coordinators	28-12-23	
6.4	Mentor-Mentee sessions: Sharing of information about the coming session, courses and conduct of semester	Respective Mentors	02-01-24	
6.5	Undertaking from student to mentor about Credit Requirements, Minimum attendance Criteria etc.	Respective Mentors	03-01-24	
7	<b>Course Registration</b>			
7.1	Course Registration on EMS by students for PSCs and regular courses	Students under supervision of respective mentors	03-01-24	05-01-24
7.2	Approval of courses registered by students on EMS	Respective HoD/Center Heads	06-01-24	07-01-24
8	<b>Conduct of Classes, Feedback and Evaluation</b>			
	<b>Semester Orientation</b>	Respective HoDs/Center Heads	08-01-24	
8.1	Classes (Monday to Friday) with continuous Class Assessment	Respective teachers under regular monitoring of HoDs/ Deans	08-01-24	23-02-24
8.2	<b>First Sessional Tests</b>	<b>Respective HoDs in consultation with Deans and CoE</b>	<b>26-02-24</b>	<b>02-03-24</b>
8.3	Course Delivery /Faculty feedback -1(Turn1) to be given by students	Dept. EMS coordinators	22-02-24	<b>23-03-24</b>
8.4	Date sheet/Schedule of the first sessionals to be notified by respective departments on or before	Respective Dean's Office, in consultation with CoE	19-02-24	
8.5	Completion of Evaluation of first sessionals and posting of awards on EMS	Respective Faculty members	02-03-24	05-03-24
8.6	Notification of advanced and slow learners alongwith schedule of activities planned including remedial classes for slow learners, share info with IQAC		04-03-24	
8.7	Classes (Monday to Friday) with continuous Class Assessment	Respective Faculty members	04-03-24	19-04-24
8.8	<b>Second Sessional Tests</b>	<b>Respective HoDs in consultation with Deans and CoE</b>	20-04-24	26-04-24
8.9	Course/Faculty Feedback 2 (TURN 2) - To be given by students	Dept. EMS coordinators	17-04-24	19-04-24
8.10	Date sheet/Schedule of second sessionals to be notified by respective departments on or before	Respective Dean's Office, in consultation with CoE	13-04-24	
8.11	Completion of Evaluation and posting of awards on EMS	Respective Faculty members	26-04-24	30-04-24
8.12	Classes with Revision and Doubt Clearing Sessions	Respective Faculty members	29-04-24	01-05-24
8.13	<b>End of Semester Classes</b>		01-05-24	
9	<b>Deposit of Installment of Fee for AY 2023-24 upto</b>	Individual Student	30-04-24	
10 (* for SLM-PG)	<b>End Semester Examination its Preparation, Course Exit and Curriculum Feedback</b>			
10.1	Submission of Complete Continuous Assessment/Internal Marks on EMS alongwith a copy to CoE	Faculty/ HoD/ Dean for compliance	03-05-24	
10.2	<b>List of Eligible Students on the basis of required min. attendance and Continuous Evaluation during Semester(min 25%) on or before</b>	Academics Office	04-05-24	

10.3	Course Exit Feedback for CO Attainment, feedback on Curricula and Generic Facilities and SSS - To be given by Students () Feedback on Curricula - To be given by Faculty members	Respective Department EMS Coordinator under the supervision of HoD	06-05-24	10-05-24
10.4	<b>End Semester Practical Examination</b>		06-05-24	10-05-24
10.5	Date sheet/Schedule for practical exams to be notified by respective departments on or before	HoD in consultation with Dean and CoE	29-04-24	
10.6	Submission of awards of final practicals to CoE on or before	Department practical Exams coordinator	13-05-24	
10.7	Submission of internal evaluation for Open Electives/Value Added courses to central MOOC Coordinator	Dept. Mooc Coordinator	03-05-24	
10.8	<b>End Semester Theory Examination</b>	COE	15-05-24	07-06-24
10.09	Date sheet/Schedule to be notified by CoE on or before	COE	30-04-24	
10.10	Completion of Evaluation and submission of marks to CoE on or before	Respective Supdt. Evaluation	12-06-24	
10.11	Showing of Answer Sheets of End Semester Examinaion	Respective HoDs and their team	14-06-24	15-06-24
<b>11(* for SLM-PG)</b>	<b>Results and submission of outcome-reports of the semester</b>			
11.1	Results Declaration of semesters examination on or before	CoE	18-06-24	
11.2	Submission of detailed reports of Value Added Courses conducted to IQAC on before	HoDs/ Deans	20-06-24	
11.3	Submission of COMPLETE Course Files(with course Outcome attainment computation and analysis), to respective HoD and recommendations of DAC w.r.t. Course Outcome analysis report from HoD to office of IQAC.	Course Coordinators	01-07-24	
11.4	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression ), ATR on Advanced and Slow Learners to respective HoD	Faculty Mentor	02-07-24	
11.5	Submission of Mentorship report (Including their achievements, Academic Progression ), ATR on Advanced and Slow Learners by respective HoDs to IQAC	Respective HoD/Center Heads	03-07-24	
12	<b>Start of next Semester</b>			
12.1	Notification of Academic Calendar for next Semester	Dean Academics	01-07-24	

<b>*For SLM-PG</b>				
<b>10</b>	<b>End Semester Examination its Preparation, Course Exit and Curriculum Feedback</b>			
10.1	Submission of Complete Continuous Assessment/Internal Marks on EMS alongwith a copy to CoE	Faculty/ HoD/ Dean for compliance	03-05-24	
10.2	<b>List of Eligible Students on the basis of required min. attendance and Continuous Evaluation during Semester(min 25%) on or before</b>	Academics Office	04-05-24	
10.3	Course Exit Feedback for CO Attainment, feedback on Curricula and Generic Facilities and SSS - To be given by Students () Feedback on Curricula - To be given by Faculty members	Respective Department EMS Coordinator under the supervision of HoD	06-05-24	10-05-24
10.4	<b>End Semester Theory Examination</b>	COE	06-05-24	20-05-24
10.7	Submission of internal evaluation for Open Electives/Value Added courses to central MOOC Coordinator	Dept. Mooc Coordinator	03-05-24	
10.09	Date sheet/Schedule to be notified by CoE on or before	COE	25-04-24	
10.10	Completion of Evaluation and submission of marks to CoE on or before	Respective Supdt. Evaluation	22-05-24	
10.11	Showing of Answer Sheets of End Semester Examinaion	Respective HoDs and their team	23-05-24	
<b>11</b>	<b>Results and submission of outcome-reports of the semester</b>			
11.1	Results Declaration of semesters examination on or before	CoE	27-05-24	
11.2	Submission of detailed reports of Value Added Courses conducted to IQAC on before	HoDs/ Deans	29-05-24	
11.3	Submission of COMPLETE Course Files(with course Outcome attainment computation and analysis), to respective HoD and recommendations of DAC w.r.t. Course Outcome analysis report from HoD to office of IQAC.	Course Coordinators	10-06-24	
11.4	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression ), ATR on Advanced and Slow Learners to respective HoD	Faculty Mentor	10-06-24	
11.5	Submission of Mentorship report (Including their achievements, Academic Progression ), ATR on Advanced and Slow Learners by respective HoDs to IQAC	Respective HoD/Center Heads	12-06-24	

  
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Expected list HOLIDAYS 2024		Date	Day
1	Republic Day	26-Jan	Fri
2	Maha Shivaratri	08-Mar	Fri
3	Holi	25-Mar	Mon
4	Idul Fitr	10-Apr	Wed
5	Ram Navami	17-Apr	Wed
6	Mahavir Jayanti	21-Apr	Sun
7	Bakrid / Eid al Adha	17-Jun	Mon