

MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES

Academic Calendar for the 2nd Semester Only (Feb.-Aug. 2022)

Sr.No.	Activity	From	To	Responsibility
1	Start of Classes	28-02-22		
	Pre Semester preparation work			
2	Result Analysis of previous semester	11-03-22	15-03-22	Respective HoD
2.1	Course wise result analysis report and its ATR to IQAC	16-03-22		Respective HoD
2.2	Notification of Advanced and Slow learners alongwith schedule of activities planned including remedial classes for slow learners	17-03-22		Respective HoD
3	Submission of updated list of Mentors and Mentees to Asso. Dean Acad.	25-02-22		Respective HoD
4	Academic Planning			
4.1	Preparation and submission of updated Teaching Load to Asso. Dean Acad. For approval by Dean Academics	16-02-22		Dean's Office/ HoDs
4.2	Preparation of the Time Table	21-02-22		Dept. Time Table Incharge
4.3	Mentor-mentee sessions: Sharing of information about the coming session, courses and conduct of classes	25-02-22		Respective Mentors
4.4	Uploading of the Time Table and Teaching plan on ERP with information about Mode of Delivery by faculty members/ teachers	21-02-22	23-02-22	Dept. EMS coordinators
5	Course Registration			
5.1	Course Registration on EMS by students.	23-02-22	24-02-22	Students under supervision of respective mentors
5.2	Approval of courses registered by students on ERP	24-02-22	26-02-22	Respective HoD/Center Heads
6	Conduct of Classes, Feedback and Evaluation			
6.1	Classes (Monday to Friday) with continuous Class Assessment	28-02-22	15-04-22	Respective teachers under regular monitoring of HoDs/ Deans
6.2	First Sessional Tests	16-04-22	22-04-22	Respective HoDs in consultation with Deans and CoE
6.3	Course Delivery /Faculty feedback -1(Turn1) to be given by students	16-04-22	22-04-22	Dept. EMS coordinators
6.4	Date sheet/Schedule of the first sessionals to be notified by respective departments on or before	01-04-22		Respective Dean's Office, in consultation with CoE
6.5	Completion of Evaluation of first sessionals and posting of awards on EMS	22-04-22	26-04-22	Respective Faculty members
6.6	Classes (Monday to Friday) with continuous Class Assessment	25-04-22	03-06-22	Respective Faculty members
6.7	Second Sessional Tests	04-06-22	10-06-22	Respective HoDs in consultation with Deans and CoE
6.8	Course/Faculty Feedback 2 (TURN 2) - To be given by students	04-06-22	10-06-22	Dept. EMS coordinators
6.9	Date sheet/Schedule of second sessionals to be notified by respective departments on or before	21-05-22		Respective Dean's Office, in consultation with CoE
6.10	Completion of Evaluation and posting of awards on EMS	10-06-22	14-06-22	Respective Faculty members
6.11	Classes with Revision and Doubt Clearing Sessions	13-06-22	15-06-22	Respective Faculty members
6.12	End of Semester Classes	15-06-22		
7	Deposit of Installment of Fee for AY 2021-22 upto	30-04-22		Individual Student
8	End Semester Examination its Preparation, Course Exit and Curriculum Feedback			
8.1	List of Eligible Students on the basis of required min. attendance on or before	17-06-22		Registrar's Office
8.3	Course Exit Feedback for CO Attainment and SSS - To be given by Students (feedback on Curricula and Generic Facilities) Feedback on Curricula - To be given by Faculty members	20-06-22	24-06-22	Respective Department EMS Coordinator under the supervision of HoD
8.4	End Semester Practical Examination	20-06-22	23-06-22	
8.5	Date sheet/Schedule for practical exams to be notified by respective departments on or before	06-06-22		HoD in consultation with Dean and CoE
8.6	Submission of awards of final practicals to CoE on or before	28-06-22		Department practical Exams coordinator




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Sr.No.	Activity	From	To	Responsibility
8.7	Submission of continous Assesment / Internal Awards to CoE on or Before	30-06-22		Respective HoDs in consultation with Dean
8.8	End Semester Theory Examination	27-06-22	11-07-22	COE
8.9	Date sheet/Schedule to be notified by CoE on or before	15-07-22		COE
8.10	Completion of Evaluation and submission of marks to CoE on or before	14-07-22		Respective Supdt. Evaluation
8.11	Showing of Answer Sheets of End Semester Examinaion	18-07-22	19-07-22	Respective HoDs and their team
9	Results and submission of outcome-reports of the semester			
9.1	Results Declaration of semesters examination on or before	23-07-22		CoE
9.2	Submission of COMPLETE Course Files(with course Outcome attainment computation and analysis), to respective HoD and from HoD to office of IQAC.	25-07-22	26-07-22	Course Coordinators
9.3	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression), ATR on Advanced and Slow Learners to respective HoD	27-07-22	28-07-22	Faculty Mentor
9.4	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression), ATR on Advanced and Slow Learners by respective HoDs to IQAC	29-07-22		Respective HoD/Center Heads
10	Internship/Training of 4Weeks	12-07-22	06-08-22	
11	Start of next Semester	08-08-2022 for FET 01-08-2022 for other than FET		
11.1	Notification of Academic Calendar for next Semester	15-07-22		Assc. Dean Academics

Total Semester Duration Days	80
Total Teaching Days	64
Number of Days for two Sessionals	12
Holidays	4

HOLIDAYS 2022			
	Holiday		
1	Republic Day	26-Jan-22	Wednesday
2	Maha Shivratri	01-Mar-22	Tuesday
3	Holi	18-Mar-22	Friday
4	Ram Navami	10-Apr-22	Sunday
5	Mahavir Jayanti	14-Apr-22	Thursday
6	Id-ul-Fitr	03-May-22	Tuesday


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