

Poornima Foundation, Jaipur

Academic Calendar for Even Semester (PCE, PIET & PGI) - Session 2017-18 (Subject to change in extra-ordinary situations)

(A) Administrative processes

S. No.	Activity/ Process	Day & Date
A1	First Joint discussion meeting of PCE, PIET and PGI	Tuesday, 12 th December, 2017
A2	Presentation of semester plan by Departments of PCE, PIET and PGI with PF Management	Thursday 7 th December, 2017- CSE, IT, ME and Civil Friday, 8 th December, 2017- EE, ECE, I Year and Campus
A3	Completion of appointment process on vacant positions	From Wednesday, 15 th December, 2017 to Friday, 17 th December, 2017
A4	Finalization of resources (Infrastructure, equipments, consumables, library, computer hardware and software)	Wednesday, 8 th December, 2017
A5	Declaration of syllabus for 1st and 2nd mid term exam for all classes	Wednesday, 8 th December, 2017
A6	Annual Picnic	Saturday, 9 th December, 2017 and Sunday, 10 th December, 2017
A7	Finalization & presentation of PMTPO plans and calendar of Mock drives for II and III year students	Thursday, 23 rd December, 2017
A8	Completion of all preparatory work in all campuses	Thursday, 14 th December, 2017
A9	Declaration of semester Activity calendar by each Department	Thursday, 14 th December, 2017
A10	Odd semester closing and Even semester Opening meeting of Faculty and staff with Campus Director	Saturday, 16 th December, 2017
A11	Discussion of semester plan by Departments with their students (for III & IV year students)	Monday, 18 th December, 2017 to 23 rd December, 2017
A12	Central level Faculty Training for new joinees	Tuesday, 2 nd January, 2018 to Thursday, 4 th January, 2018
A13	Discussion of semester plan by Departments with their students (for I & II year students)	Monday, 8 th January, 2018 to 13 th January, 2018
A14	Discussion on placement status and opportunities by PMTPO with their students (for III & IV year students)	Monday, 8 th January, 2018 to 13 th January, 2018
A15	Filling of online student feedback at campus level	Monday, 29 th January, 2018 to Saturday, 3 rd February, 2018
A16	Reporting to PF Management about inferences drawn from analysis of feedback and its discussion with department heads and also the remedial measures being taken for improvement	Saturday, 10 th February, 2018
A17	Second Joint discussion meeting of PCE, PIET and PGI	Saturday, 17 th February, 2018
A18	Academic Audit	From Monday, 5 th March, 2018 to 10 th March, 2018
A19	Mid Semester Presentation by Departments with PF Management	Wednesday, 14 th March, 2018- CSE & IT Thursday, 15 th March, 2018- ECE & EE Friday, 16 th March, 2018- ME & Civil
A20	Date of Distribution of college Magazines to students and staff	Saturday, 14 th April, 2018
A21	Finalization and declaration of Academic Calendar for Odd semester 2018-19	Monday, 2 nd April, 2018
A22	Start of Annual Appraisal Process	Second week of April, 2018
A23	Release of Training Calendar for Faculty and Staff Members	Saturday, 28 th April, 2018
A24	Submission of report of result analysis and Placement analysis	Saturday, 5 th May, 2018

A25	1. End Semester Presentation by Departments including details of utilization of department budget with PF Management 2. Formal closing of semester by publishing department's semester performance report in the form of newsletter and distributing a hardcopy of the same among students and faculty members after presenting first copy to management 3. Submission of semester completion report by Campus Director to Chairman, PF	Thursday, 17 th May, 2018- CSE & IT Friday, 18 th May, 2018- ECE & EE Saturday, 19 th May, 2018- ME & Civil
A26	Start of preparation for Odd semester 2018-19	Monday, 21 st May, 2018
A27	Finalization of resources (Infrastructure, equipments, consumables, library, computer hardware and software) and purchase order for Odd semester 2018-19	Saturday, 26 th May, 2018
A28	International/ National Conference on Engineering to be organized by each department of PCE, PIET and PGI	As per department planning

(B) Academic Processes

S. No.	Activity/ Process	B.Tech. II Sem.	B.Tech. IV Sem.	B.Tech. VI Sem.	B.Tech. VIII Sem.
B1	Date of Registration & start of regular classes for students	Friday, 5th January, 2018	Friday, 5th January, 2018	Monday, 18th December, 2017	Monday, 18th December, 2017
B2	Orientation programme	As per Department Schedule	As per Department Schedule	As per Department Schedule	As per Department Schedule
B3	Date of submission of question papers by faculty members to secrecy for 1st Mid-term	Saturday, 10 th February, 2018	Saturday, 10 th February, 2018	Saturday, 20 th January, 2018	Saturday, 20 th January, 2018
B4	Date of submission of question papers by secrecy to Dean Academics for 1st Mid-term	Saturday, 17 th February, 2018	Saturday, 17 th February, 2018	Saturday, 27 th January, 2018	Saturday, 27 th January, 2018
B5	Date of submission of question papers by Dean Academics to secrecy for 1st Mid-term	Saturday, 10 th March, 2018	Saturday, 10 th March, 2018	Thursday, 22 nd February, 2018	Thursday, 22 nd February, 2018
B6	Declaration of attendance defaulters indicating likelihood of debaring from 1st Mid-term exam	Wednesday, 21 st February, 2018	Wednesday, 21 st February, 2018	Monday, 5 th February, 2018	Monday, 5 th February, 2018
B7	Declaration of attendance defaulters to be debarred from 1st Mid-term exam	Saturday, 10 th March, 2018	Saturday, 10 th March, 2018	Thursday, 22 nd February, 2018	Thursday, 22 nd February, 2018
B8	I Mid Term Theory & Practical Exam	Monday, 12 th March, 2018 to Saturday, 17 th March, 2018	Monday, 12 th March, 2018 to Saturday, 17 th March, 2018	Friday, 23 rd February, 2018 to Thursday, 1 st March, 2018	Friday, 23 rd February, 2018 to Thursday, 1 st March, 2018
B9	Showing evaluated answer books of 1st Mid-term exam to students in respective classes	Wednesday, 21 st March, 2018	Wednesday, 21 st March, 2018	Wednesday, 7 th March, 2018	Wednesday, 7 th March, 2018
B10	Last date of submission of Evaluated Answer Books and Mark of First Mid-term Theory & Practical exam to Exam and Secrecy Cell respectively	Wednesday, 21 st March, 2018	Wednesday, 21 st March, 2018	Wednesday, 7 th March, 2018	Wednesday, 7 th March, 2018
B11	Last date for application by students for unmarked/ unchecked/ re-totalling of answer books of 1st Mid-term exam	Thursday, 22 nd March, 2018	Thursday, 22 nd March, 2018	Thursday, 8 th March, 2018	Thursday, 8 th March, 2018
B12	Submission of revised Award sheet by HOD to Exam Cell	Saturday, 24 th March, 2018	Saturday, 24 th March, 2018	Saturday, 10 th March, 2018	Saturday, 10 th March, 2018
B13	Dispatch of Mark-Sheets by mail, SMS and courier and display of marks on college Website	Saturday, 31 st March, 2018	Saturday, 31 st March, 2018	Saturday, 17 th March, 2018	Saturday, 17 th March, 2018
B14	Publication of RTU result analysis document with names of Top 5 students and other details by respective secrecy	Within 07 days after declaration of result			
B15	Date of submission of question papers by faculty members to secrecy for 2nd Mid-term	Saturday, 31 st March, 2018	Saturday, 31 st March, 2018	Wednesday, 7 th March, 2018	Wednesday, 7 th March, 2018
B16	Date of submission of question papers by secrecy to Dean Academics for 2nd Mid-term	Monday, 9 th April, 2018	Monday, 9 th April, 2018	Wednesday, 14 th March, 2018	Wednesday, 14 th March, 2018
B17	Date of submission of question papers by Dean Academics to secrecy for 2nd Mid-term	Saturday, 28 th April, 2018	Saturday, 28 th April, 2018	Friday, 6 th April, 2018	Friday, 6 th April, 2018
B18	Declaration of attendance defaulters indicating likelihood of debaring from 2nd Mid-term exam	Thursday, 5 th April, 2018	Thursday, 5 th April, 2018	Tuesday, 20 th March, 2018	Tuesday, 20 th March, 2018

B19	Declaration of attendance defaulters to be debarred from 2nd Mid-term and/or University Exams.	Saturday, 28 th April, 2018	Saturday, 28 th April, 2018	Friday, 6 th April, 2018	Friday, 6 th April, 2018
B20	Revision classes	To be declared later according to RTU Exam Schedule			
B21	Last Teaching Day*	Saturday, 28 th April, 2018	Saturday, 28 th April, 2018	Friday, 6 th April, 2018	Friday, 6 th April, 2018
B22	2nd Mid-term theory & Practical Exams*	Monday, 30 th April, 2018 to Saturday, 5 th May, 2018	Monday, 30 th April, 2018 to Saturday, 5 th May, 2018	Saturday, 7 th April, 2018 to Friday, 13 th April, 2018	Saturday, 7 th April, 2018 to Friday, 13 th April, 2018
B23	End-Term Practical Exams	To be declared later according to RTU Exam Schedule			
B24	Last Date of submission of Evaluated Answer Books and Marks of 2nd Mid-term Theory & Practicals to Secrecy Cell.	Saturday, 19 th May, 2018		Saturday, 28 th April, 2018	
B25	Last date of submission of common pool and DECA marks to Campus Director after publishing of the same for students.	Saturday, 19 th May, 2018		Saturday, 28 th April, 2018	
B26	Preparation leave for students	8 days before Start of University Theory Exams			

(C) Events and Activities

C1	Annual Alumni meet	January, 2018			
C2	District PCPNDT cell Activity- "Daughters are precious" under the aegis of WISE	As per availability of slots			
C3	Celebration of Republic Day & Faculty Felicitation Program	Friday, 26 th January, 2018			
C4	AAROHAN- 2K18	Wednesday, 31 st January, 2018 to Sunday, 4 th February, 2018			
C5	Activities under WISE	Monday, 19 th March, 2018 to Wednesday, 21 st March, 2018			
C6	Annual Non- syllabus project competition and Non- syllabus seminar competition at PF level followed by final presentation under Innovation Excellence Mission (IEM)	Thursday, 22 nd March, 2018 to Saturday, 24 th March, 2018			
C7	Hostel Fests	Last week of March			
C8	Mentorship Summit	Saturday, 31 st March, 2018			
C9	Industrial Visit	As per Department Planning			
C10	Social Activities by each Department	As per Department Planning			

(D) Holidays

D1	Compensatory Leave after Annual Picnic	Monday, 11 th December, 2017			
D2	Winter Break	Monday, 25 th December 2017 to Monday, 1 st January, 2018			
D3	Compensatory Leave after AAROHAN- 2K18	Monday, 5 th February, 2018			
D4	Holi	Friday, 2 nd March, 2018 and Saturday, 3 rd March, 2018			
D5	Ambedkar Jayanti	Saturday, 14 th April, 2018			
D6	Summer Break	Friday, 1 st June, 2018 to Saturday, 23 rd June, 2018			

"स्वच्छ भारत.. सम्पन्न भारत.."

***Subject to change as per RTU Exam Schedule**