

**G. L. BAJAJ INSTITUTE OF TECHNOLOGY AND MANAGEMENT, GREATER NOI****EVEN SEMESTER, SESSION : 2016-17****ACADEMIC CALENDER B.Tech. IV, VI, VIII / MCA IV, VI / MBA II, IV Semester**

JANUARY							FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7	8	9	10	11	12	13	14
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28				
W:24 (T:22, Other:2) H:7							W:24 (T:16, E:6, Other:2), H:4						
4 Jan : Registration & Commencement of Regular Classes							13 Feb to 18 Feb : Sessional Test - I (Syllabus-Unit 1&2)						
14 Jan: Saturday Off							24 Feb: Mahashivratri						
26 Jan : Flag Hosting Ceremony / Republic Day Celebration							25 Feb to 26 Feb : Sports Day						
MARCH							APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4	30						1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
W:24 (T:19, E:5), H:7							W:22 (T:18, E:4), H:8						
11 Mar: Saturday Off							1 Apr : Sessional Test-II ((Syllabus-Unit 1,2, 3 & 4)						
13 Mar to 14 Mar : Holi							4 Apr: Ram Navmi						
27 Mar to 01 Apr : Sessional Test-II ((Syllabus-Unit 1,2, 3 & 4)							14 Apr: Ambedker Jayanti / Good Friday						
							15 Apr: Saturday Off						
							25 Apr: Last Day of Teaching						
							27 Apr to 03 May : PUT Exam (Whole Syllabus)						
MAY							JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6	7	8	9	10	11	12	13
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	
W:27 (T:7, E:20), H:4							W:22 (Other:22), H:8						
27 Apr to 03 May : PUT Exam (Whole Syllabus)							3, 10, 17, 24 Jun : Saturday Off						
4 May to 10 May: Internal Practical Examination & Project Viva													
12 May : End Semester University Examination													
Total Working Days-143 (Teaching Days-82, Internal Exam Days-18, University Exam Days-20, Other Act. Days-26), Holidays/Off-38													
<p>Note : A separate activity calendar will be issued by all departments comprising their departmental technical, cultural, sports, co-curricular and extra-curricular activities / events planned for Even Semester 2016-17.</p>													
INFORMATION FOR THE FACULTY :													
<ol style="list-style-type: none"> 1. Prepare date-wise lecture plan, submit to the respective Head of Department latest by 26.12.2016 and attach a copy of this to course file of the subject. 2. The attendance should be uploaded in the SIM / Web Portal on daily basis. 3. Answer Copies of Sessional Test / PUT should be evaluated and shown to the students within two days and ensure the uploading of marks in the SIM. 4. No class should be left unattended as per the time table but if inevitable then proper intimation in this regard to HOD is must. 5. All are required to take proper prior permission from respective HOD before availing any type of leave. Avoid pre-fix OR suffix type of leaves. 6. Invigilation duty has to be performed as per the schedule decided by exam cell. In case of any absence, a substitute must be provided by the concerned faculty. 													
GUIDELINES TO THE STUDENTS													
The following points must be noted by students in the upcoming session:													
<ol style="list-style-type: none"> 1. Students registering themselves after commencement of classes i.e.02.01.2017 shall be liable to deposit the fine. 2. All Sessional test will be of 3 hrs duration (ST1 from Unit 1 & 2 and ST2 from Unit 1 to 4 and PUT from the whole syllabus). 3. All students are required to maintain minimum 75% of attendance (in each theory and practical subjects) before appearing in sessional tests / PUT. List of students having shortage of attendance will be displayed on the departmental notice board before two days from commencement of each sessional exam /tests. 4. Minimum 75% overall attendance is required to appear in the University End Semester examination as per university guidelines. 5. RAGGING is a punishable offence, all students are required to refrain from it. FIR shall be lodged against the culprit, as per order of Hon'ble Supreme Court. 6. No extra classes will be conducted. Student are required to maintain their attendance in regular classes only 													
(DIRECTOR)													