

**G. L. BAJAJ INSTITUTE OF TECHNOLOGY AND MANAGEMENT, GREATER NOIDA****ODD SEMESTER, SESSION : 2016-17****ACADEMIC CALENDER B.Tech. III, V, VII / MCA III, V / MBA III Semester**

JULY							AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
31					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
W:25 (T:14, Other:10) H:6							W:24 (T:22, A:2), H:7						
1 to 14 Jul : Summer Break (Continue from June 2016)							15 Aug: Independence Day Celebration						
02 Jul & 09 Jul : Saturday Off							16 & 17 Aug: Sports Event and Cultural Activities						
07 Jul : Id-UI-Fitar (Subject to the visibility of moon)							18 Aug: Rakshabandhan						
15 Jul : Registration of 7th Sem. & 5th Sem. Classes							25 Aug: Janamshtami						
16 Jul : Registration of 3rd Sem. Classes													
18 Jul : Commencement of Regular Classes													
SEPTEMBER							OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3	30	31					1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
W:26 (T:20, E:6), H:4							W:21 (T:15, E:6), H:10						
01 Sep to 7 Sep : Sessional Test - I (Syllabus-Unit 1&2)							2 Oct: Gandhi Jayanti						
							11 Oct: Dushera						
							19 Oct to 25 Oct : Sessional Test-II ((Syllabus-Unit 1,2,3&4)						
							26 Oct to 01 Nov : Diwali / Mid-Semester Break						
NOVEMBER							DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	
W:23 (T:17, E:6), H:7							W:27 (E:27), H:4						
26 Oct to 01 Nov : Diwali / Mid-Semester Break							1 Dec to 3 Dec: Internal Practical Examination & Project Viva						
14 Nov : Guru Nanak Jayanti							5 Dec: End Semester University Exams						
18 Nov : Last Day of Teaching							25 Dec. : Christmas Day						
21 Nov to 30 Nov : PUT (Whole Syllabus)													
26 Nov : Saturday Off													
Total : Working Days-147 (Teaching Days-90, Internal Exam Days-18, University Exam Days-27, Other Act. Days-12), Holidays/Off-37													

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 Odd Semester 2016-17.

INFORMATION FOR THE FACULTY :

1. Prepare date-wise lecture plan, submit to the respective Head of Department latest by 11.07.2016 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:

1. Students registering themselves after commencement of classes i.e.18.07.2016 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. (DIRECTOR)