

Moradabad Institute of Technology

Ramganga Vihar Phase – II, Moradabad

Date: 16-01-2020

ACADEMIC CALENDAR

Even Semester

Session: 2019 – 2020

S. No.	Particulars	Date	Responsibility
1.	Time Table (a) Display on Notice Boards (b) Distribution to concerned Teachers	18 Jan 2020 18 Jan 2020	O.C. Time Table
2.	Distribution of Students' lists to teachers	18 Jan 2020	Concerned HODs /O.C. Class
3.	Blow up submission to HODs	18 Jan 2020	Concerned Teachers
4.	Registrations (a) 2 nd and 4 th Semester (b) 6 th and 8 th Semester (b) List of unregistered students to various department (c) Notifying unregistered students for getting registered at the earliest (through class O.Cs, / Faculty)	20 Jan 2020 21 Jan 2020 27 Jan 2020 29 Jan 2020	Concerned Teachers OS Academic Concerned HODs
5.	Commencement of Classes (a) 2 nd and 4 th Semester (b) 6 th and 8 th Semester	21 Jan 2020 22 Jan 2020	HODs and Concerned Teachers
6.	Announcement of Test series dates	30 Jan 2020	Dean Academics
7.	Procurement of stationary & materials for Test Series for full semester (a) Requirement (b) Actual Procurement	10 Feb 2020 15 Feb 2020	Convener Test Series Committee O.S. Academics
8.	(a) Short attendance compilation before Class Test-1 (b) Information to parents (c) Undertaking form handed over to students (b) Collection of undertaking form	20 Feb 2020 21 Feb 2020 21 Feb 2020 22 Feb 2020	O.C. Class
9.	1st Test Series	24, 25 and 26 Feb 2020	
	Announcement of Test Series schedule, Invigilation Programme, Seating arrangement etc.	18 Feb 2020	Class Test Committee
	After completion of Test Series (a) Evaluation of test copies & showing of copies to students (b) Report of poor performance of students to class OCs (c) Submission of test copies in Nodal Centre	29 Feb 2020 29 Feb 2020 29 Feb 2020	Concerned Teachers Concerned Teachers Concerned Teachers
10.	(a) Last date for submission of examination forms to office (b) Submission of forms to University	06 March 2020** 07 March 2020**	OS Academic to take timely action as per University directions.

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11.	Mid Semester break	09 March to 11 March 2020	
12.	Announcement of dues list and its last date for clearing dues (Current semester)	25 March 2020	Accounts/ OS Academic
13.	(a) Short attendance compilation before Class Test-2 (b) Information to parents (c) Undertaking form handed over to students (b) Collection of undertaking form	01 April 2020 03 April 2020 03 April 2020 04 April 2020	O.C.-Class
14.	2nd Test Series	07, 08 and 09 April 2020	
	Announcement of Test Series schedule, Invigilation Programme, Seating arrangement etc.	03 April 2020	Class Test Committee
	After completion of Test Series (a) Evaluation of test copies & showing of copies to students (b) Report of poor performance of students to class OCs (c) Submission of test copies in Nodal Centre	13 April 2020 13 April 2020 13 April 2020	Concerned Teachers Concerned Teachers Concerned Teachers
15.	Filling of student feedback forms for current semester	22 April 2020	Concerned HODs
16.	Requirement of additional Faculty (to be conveyed to Director) (for even semester)	30 April 2020	Concerned HODs
17.	(a) Floating the electives for even semester (b) Last date for students choice	22 April 2020 23 April 2020	Concerned HODs
18.	Date up to which final attendance is to be counted	26 April 2020	Concerned teachers
19.	Submission of consolidated list of shortage of attendance to Director and information to Parents	27 April 2020	Class O.Cs
20.	3rd Test Series	28,29,30 April 2020	
	Announcement of Test Series schedule, Invigilation Programme, Seating arrangement etc.	23 April 2020	Class Test Committee
	After completion of Test Series (a) Evaluation of test copies & showing of copies to students (b) Report of poor performance of students to class OCs (c) Submission of test copies in Nodal Centre	04 May 2020 04 May 2020 04 May 2020	Concerned Teacher Concerned Teachers Concerned Teachers
21.	Submission of sessional marks: (a) Meeting of Dean Academics, all HODs and Director regarding attendance and performance of students. (b) Checking of Teachers' Records by HODs (c) Finalization of sessional marks (d) Submission of Award list after final checking and uploading to OS Academics for further necessary action	05 May 2020 06 May 2020 08 May 2020 As per date announced by AKTU	Dean Academics Concerned HODs Concerned Teachers HODs Concerned Teachers
22.	Theory Examinations: (a) Collection of Admit Cards / Roll Nos. from University (b) Preparation of Roll lists (c) Collection of stationery such as copies, practical copies drawing sheets, graph paper etc. from University. (c) Procurement of stationery and other materials locally as necessary.	As per AKTU schedule	OS Academics to take appropriate actions as per University directions.

23.	Practical Examinations:	As per AKTU schedule	Concerned HODs
	(a) Appointment of Internal Examiners	3 days before the practical exam schedule	Concerned HODs
	(b) Obtaining list of panel of External Examiners from AKTU & preparation of schedule of practical examination.	As per AKTU schedule	OS Academics
	(d) Dispatch of letters/contacting the external examiners	Within 2 days of list obtained from AKTU	HODs and concerned teachers
24.	Preparation for Even Semester		
	(a) Load Distribution by Department	15 May 2020	Concerned Coordinators
	(b) Submission to O.C. Time Table	16 May 2020	O.C. Time Table
25.	Registration for odd semester (2020 – 21)	To be announced**	OS Academic

**May be revised as per AKTU Schedule.

Nitin
 16-01-2020
 Dean Academics

Cray
 Director

Copy to:

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|--------------------|-----------------------|---|
| 1. Chairman | 2. Secretary | 3. P.A. to Director for Director's folder |
| 4. All HODs | 5. DOSW | 6. Controller of Examination |
| 7. O.C. Time Table | 8. Registrar | 9. All Faculty Members through HODs |
| 10. O.S. Academics | 11. A.S. Examinations | 12. Account Section |
| 13. T & P Cell | 14. Librarian | 15. Convener Test Series |

Moradabad Institute of Technology

Ramganga Vihar Phase – II, Moradabad

Date: 25-11-2020

REVISED ACADEMIC CALENDAR

Odd Semester

Session: 2020 – 2021

S. No.	Particulars	Date	Responsibility
1.	Time Table (2nd, 3rd and 4th year) (a) Distribution to concerned Teachers (b) Distribution to students	31 July 2020 31 July 2020	O.C. Time Table
2.	Time Table (1st year) (a) Distribution to concerned Teachers (b) Distribution to students	04 December 2020 04 December 2020	O.C. Time Table
3.	Distribution of Students' lists to teachers	31 July 2020	Concerned HODs /O.C. Class
4.	Blow up submission to HODs	31 July 2020 (2 nd , 3 rd and 4 th year) & 04 December 2020 (1 st year)	Concerned Teachers
5.	Registration (a) Last date of registration for 3 rd , 5 th and 7 th Semester (b) List of unregistered students to various departments (c) Notifying unregistered students for getting registered at the earliest (through class O.Cs / Faculty)	07 August 2020 08 August 2020 08 August 2020	Concerned Teachers O.S. Academics Concerned HODs
6.	Commencement of Classes (a) 1 st Semester (b) 3 rd , 5 th and 7 th Semester	18 November 2020 04 August 2020	HODs and Concerned Teachers
7.	Announcement of dues list and last date for clearing dues (Current semester)	25 August 2020	Accounts/ O.S. Academics
8.	1st Class Test (2nd, 3rd and 4th year)	05, 06 & 07 Oct 2020	Convener Test Series
9.	(a) Last date for submission of examination forms to office (b) Submission of forms to University	As per date announced by AKTU	O.S. Academics to take timely action as per University directions.
10.	Mid Semester break	12 to 16 November 2020	
11.	Makeup Test of 1 st Class Test (2 nd , 3 rd and 4 th year)	07-12 Dec 2020	Convener Test Series
12.	1st Class Test (1st year) & 2nd Class Test (3rd and 4th year)	21, 22 & 23 Jan 2020	
13.	Makeup Test of 2nd Class Test (3 rd and 4 th year)	25-29 Jan 2021	
14.	Makeup Test of 1 st Class Test (1 st year)	01,02 & 03 Feb 2020	

15.	(a) Floating the electives for even semester (b) Last date for students' choice	15 February 2021 20 February 2021	Concerned HODs
16.	2nd Class Test (1st and 2nd year)	25, 26 & 27 Feb 2021	Convener Test Series
17.	Makeup Test of 2nd Class Test (1 st and 2 nd year)	01-05 March 2021	
18.	Date up to which final attendance is to be counted	19 January 2021 (3 rd and 4 th year) & 23 February 2021 (1 st and 2 nd year)	Concerned teachers
19.	Submission of consolidated list of shortage of attendance to Director and information to parents	20 January 2021 (3 rd and 4 th year) & 24 February 2021 (1 st and 2 nd year)	Class O.C.
20.	Submission of sessional marks: (a) Meeting of Director, Dean Academics and all HODs regarding attendance and performance of students.	20 January 2021 (3 rd and 4 th year) & 24 February 2021 (1 st and 2 nd year)	Dean Academics
	(b) Checking of Teachers' Records by HODs	06 February 2021 (3 rd and 4 th year) & 11 March 2021 (1 st and 2 nd year)	Concerned HODs
	(c) Finalization of sessional marks	06 February 2021 (3 rd and 4 th year) & 13 March 2021 (1 st and 2 nd year)	Concerned Teachers
	(d) Submission of Award list after final checking and uploading to O.S. Academics for further necessary action	As per date announced by AKTU	HODs and Concerned Teachers
21.	Requirement of additional Faculty for even semester (to be conveyed to Director)	10 February 2021 (3 rd and 4 th year) & 10 March 2021 (1 st and 2 nd year)	Concerned HODs
22.	Theory Examinations: (a) Collection of Admit Cards / Roll Nos. from University (b) Preparation of Roll lists (c) Collection of stationery such as copies, practical copies drawing sheets, graph paper etc. from University.	As per AKTU schedule	COE and O.S. Academics to take appropriate actions as per University directions.
23.	Practical Examinations:	As per AKTU schedule	Concerned HODs
	(a) Appointment of Internal Examiners	3 days before the practical	Concerned HODs

		exam schedule	
	(b) Obtaining list of panel of external examiners from AKTU & preparation of schedule of practical examination.	As per AKTU schedule	O.S. Academics
	(c) Dispatch of letters/contacting the external examiners	Within 2 days of list obtained from AKTU	HODs and concerned teachers
24.	Preparation for Even Semester (a) Load Distribution by Departments (b) Submission to O.C. Time Table	16 February 2021 (3 rd and 4 th year) & 22 March 2021 (1 st and 2 nd year) 20 February 2021 (3 rd and 4 th year) & 26 March 2021 (1 st and 2 nd year)	Concerned Coordinators Concerned HODs

Nitin
25-11-2020
Dean Academics

Cray
Director

Copy to:

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| 1. Chairman | 2. Secretary | 3. P.A. to Director for Director's folder |
| 4. All HODs | 5. DOSW | 6. Controller of Examination |
| 7. O.C. Time Table | 8. Registrar | 9. All Faculty Members through HODs |
| 10. O.S. Academics | 11. Chief Proctor | 12. Account Section |
| 13. T & P Cell | 14. Librarian | 15. Convener Test Series |



DR. A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY, UTTAR PRADESH
Jankipuram Vistar, Sector-11, Sitapur Road, Lucknow, 226031

ACADEMIC CALANDER

FOR B. TECH./B.PHARM./B. ARCH./B.H.M.C.T./BFAD/B VOC/MBA/MBATM/MBA(I)/
MCA/MCA(I)/BFA/M. TECH/M. PHARM/M ARCH. & other Courses
ACADEMIC SESSION 2020-21 (Revised)

S. No.	Particulars	Dates	
		Odd Semester	Even Semester
01	Commencement of Classes session 2020-21	Aug 04, 2020 for III, V, VII & IX Semester	Mar 01, 2021 for VI, VIII & X Semester
		Nov 24, 2020 for I, III Semester (Lateral Entry)	Apr 01, 2021 for II, IV Semester
02	Last date of fresh admission.	Dec 05, 2020	---
03	Last date of submitting admission list of students to University (for newly admitted student)	Dec 15, 2020	---
04	Last date of submitting Enrollment form /Exam Form for regular & carry over exams.	Dec 31, 2020	---
05	Last date of Submitting Examination fee for both semesters and examination/carry over examination fee	Dec 31, 2020	---
06	Last date of submitting sessional marks of Theory & Practical to University.	Jan 31, 2021	Jun 30, 2021 VI, VIII & X Semester
			July 14, 2021 for II, IV Semester
07	End Semester Theory Examination	01 Feb 2021, to 20 Feb 2021 For V, VII & IX Semester	July 01, 2021 to July 12, 2021 for VI, VIII & X Semester
		08 Mar 2021 to 20 Mar 2021 for I, III Semester	July 16, 2021 to July 25, 2021 for II, IV Semester
08	End Semester Practical Examination (PE)	21 Feb 2021, to 26 Feb 2021 for V, VII & IX Semester	July 10, 2021 to July 15, 2021 for VI, VIII & X Semester
		21 Mar 2021 to 26 Mar 2021 for I, III Semester	July 26, 2021 to July 31, 2021 for II, IV Semester
09	Last date for Submission of PE Marks.	27 Feb 2021 for V, VII & IX Semester	July 31, 2021
		27 Mar 2021 for I, III Semester	
10	Evaluation of Answer sheets	Feb 10, 2021 to Feb 25, 2021 for V, VII & IX Semester	July 05, 2021 to Aug 05, 2021
		Mar 15, 2021 to Mar 30, 2021 for I, III Semester	
11.	Summer Training/ Internship		Aug 01, 2021 to Aug 31, 2021
12.	Winter Vacations: Summer Vacation		Aug 01, 2021, to Aug 31, 2021
13.	Commencement of Classes session 2021-22	For I, III, V, VII & IX Semester	Sept. 2021 (Exact dates shall be intimated later)

Note:

- The institute shall ensure minimum teaching hours as prescribed in the University ordinances for each semester. If required the Director/Principal shall arrange extra classes, on weekends/holidays.
- The Institute should ensure that at least two class tests are conducted after completing 1/3rd & 2/3rd syllabus respectively. All students will be required to appear in both first and second class tests. If, for any reason beyond the control of students such as illness, tragic incident in family, the student fails to appear in any test, it will be the responsibility of the Principle/Director of the Institute to arrange make up class test for such students. If the student fails to appear in first class test, his make up class test will be conducted before second class test and in case of second class test at least one month before the start of end semester theory examination. The duration of class test will be minimum one hour for each class test, 70% attendance at 1st test and 75% attendance at second class test are required. In case attendance is short, parents are to be informed accordingly on monthly basis.
- The Director/Principal of Institute shall ensure the submission of attendance of students regularly through Attendance Monitoring System (AMS) of the University and shall ensure that no student is allowed to appear in the examinations who has not attained the minimum required attendance as per norms prescribed in relevant ordinances. It will be obligatory on the part of the Director/Principal of the Institute to detain such students and their admit cards will not be issued to them. A list of students detained from appearing in University Examination(s) be submitted to University and their Examination centre before the commencement of the theory examination.
- The teachers who are assigned evaluation duty during vacation shall be entitled for earned leave as per rules and duty leave for other examination related works assigned by the University.
- Summer training internship for 1st year B Tech students shall also be held between Aug 01, 2021 to Aug 31, 2021


(Nand Lal Singh)
Registrar



Moradabad Institute of Technology, Moradabad

Ram Ganga Vihar Pahse-II, Moradabad

Date: 16.08.2021

ACADEMIC CALENDAR


Odd Semester

Academic Session: 2021-2022

S. No.	Particulars	Date	Responsibility
1.	Time Table (a) Display on Notice Boards (b) Distribution to students and concerned Teachers	11 Sept. 2021 11 Sept. 2021	O.C. Time Table
2.	Distribution of students' lists to teachers	11 Sept. 2021	Concerned HODs / O.C. Class
3.	Blow up submission to HODs	13 Sept. 2021	Concerned Teachers
4.	Registration (a) Last date of registration for a. 3 rd Semester & 5 th Semester b. 7 th Semester (b) List of unregistered students to various departments (c) Notifying unregistered students for getting registered at the earliest (through class O.C.s/Faculty)	10 Sept. 2021 11 Sept. 2021 13 Sept. 2021 14 Sept. 2021	Concerned Teachers O.S. Academics Concerned HODs
5.	Commencement of Classes (a) 1 st Semester (b) 3 rd , 5 th & 7 th Semester	As per date announced by AKTU 13-Sept. 2021	HODs and Concerned Teachers
6.	Announcement of dues list and last date for clearing dues	20 Sept. 2021	Accounts / O.S. Academics
7.	Announcement of Test Series Dates	25 Sept. 2021	Dean Academics
8.	Procurement of Stationary & material for Test Series for full semester	27 Sept. 2021	COE O.S. Academics
9.	(a) Short attendance compilation before Class Test - I (b) Information to Parents (c) Undertaking form handed to students (d) Collection of undertaking form	25 Oct. 2021 25 Oct. 2021 25 Oct. 2021 26 Oct. 2021	O.C. Class
10.	1st Class Test	28 - 30 Oct. 2021	COE
11.	Makeup Test of 1 st Class Test	Before 2 nd Class Test	Concerned HODs
12.	(a) Last date for submission of examination forms to office (b) Submission of forms to university	As per date announced by AKTU	O.S. Academics to take timely action as per University directions.
13.	(a) Floating the electives for even semester (b) Last date for students' choice	15 Nov. 2021 24 Nov. 2021	Concerned HODs
14.	(a) Short attendance compilation before Class Test - II (b) Information to Parents (c) Undertaking form handed to students (d) Collection of undertaking form	13 Dec. 2021 13 Dec. 2021 13 Dec. 2021 14 Dec. 2021	O.C. Class
15.	2nd Class Test	16 - 18 Dec. 2021	COE
16.	Makeup Test of 2 nd Class Test	Before End Semester Exams	Concerned HODs

17.	Date up to which final attendance is to be counted	13 Dec. 2021	Concerned Teachers
18.	Submission of consolidated list of shortage of attendance to Director and information to parents	14 Dec. 2021	Class O.C.
19.	Submission of sessional marks: (a) Meeting of Director, Dean Academics and all HODs regarding attendance and performance of students	23 Dec. 2021	Dean Academics
	(b) Checking of Teachers' Records by HODs	24 Dec 2021	Concerned HODs
	(c) Finalization of sessional marks	24 Dec 2021	Concerned Teachers
	(d) Submission of Award list after final checking and uploading to O.S. Academics for further necessary action	As per date announced by AKTU	HODs and Concerned Teachers
20.	Theory Examinations: (a) Collection of Admit Cards/Roll Nos. from University (b) Preparation of Roll lists (c) Collection of stationery such as copies, practical copies drawing sheets, graph paper etc. from University.	As per AKTU schedule	COE and O.S. Academics to take appropriate actions as per University directions.
	Practical Examinations: (a) Appointment of Internal Examiners	As per AKTU schedule 3 days before the practical exam schedule	Concerned HODs Concerned HODs
	(b) Obtaining list of panel of external examiners from AKTU & preparation of schedule of practical examination. (c) Dispatch of letters contacting the external examiners	As per AKTU schedule Within 2 days of list obtained from AKTU	O.S. Academics HODs and concerned teachers
22.	Preparation for Odd Semester (a) Load Distribution by Departments	24 Dec. 2021	Concerned HODs
	(b) Submission to O.C. Time Table	26 Dec. 2021	Concerned Coordinators


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Moradabad
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Director
Moradabad Institute of Technology
Ram Ganga Vihar, Phase-2
Moradabad

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| 1. Chairman | 2. Secretary | 3. PA to Director for Director's folder |
| 4. All HODs | 5. DOSW | 6. Controller of Examination |
| 7. O.C. Time Table | 8. Registrar | 9. All faculty Members through HODs |
| 10. O.S. Academics | 11. Chief Proctor | 12. Accounts Section |
| 13. Head, TP&CA | 14. Librarian | 15. Nodal Officer (B.Voc) |