



# G. L. BAJAJ GROUP OF INSTITUTIONS, MATHURA

EVEN SEMESTER, SESSION : 2018-19

(Proposed) ACADEMIC CALENDAR : B.Tech, B.Arch, MBA

JANUARY							FEBRUARY						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28		
W:24 (T:20, Other:4) H:7 05 Jan. : Saturday-Off 7 Jan. : Last Date of Registration (For B.Tech-1st Year Only) 7 Jan. : Commencement of Classes (For B.Tech-1st Year Only) 14 Jan.: Makar Sakranti 17 Jan : Last Date of Registration (Except B.Tech-1st Year) 17 Jan : Commencement of Classes (Except B.Tech-1st Year) 26 Jan : Republic Day Celebration							W: 23 (T: 21, Other : 2) H:5 16 Feb : Saturday-Off 22 - 23 Feb. : The Sportsmeet 'Adamyia-2019'						
MARCH							APRIL						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					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: 21 (T:14, E:7) H:10 01 - 09 March : Sessional Test-I (Syllabus : 03 Units) 04 March : Maha Shivratri 20-23 March : Holi Holidays							W: 23 (T: 15, E:8) H:7 04-06 April : Sessional Test-II 13 April : Ram Navmi 14 April : Dr Ambedkar Jayanti 19 April : Good Friday, 20 April : Saturday Off 24 April : Last Teaching Day 25 April - 03 May : PUT (Whole Syllabus)						
MAY							JUNE						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							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
							30						
W: 25 (E: 2, Other:23) H:6 02-03 May : PUT 03-07 May : Open Day Project Presentation (B.Tech-Final Year) 06-07 May : Internal Practicals 04, 11 May : Saturday-Off							W: 19 (Other: 19) H:11 1,8,15,22,29 June : Saturday-Off 5 June : Eid-ul-Fitr 14 - 30 June : Summer Vacation* *Separate notification will be issued depending upon University Exam.						

**Total** : Working Days-135 [Teaching Days-70, Internal Exam Days-17, Univ. Exam Days - 24, Other Act. Days-24], Holidays/Off-46

**Note** : A separate activity calendar will be issued by all departments comprising their departmental technical and co-curricular activities / events planned for Even Sem. 2018-19.

### INFORMATION FOR THE FACULTY

1. Prepare date-wise lecture plan, submit to the respective HoD (by 04.01.2019 teaching in B.Tech-1st Year and by 09.01.2018 except B.Tech-1st Year faculty) and attach a copy of the same to course file of the respective subject.
2. The attendance should be uploaded on the ERP 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 on the ERP.
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 for the upcoming session:

1. Students registering themselves after commencement of classes i.e. 07.01.2019 (B.Tech-1st Year) and 17.01.2019 (except B.Tech-1st Year), shall be liable to deposit the fine.
2. All Sessional test will be of 2/3 hrs duration (ST-1 from Unit 1 to 3 , ST-2 from 4 onwards 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)