



**Fr. C. Rodrigues Institute of Technology, Vashi,
Navi-Mumbai**

**Institute Academic & Other Activities Calendar for SE, TE and BE
FH - 2023**

A. Term Outline & Academic Activities		
Sr. No.	Activity	Duration/Date
01	Start of the Term	09 January 2023
02	IA-1	20, 21, 22 February 2023
03	IA KT Examination (Those students who failed in IA exam in previous semester)	27 February to 4 March 2023
04	IA-2	31 March and 1 and 3 April 2023
05	Last day of Instruction	06 April 2023
06	Revision/Remedial Classes	Before i) IA-1 (2 hours), ii) IA-2 (2-hours) and iii) Prelims as per the IQAC Policy document.
07	Preliminary Examination	10 to 17 April 2023
09	Re-prelims+ IA Test (IA test for those students who were 'AB' for IA examination this semester either because of involvement in Sports activity at the University level or valid medical reason)	17 to 19 April 2023
10	Submission	20 April 2023
11	Term End	20 April 2023
12	Oral/ Practical Examination	21 to 29 April 2023
13	Theory Examination (Even semesters of SE, TE, & BE) (Odd semesters of SE, TE, & BE)	08 to 20 May 2023 22 May to 03 June 2023
14	Internship for Students	After the ESE till 01 July 2023
15	Summer Vacation Start Date for Eligible Teachers	21 April 2023
16	Joining Date After Summer Vacation for Teachers	21 June 2023



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17	Teachers' Orientation Program	01 July 2023 (9 am to 1 pm)
18	Commencement of Classes for Next Sem.	03 July 2023
B. Other Activity		
01	Governing Council Meeting	In the month of March 2023
02	College Development Committee Meeting	In the month of March 2023 (Before the GC Meeting)
03	IQAC Meeting	With External & Internal Members: 07-01-2023 With Only Internal Members: May 2023 With External & Internal Members: 01 July 2023 (2.30 pm onward)
04	TPO and HOD meeting	January 2023 and May 2023
05	Placement Training Program	SE and BE students: Every Saturday-02:00-04:00 pm; TE students Every Saturday: 09:00 am-04:00 pm.
06	Meeting of the Principal with HODs and Deans	Every 1st and 3rd Saturdays
07	1 st Feedback on Teaching-Learning Process	06 to 10 February 2023
08	Online Feedback (2 nd Feedback on Teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey)	20 to 24 March 2023
09	1 st round of students mentoring	30 January to 04 February 2023
10	2 nd round of student mentoring	06 to 10 March 2023
11	Best Project evaluation	05 April 2023
12	Send-off party of BE students	06 April 2023
13	Certificate Distribution Ceremony for 2022 Passed Out Batch	After receiving the certificates from the MU
14	ETAMAX	16 to 18 March 2023
15	DQAC Audit	On or before 26 June 2023 (All the teachers of the department must be available)
16	IQAC Audit	27, 29, 30 June 2023 (All the teachers of the department must be available)

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Navi-Mumbai**

17	Updating NBA/NAAC Work(Proofs/Format)	It Should be a Continuous Process and Must Get Over Before Vacation Begins
18	<p>Attendance Monitoring Committee Meeting at Institute Level:</p> <p>NOTE:</p> <p>a) Attendance & Academic record till one day before the meeting date to be prepared.</p> <p>b) Parents may be called from 04 February 2023 onward.</p> <p>c) On 20 April 2023 a final decision about the acceptance or rejection of TW will be taken.</p> <p>d) Attendance Monitoring Committee Meeting at the Department level should be conducted once every 2 weeks.</p>	<p>04 February 2023</p> <p>04 March 2023</p> <p>06 April 2023</p> <p>20 April 2023</p>

Note:

1. During the 1st week of the term laboratory classes should be converted into theory classes
2. Faculty should be present throughout the 1st and 2nd rounds of submission period and during NAAC/NBA format/proof updating work.


Dean Academics
FCRIT, Vashi


Principal
FCRIT, Vashi



**Fr. C. Rodrigues Institute of Technology, Vashi,
Navi-Mumbai**

**Department of Information Technology Engineering
Department Academic & Other Activities Calendar for SE, TE and BE
FH-2023**

A. Term Outline & Academic Activities		
S.N	Activity	Duration/Date
1.	DSY students IA2 Sem III	5 th , 6 th , 7 th January 2023
2.	Start of the Term	09 th January 2023
3.	Commencement of classes	09 th January 2023
4.	Project Presentation-Stage I (Final Year Students)	16 th January 2023
5.	1 st Attendance monitoring meeting Defaulters list meeting (Academic + Attendance)	23 January 2023 (attendance up to 21st Jan 2023)
6.	Holiday (Republic Day celebration)	26 th January 2023
7.	2 nd Attendance monitoring meeting Defaulters list meeting (Academic + Attendance)	04 th February 2023 (attendance up to 3 rd February 2023)
8.	Assignment Test-1 for Semesters IV, VI & VIII	13 th -17 th February 2023
9.	Submission of IAT-1 Question Paper	9 th February 2023
10.	Mini Project-1B Progress Presentation (Second Year Students) Evaluation 1	9 th February 2023
11.	Mini Project-2B Progress Presentation (Third Year Students) Evaluation 1	10 th February 2023
12.	Holiday (Mahashivratri)	18 th February 2023
13.	3 rd Attendance monitoring meeting Defaulters list meeting (Academic + Attendance)	20 th February 2023 (attendance up to 17th February 2023)
14.	Project Presentation- Stage II (Final Year Students)	23rd February 2023
15.	Remedial/Revision Class 1, 2 as given in time table	Before Internal Assessment Test-1
16.	Internal Assessment Test-01	20, 21, 22 February 2023
17.	IA KT Examination (Those students who failed in IA exam in previous semester. Exam cell will give timetable)	27 th February to 4 th March 2023



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18.	4 th Attendance monitoring meeting Defaulters list meeting (Academic + Attendance)	4 th March 2023 (attendance up to 3 rd March 2023)
19.	Holiday (Holi)	7 th March 2023
20.	Mini Project-1B Progress Presentation (Second Year Students) Evaluation2	9 th March 2023
21.	Mini Project-2B Progress Presentation (Third Year Students) Evaluation 2	10 th March 2023
22.	Assignment Test-2 for Semesters IV, VI & VIII	21 st -29 th March 2023
23.	5 th Attendance monitoring meeting Defaulters list meeting (Academic + Attendance)	20 March 2023 (attendance up to 18 th March 2023)
24.	Submission of IAT-2 Question Paper	21 st March 2022
25.	Holiday (Gudhi Padwa)	22 nd March 2023
26.	Remedial/Revision Class 3, 4 as given in time table	Before Internal Assessment Test2
27.	Holiday (Ram Navmi)	30 st March 2023
28.	Internal Assessment Test-02	31 st March and 1 st , 3 rd April 2023
29.	Submission of Prelim Question Paper	5 th April 2023
30.	Project Poster Presentation - VIII (Final Year Students) PCUBE	5 th April 2023
31.	Last day of Instruction	06 April 2023
32.	Holiday (Good Friday)	7 th April 2023
33.	6 th Attendance monitoring meeting Defaulters list meeting (Academic + Attendance)	6 th April 2023 (attendance up to 6 th April 2023)
34.	Revision/Remedial Classes (Apart from this slot, remedial classes need to be conducted on a weekly basis, and time table in-charge will prepare the timetable)	Before i) IA-1 (2 Hrs), ii) IA-2(2 Hrs) iii) iii) Prelims as per the IQAC Policy document.
35.	Holiday (Ambedkar Jayanti)	14 th April 2023
36.	Preliminary Examination	10 th to 17 th April 2023
37.	Re-prelims + IA Test (IA test for those students who were 'AB' for IA examination this semester either because of involvement in Sports activity at the University level or valid medical reason)	17 th to 19 th April 2023



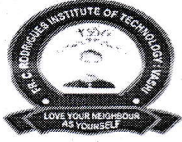
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Navi-Mumbai**

38.	Attendance Monitoring Committee Meeting at Institute Level: NOTE: a) Attendance & Academic record till one day before the meeting date to be prepared. b) Parents may be called from 04 February 2023 onward. c) On 20 April 2023 a final decision about the acceptance or rejection of TW will be taken. d) Attendance Monitoring Committee Meeting at the Department level should be conducted once every 2 weeks.	04 February 2023 04 March 2023 06 April 2023 20 April 2023
39.	Submission	20 th April 2023
40.	Term End	20 April 2023
41.	Oral/Practical Examination	21 st April to 29 th April 2023
42.	Holiday (Maharashtra Day)	1st May 2023
43.	Holiday (Buddha Pournima)	5th May 2023
44.	Theory Examination (Even semesters of SE, TE, & BE) (Odd semesters of SE, TE, & BE)	08 to 20 May 2023 22 May to 03 June 2023
45.	Holiday (Bakri Eid)	28th June 2023
46.	Internship for Students	After the ESE till 01 July 2023
47.	Commencement of Classes for Next Semester	03 July 2023
B. Other Activity		
S.N	Activity	Duration/Date
1.	DWC Meeting	2 nd January 2023
2.	R&D - IEEE Paper Implementation Presentations	3 rd – 6 th January 2023
3.	Teacher's Orientation Program	4 th January 2023
4.	DQAC	3 rd January 2023
5.	DAB	7 th January 2023
6.	IQAC Meeting	With External & Internal Members: 07-01-2023 With Only Internal Members: May 2023 With External & Internal Members: 01st July 2023 (2.30 pm onward)



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7.	Alumni meet	7 th January 2023
8.	Interaction of Final year students with Third year students	16 th January 2023
9.	Interaction of 3rd year students with 2 nd year students	19 th January 2023
10.	Certificate Program (30 Hrs. duration)	January 2023
11.	Workshop on ICT tools (Documentation Tool-Latex)	February 2023
12.	TPO and HOD meeting	January 2023 and May 2023
13.	1 st Round of Student Mentoring	30 January to 04 February 2023
14.	1 st Feedback on Teaching Learning Process	06 to 10 February 2023
15.	DWC Meeting	20 th February 2023
16.	Session on Guidance for competitive examinations	February 2023
17.	Session on Higher Studies	February 2023
18.	Aptitude Test	February 2023
19.	CSI activity (Activities -Technical or Non-technical webinars/ seminars, Workshops, Competitions by professional societies- CSI "Seminar on Recent Trends")	4 th March 2023
20.	2 nd Round of Student Mentoring	06 to 10 March 2023
21.	ETAMAX	16 to 18 March 2023
22.	Parent-Teacher Interaction (PTI)- FH-2023	4 th March 2023
23.	TechSparks	05 th April 2023
24.	Online Feedback (2 nd Feedback on Teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey)	20 to 24 March 2023
25.	Seminar on Research Methodology	March 2023
26.	Seminar on Environment conservation	March 2023
27.	Awareness activity on Improvement on social interaction and social awareness of students	March 2023
28.	Best Project Evaluation	05 th April 2023
29.	Send-off party of BE students	06 th April 2023



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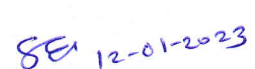
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Navi-Mumbai**

30.	Meeting of the Principal with HODs and Deans	Every 1st and 3rd Saturday
31.	Department staff meeting	4 th Jan 2023 Every 1st and 3rd Saturday
32.	Placement Training Program	Every working Saturday during the semester : SE and BE students: 02:00 pm-04:00 pm TE students: 09:00 am-04:00 pm.
33.	College Development Committee Meeting	In the month of March 2023 (Before the GC Meeting)
34.	Governing Council Meeting	In the month of March 2023
35.	Certificate Distribution Ceremony for 2022 Passed Out Batch	After receiving the certificates from MU
36.	2 nd Curricular, Facilities and Course Exit Survey	20 to 24 March 2023
37.	Summer Vacation Start Date	21 st April 2023
38.	One week FDP program for Faculty	May 2023
39.	Joining Date After Summer Vacation	21 st June 2023
40.	Teacher's Orientation Program	01 July 2023 (9 am to 1 pm)
41.	DQAC Audit - (All the teachers of the department must be available)	On or before 26 June 2023
42.	IQAC Audit - (All the teachers of the department must be available)	27, 29, 30 June 2023
43.	Updating NBA/NAAC Work (Proofs/Format)	It Should be a Continuous Process and Must Get Over Before Vacation Begins

Note:

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2. Faculty should be present throughout the submission period and during NAAC/NBA format/proof updating work.


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