

**Fr. C. Rodrigues Institute of Technology, Vashi**

(An Autonomous Institute & Permanently Affiliated to University of Mumbai)

Department of Electrical Engineering

Department Academic & Other Activities Calendar for SY

FH-2025

A. Term Outline & Academic Activities		
S.N	Activity	Duration/Date
1.	Re-Examination for Students Failed in Previous Semester	04 January to 10 January 2025
2.	Start of the Term	13 January 2025
3.	Remedial-1	27 January to 04 February 2025
4.	1st Mini-project evaluation/ presentation	03 February 2025
5.	Remedial-II (1 hour)	10 February to 24 February 2025
6.	Mid-Semester Examination (MSE)	27 February to 28 February & 01 March to 04 March 2025
7.	Open House and Submission of MSE Mark Sheet to Exam Section	10 March to 12 March 2025
8.	Remedial-III (1 hour)	10 March to 20 March 2025
9.	2 nd Mini Project Evaluation/presentation	10 March 2025
10.	Remedial-IV (1 hour)	7 April to 17 April 2025
11.	Registration for Honours/Minor, PE, and OE Courses in SH-2025	Before 12 April 2025
12.	3 rd Mini Project Evaluation/presentation	21 April 2025
13.	Last Day of Instruction	25 April 2025
14.	Practical and Oral Examination	02 May to 10 May 2025
15.	Preparation Time + ESE (Theory)	11 May to 31 May 2025
16.	Open House and Submission of ESE Mark Sheet to Exam Section NOTE: Department needs to include a schedule for 2-days for the open house in the department Academic Calendar.	Up to 05 June 2025
17.	Semester Result Declaration	19 June to 21 June 2025



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18.	Preparation Time for Re-Examination for Failed Students	22 June to 12 July 2025
19.	Re-Examination for Failed Students	14 July to 19 July 2025
20.	Open House and Submission of Re-Examination Mark Sheet to Exam Section	22 July 2025
21.	Re-Examination Result Declaration	25 July 2025
22.	Internship for Students	02 June to 25 Jul 2025
23.	Summer Special Term and Examination for Students Failed in SH-2024 Re-Examination	02 June to 11 July 2025
24.	Teachers' Orientation Program	Within I-week before beginning of the next semester
25.	Commencement of Classes for Next Semester (SH-2025)	28 July 2025
B. Other Activity		
S.N	Activity	Duration/Date
26.	Meeting of the Principal with HODs and Deans	Every 1st and 3 rd Friday /Saturday
27.	STTP	06 January to 10 January 2025
28.	1st Department Working Committee meeting(DWC)	10 January 2025
29.	Placement Training Program	a) 06-11 January 2025 - Placement Training for TE Students; b) SY and BE Students: Every Saturday from 02 to 04 pm; c) TE Students: Every Saturday from 09 am to 04 pm.
30.	1 st round of students' mentoring (Interaction to be recorded in the mentorin form)	13 January to 17 January 2025
31.	EESA/IEI Activity - Departmental Vidyut Seminar	18 January 2025
32.	Board of Studies Meeting	Before 01 February 2025
33.	Industrial Visit	01 February to 10 February 2025
34.	1 st Online Feedback on Teaching-Learning Process	03 February to 07 February 2025
35.	1 st Attendance Monitoring Committee (AMC) Meeting at Institute Level	12 February 2025

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36.	Etamax	13 February to 15 February 2025
37.	2nd DWC meeting	15 February 2025
38.	First Academic Adherence Committee (AAC) Meeting Serious defaulters in Academics and Attendance	21 February 2025 + As and when required
39.	Examination Committee Meeting	Before Semester Results Declaration
40.	Academic Council Meeting	Before 01 March 2025
41.	2nd round of students' mentoring	10-13 March 2025
42.	2nd Attendance Monitoring Committee (AMC) Meeting at Institute Level:	13 March 2025
43.	Parent Teachers Interaction (PTI)	15 March 2025
44.	3rd DWC meeting	29 March 2025
45.	CDC + Governing Council Meeting	Before 05 April 2025
46.	Certificate Distribution Ceremony for 2024 Passed Out Batch	05 April 2025 (Tentative)
47.	Online Feedback (2 nd Feedback on Teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey	07 April to 12 April 2025
48.	3 rd round of students' mentoring (Interaction to be recorded in the mentoring form)	
49.	Academic Adherence Committee (AAC) Meeting for Registration for PE (by SY students)	15 April 2025 +As and when required
50.	IEI activity- National level Project competition- Fr.CRIT Avishkar 2025	19 April 2025
51.	Send—off party of BE students	25 April 2025
52.	Best Project Evaluation	28 April 2025
53.	2 nd Academic Adherence Committee (AAC) Meeting for Serious defaulters in Academics and Attendance	28 April 2025 + As and when required
54.	3 rd Attendance Monitoring Committee (AMC) Meeting at Institute Level:	28 April 2025
55.	Summer Vacation Start and End Dates for Eligible Teachers* *Note: 13-05-2025 to 05-06-2025 will a Non-vacation period.	02 May 2025 to 20 July2025
56.	DQAC Audit	Before 19 July 2025

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57.	IQAC Meeting	19 July 2025.
58.	IQAC Audit	22 July to 24 July 2025
59.	Updating NBA/NAAC Work (Proofs/Format) + Updating College/Department Web Pages	Before Vacation Begins (It should be a regular activity)

Note:

1. During 1st week of the term laboratory classes should be converted into theory classes
2. Faculty should be present throughout the 1st and 2nd round of submission period and during NAAC/NBA format/proof updating work.
3. Only duration to be mentioned about ATs, IAs and prelims. (Detailed one can be shared as additional document)
4. Institute Holiday list can be shared as additional document.
5. For AMC meeting at institute Level:
 - a) Cumulative attendance & academic record till two days before the meeting date to be prepared
 - b) Parents should be called if cumulative attendance is below 60% and/or student is serious academic defaulter.
 - c) During the third AMC Meeting the list of all the serious academic and attendance defaulter students will be forwarded to 'Academic Adherence Committee (AAC)' for the final decision about whether a student should be permitted to submit term-work or not.

B. Rodrigues
15/7/25
Head of the Department
Department of Electrical Engg.

SE 15-01-2025
Dean Academic,
FCRIT, Vashi

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Department of Electrical Engineering
Department Academic & Other Activities Calendar for TE & BE
FH-2025

A. Term Outline & Academic Activities		
S.N	Activity	Duration/Date
1.	Re-Examination for Students Failed in Previous Semester	04 January to 10 January 2025
2.	Start of the Term	13 January 2025
3.	Application for Change in Course Choice (PE/OE)(Subject to Availability)	17 January to 19 January 2025
4.	Remedial-1	20 January to 01 February 2025
5.	BE 1st Major project evaluation/ presentation	22 January 2025
6.	TE 1st Mini-project evaluation/ presentation	30 January 2025
7.	TE Assignment Test-1	01 February to 06 February 2025
8.	BE Assignment Test-1	03 February to 07 February 2025
9.	Remedial-II (1 hour)	10 February to 24 February 2025
10.	BE 2nd Major project evaluation/ presentation	12 February 2025
11.	Internal Assessment-I (IA-I) Examination	27 February to 28 February & 01 March 2025
12.	TE 2nd Mini-project evaluation/ presentation	27 February 2025
13.	Open House for IA1	05 March to 07 March 2025
14.	Remedial-III (1 hour)	10 March to 20 March 2025
15.	BE 3 rd Major project evaluation/ presentation	12 March 2025
16.	BE Assignment Test-2	17 March to 24 March 2025

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17.	TE Assignment Test-2	24 March to 28 March 2025
18.	TE 3 rd Mini Project Evaluation/presentation	27 March 2025
19.	IA Test (IA test for those students who were 'ABSENT' for IA examination in this semester either because of involvement in Sports activity at the University level or valid medical reason)	07 April to 15 April 2025
20.	Remedial-IV (1 hour)	7 April to 17 April 2025
21.	Registration for ILO and DLO Courses in SH-2025	Before 12 April 2025
22.	IA-2 Examination	22 April to 24 April 2025
23.	Last Day of Instruction	25 April 2025
24.	Open House and Submission of IA Mark Sheet to Exam Section	29 April to 30 April 2025
25.	Practical and Oral End-Semester Examination (ESE)	02 May to 10 May 2025
26.	Preparation Time + ESE (Theory)	11 May to 31 May 2025
27.	Open House and Submission of ESE Mark Sheet to Exam Section NOTE: Department needs to include a schedule for 2-days for the open house in the department Academic Calendar.	Up to 05 June 2025
28.	Semester Result Declaration	19 June to 21 June 2025
29.	Preparation Time for Re-Examination for Failed Students	22 June 2025 to 12 Jul 2025
30.	Re-Examination for Failed Students	14 July to 19 July 2025
31.	Open House and Submission of Re-Examination Mark Sheet to Exam Section	22 July 2025
32.	Re-Examination Result Declaration	25 July 2025
33.	Internship for Students	02 June 2025 to 25 Jul 2025
34.	Summer Special Term and Examination for Students Failed in SH-2024 Re-Examination	02 June to 11 July 2025
35.	Teachers' Orientation Program	Within I-week before beginning of the next semester
36.	Commencement of Classes for Next Semester (SH-2025)	28 July 2025



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S.N	Activity	Duration/Date
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38.	STTP	06 January to 10 January 2025
39.	1st Department Working Committee meeting(DWC)	10 January 2025
40.	Placement Training Program	a) 06-11 January 2025-Placement Training for TE Students; b) SY and BE Students: Every Saturday from 02 to 04 pm; c) TE Students: Every Saturday from 9 am to 4 pm.
41.	1st round of students' mentoring (Interaction to be recorded in the mentoring form)	13-17 January 2025
42.	EESA/IEI Activity -Departmental Vidyut Seminar	18 January 2025
43.	Board of Studies Meeting	Before 01 February 2025
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48.	2nd DWC meeting	15 February 2025
49.	First Academic Adherence Committee (AAC) Meeting Serious defaulters in Academics and Attendance	21 February 2025 + As and when required
50.	Examination Committee Meeting	Before Semester Results Declaration
51.	Academic Council Meeting	Before 01 March 2025



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52.	CDC + Governing Council Meeting	Before 05 March 2025
53.	2 nd round of students' mentoring	10 March to 13 March 2025
54.	2 nd Attendance Monitoring Committee (AMC) Meeting at Institute Level	13 March 2025
55.	Parent Teachers Interaction (PTI)	15 March 2025
56.	3rd DWC meeting	29 March 2025
57.	Certificate Distribution Ceremony for 2024 Passed Out Batch	05 April 2025 (Tentative)
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59.	3 rd round of students' mentoring (Interaction to be recorded in the mentoring form)	
60.	Academic Adherence Committee (AAC) Meeting for Registration for PE (by SY students)	15 April 2025
61.	BE Project poster presentation	16 April 2025
62.	IEI activity- National level Project competition- Fr.CRIT Avishkar-2025	19 April 2025
63.	Send—off party of BE students	25 April 2025
64.	Best Project Evaluation	28 April 2025
65.	2 nd Academic Adherence Committee (AAC) Meeting for Serious defaulters in Academics and Attendance	28 April 2025 + As and when required
66.	3 rd Attendance Monitoring Committee (AMC) Meeting at Institute Level:	28 April 2025
67.	Summer Vacation Start and End Dates for Eligible Teachers* *Note:13-05-2025 to 05-06-2025 will a Non-vacation period.	02 May 2025 to 20 Jul 2025
68.	DQAC Audit	Before 19 July 2025
69.	IQAC Meeting	19 Jul 2025.
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B. B. B. B.
15/1/25

Head of the Department
Department of Electrical Engg.

SE, 15-01-2025

Dean Academic,
FCRIT, Vashi