Agnel Charities

Fr. C. Rodrigues Institute of Technology, Vashi

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

Department of Basic Sciences and Humanities
Department Academic & Other Activities Calendar for FE
FH-2025

	A. Term Outline & Academic Activities	
S.No.	**Activity**	**Duration/Date**
1	Start of the Term	20 January 2025
2	Indian Knowledge System Course	20-24 January 2025
3	Start of Regular Classes	27 January 2025
4	Mid-Semester Examination (MSE)	27-28 February & 01-04 March 2025
5	Open House and Submission of MSE Mark Sheet to Exam Section	10-12 March 2025
6	Last Day of Instruction	25 April 2025
7	ESE (Laboratory Courses)	02-10 May 2025
8	Preparation Time + ESE (Theory)	11-31 May 2025
9	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
10	Semester Result Declaration	19-21 June 2025
11	Preparation Time for Re-Examination for Failed Students	22 June -12 July 2025
12	Re-Examination for failed students	14-19 July 2025
13	Open House and Submission of Re-Examination Mark Sheet to Exam Section	22 July 2025
14	Re-Examination Result Declaration	25 July 2025
15	Summer Special Term and Examination for students failed in SH-2024 Re-Examination	02 June- 11 July 2025
16	Teachers' Orientation Program	Within 1 week before beginning of the next semester
	B. Other Activity	
S.No.	**Activity**	**Duration/Date**
1	Fresher's Party	24 January 2025

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2	Parents Teacher Meeting	15 March 2025
3	DQAC Audit	Before 19 July 2025
4	IQAC Audit	22-24 July 2025
5	1st round of students' mentoring	03-07 February 2025
6	2nd round of students' mentoring	10-13 March 2025
7	3rd round of students' mentoring	07-12 April 2025
8	ETAMAX -2025	13-15 February 2025
9	1st Feedback on Teaching-Learning Process	17-21 February 2025
10	Online Feedback (2nd Feedback on teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey)	07-12 April 2025
11	Updating NBA/NAAC Work (Proofs/Format) + Updating College/Department Web Pages	Regularly
12	Attendance Monitoring Committee (AMC) Meeting at Institute Level: NOTE: a) Attendance & Academic record till two days before the meeting date to be prepared. b) Parents may be called during second and third AMC Meeting. c) During the third AMC Meeting the list of all the defaulter students will be forwarded to 'Academic Adherence Committee (AAC)' for the final decision about whether a student can be permitted to appear for ESE or not. d) AMC Meeting at the Department level should be conducted once every 2 weeks.	1st AMC: 12 February 2025 2nd AMC: 13 March 2025 3rd AMC: 28 April 2025

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 duringNAAC/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.

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Head of the Department
Department of Basic Sciences and Humanities

Dean Academic,
FCRIT, Vashi