

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

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

**Department of Information Technology  
Department Academic & Other Activities Calendar for SY  
(AY 2024-25) (FH-2025)**

<b>A. Term Outline &amp; Academic Activities</b>		
<b>Sr. No.</b>	<b>Activity</b>	<b>Duration/Date</b>
1.	Re-Examination for Students Failed in Previous Semester	04-10 January 2025
2.	Start of the Term	13 January 2025
3.	Third Board of Studies Meeting	18 January 2025
4.	AMC Meeting at the Department level	AMC Meeting should be conducted once every 2 weeks.
5.	Remedial Classes	Before MSE (2 hours)
6.	Continuous Internal Evaluation (CIA)	CIA slots will be reflected by respective Subject Teacher in lecture plan
7.	Mini Project 1B - Evaluation I	17 February 2025
8.	Mid-Semester Examination (MSE)	27-28 February 2025 and 01-04 March 2025
9.	Open House and Submission of MSE Mark Sheet to Exam Section	10-12 March 2025
10.	Mini Project 1B - Evaluation II	17 March 2025
11.	Remedial Classes	After MSE (2 hours)
12.	Registration for Honours/Minor, PE, and OE Courses in SH-2025	Before 12 April 2025
13.	Visit to PCUBE event	19 April 2025
14.	Intercollegiate Project Competition - TechSparks	19 April 2025
15.	Mini Project 1B - Evaluation III	21 April 2025
16.	Last day of Instruction	25 April 2025
17.	Practical and Oral End-Semester Examination (ESE)	02-10 May 2025

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18.	Preparation Time + ESE (Theory)	11-31 May 2025
19.	Open House and Submission of ESE Mark Sheet to Exam Section	After ESE till 05 June 2025
20.	Semester Result Declaration	19-21 June 2025
21.	Preparation Time for Re-Examination for Failed Students	22 June 2025 to 12 July 2025
22.	Re-Examination for Failed Students	14-19 July 2025
23.	Open House and Submission of Re-Examination Mark Sheet to Exam Section	22 July 2025
24.	Re-Examination Result Declaration	25 July 2025
25.	Internship for Students	02 June 2025 to 25 July 2025
26.	Summer Special Term and Examination for Students Failed in SH-2024 Re-Examination	02 June to 11 July 2025
27.	Commencement of Classes for Next Semester (SH-2025)	28 July 2025

**B. Other Activity (Institute Level)**

1.	Alumni Meet	04 January 2025
2.	Teacher's Orientation Program	10 January 2025
3.	1 <sup>st</sup> Online Feedback on Teaching-Learning Process	03-07 February 2025
4.	ETAMAX	13-15 February 2025
5.	Academic Adherence Committee (AAC) Meeting a. Serious defaulters in Academics and Attendance b. Registration for ILOs (for TE students)	a. 21 February 2025 and 28 April 2025 b. 15 April 2025 + As and when required
6.	Academic Council Meeting	Before 01 March 2025
7.	CDC + Governing Council Meeting	Before 05 April 2025



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8.	Certificate Distribution Ceremony for 2024 Passed Out Batch	05 April 2025 (Tentative)
9.	Online Feedback (2 <sup>nd</sup> Feedback on Teaching-Learning Process, Extracurricular, Facilities & Course Exit Survey )	07-12 April 2025
10.	Send-off party of BE students	25 April 2025
11.	Examination Committee Meeting	Before Semester Results Declaration
12.	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.
13.	IQAC Meeting	a) IQAC Internal Meeting: 15 May 2025. b) IQAC Meeting: 19 Jul 2025.
14.	Meeting of the Principal with HODs and Deans	Every 1st and 3rd Friday /Saturday
15.	Attendance Monitoring Committee (AMC) Meeting at Institute Level: NOTE: 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	1 <sup>st</sup> AMC: 12 February 2025  2 <sup>nd</sup> AMC: 13 March 2025  3 <sup>rd</sup> AMC: 28 April 2025

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	about whether a student should be permitted to submit term-work or not.	
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<b>B. Other Activity (Department Level)</b>		
1.	DWC Meeting	10 January 2025
2.	Department staff meeting	Every 1st and 3rd Saturday
3.	1 <sup>st</sup> round of students mentoring (Interaction to be recorded in the mentoring form)	13-17 January 2025
4.	Session on "Aptitude Training"	January 2025
5.	Awareness activity on Physical fitness	January 2025
6.	Interaction of Final year students with 3 <sup>rd</sup> year students	February 2025
7.	Interaction of 3 <sup>rd</sup> year students with 2 <sup>nd</sup> year students	February 2025
8.	Technical Test	February 2025
9.	Workshop on "ICT Tools-LATEX"	February 2025
10.	Seminar on "Patent Submission procedure"	February 2025
11.	2 <sup>nd</sup> round of student mentoring	10-13 March 2025
12.	CSI Activity – INFOBITS 1. Seminar on "AI for Social Good" 2. Seminar on "Waste Management for better tomorrow"	15 March 2025
13.	Parent-Teacher Interaction ( PTI )	15 March 2025
14.	Seminar on "Career Guidance"	March 2025
15.	3 <sup>rd</sup> round of student mentoring (Interaction to be recorded in the mentoring form)	07-12 April 2025
16.	Updating NBA/NAAC Work (Proofs/Format) + Updating College/Department Web Pages. (It should be a regular activity )	Before Vacation Begins
17.	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 July 2025
18.	One week STTP on "Application of AIML in financial domain"	June 2025
19.	Collaborative activities with other institutions- IISER	FH 2025



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20.	Collaborative activities with other institutions- Infinity Pool	FH 2025
21.	DQAC Audit	Before 19 July 2025
22.	IQAC Audit	22-24 July 2025

**Dr. Shubhangi Vaikole**  
Head of the Department  
Department of Information Technology

**Dr. Milind Shah**  
Dean Academic  
FCRIT, Vashi

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**Department of Information Technology  
Department Academic & Other Activities Calendar for TE & BE  
(AY 2024-25) (FH-2025)**

<b>A. Term Outline &amp; Academic Activities</b>		
<b>Sr. No.</b>	<b>Activity</b>	<b>Duration/Date</b>
1.	Re-Examination for Students Failed in Previous Semester	04-10 January 2025
2.	Start of the Term	13 January 2025
3.	Application for Change in Course Choice(ILO/DLO) (Subject to Availability)	17-19 January 2025
4.	Third Board of Studies Meeting	18 January 2025
5.	Assignment Test-1 for Semesters VI & VIII	05 -18 February 2025
6.	B.E. Major Project II - Evaluation I	12 February 2025
7.	T.E. Mini Project 2B- Evaluation I	20 February 2025
8.	AMC Meeting at the Department level	AMC Meeting should be conducted once every 2 weeks.
9.	Remedial Classes	Before IA-1 ( 2 hours)
10.	Internal Assessment-1(IA-1) Examination	27-28 February 2025 and 1 March 2025
11.	B.E. Major Project II - Evaluation II	12 March 2025
12.	Open House for IA-1	05-07 March 2025
13.	Assignment Test-2 for Semesters VI & VIII	07-15 April 2025
14.	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)	07-15 April 2025
15.	Registration for ILO and DLO Courses in SH-2025	Before 12 April 2025
16.	T.E. Mini Project 2B - Evaluation II	17 April 2025



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17.	B.E. Major Project II - Evaluation III – PCUBE	19 April 2025
18.	Intercollegiate Project Competition - TechSparks	19 April 2025
19.	Remedial Classes	Before IA-2 ( 2 hours)
20.	Internal Assessment-2 (IA-2) Examination	22-24 April 2025
21.	Last day of Instruction	25 April 2025
22.	Open House for IA-2 and Submission of IA Mark Sheet to Exam Section	29-30 April 2025
23.	Practical and Oral End-Semester Examination (ESE)	02-10 May 2025
24.	Preparation Time + ESE (Theory)	11-31 May 2025
25.	Open House and Submission of ESE Mark Sheet to Exam Section	After ESE till 05 June 2025
26.	Semester Result Declaration	19-21 June 2025
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31.	Internship for Students	02 June 2025 to 25 July 2025
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3.	1 <sup>st</sup> Online Feedback on Teaching-Learning Process	03-07 February 2025
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13.	IQAC Meeting	a) IQAC Internal Meeting: 15 May 2025. b) IQAC Meeting: 19 Jul 2025.
14.	Meeting of the Principal with HODs and Deans	Every 1st and 3rd Friday /Saturday





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	2. Seminar on "Waste Management for better tomorrow"	
13.	Parent-Teacher Interaction ( PTI )	15 March 2025
14.	Seminar on "Career Guidance"	March 2025
15.	3 <sup>rd</sup> round of student mentoring (Interaction to be recorded in the mentoring form)	07-12 April 2025
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