



# Lingaya's Vidyapeeth, Faridabad

Deemed-to-be-University u/s section 3 of UGC Act. 1956

Approved by MHRD/ AICTE/ PCI/ BCI/ COA/ NCTE

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Website: www.lingayasuniversity.edu.in

## Academic Calendar for First Year Students- Lingaya's Vidyapeeth, 2020-2021 (Odd Semester)

Sr. No.	Description	Timeline	Responsibility
1	Allocation of teaching load/ subjects	20th November, 2020	HOD
2	Finalization of Time Table	24th November, 2020	HOD/ Centralized Time Table Incharge
3	Sending odd semester scheme, list of CC (Class Coordinator), Course Coordinator, Lab Incharge and copy of time table to Dean (Academics)	27th November, 2020	HOD
4	Preparation of course plan file and lab manuals	27th November, 2020	HOD
5	Orientation for new students	1st to 3rd December 2020	Dean (Academics)/ HODs
6	Forwarding Roll List to HODs, Exam Cell, ERP & Accounts Section	4th December 2020	Dean (Academics)
7	Verification of Student list in Schoofi	4th December 2020	HOD
8	Commencement of Online Classes for students	7th December 2020	HOD/ Dean (Academics)
9	Mandatory Online Registration for the Odd semester 2020-21 for students	7th-9th December 2020	Academics Section
10	Downloading report of Schoofi attendance by all the departments	last day of every month	HOD
11	Status of Students' attendance to be displayed on the University Website/ Schoofi	2nd day of subsequent month	HOD
12	Submission/ filling of Online class report	daily	faculty members/ HOD
13	Submission of monthly report of School/ Department to Dean (Academics)	By 5th of every month for previous month report	HOD
14	Review of Course plan file	First week of January 2021	HOD/ Dean (Academics)
15	Quiz/ Viva/ Test-1 based on Assignments	4th-6th January 2021	HOD
16	Issue of Yellow cards and informing students/ parents about attendance/ marks through CC	11th-14th January 2021	HOD
17	Preparation of Mid semester exam datesheet and uploading on website	15th January 2021	Exam. section
18	Submission of Question Bank/ Question Papers for Mid term Examination by school/ departments to Exam. section	20th January 2021	HOD
19	Mid Semester Exam - I	1st-6th February 2021	COE
20	Quiz/ Viva / Test -II based on Assignments	22nd-24th February 2021	HOD
21	Issue of Yellow cards & inform to the students/ parents about attendance/ marks through CC	1st-3rd March 2021	HOD
22	Payment of Fees of Even Semester 2020-21	22nd February-10th March 2021	Accounts Section
23	Feedback of students on teaching/ learning	8th -11th March 2021	Dean (Academics)
24	Quiz/ Viva/ Test -III Based on Assignments	15th-17th March 2021	HOD
25	Mid Semester Exam - II (Pharmacy)	1st-6th March 2021	COE
26	Submission of Question Bank / Question Papers for End Semester Examination by school/ departments to Exam. section	10th March 2021	HOD
27	Preparation of End Semester Exam. datesheet and uploading on website	10th March 2021	Exam. section
28	End of Classes	26th March 2021	
29	Publishing Detention List for Odd Semester 2020-21	22nd March 2021	Dean (Academics)
30	Admit Card/ Hall Ticket generation for those who are not in the detention list (after Compliance of no Dues)	24th-26th March 2021	Academics section
31	External Practical Exam.	29th March-1st April 2021	HOD/ COE
32	End Semester Exams.	2nd-14th April 2021	COE
33	Winter Break	15th-18th April 2021	
34	Start of Next Even Semester 2020-21	19th April 2021	

Note : The holiday list will be released separately.

Prof. (Dr.) Vishwajeet V. Jituri  
Dean (Academics)

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