

**Academic Calendar Even Semester 2016-2017**

Academic Calendar of Lingaya's University, Session 2016-2017 (Even Semester)			
Sr. No.	Description	Even Semester	Responsibility
	Academic Calendar		
1	Requisitioning of books, lab equipment etc. for Even semester 2016-17	20th December, 2016	HOD
2	Allocation of teaching load/subjects/internship	20th December, 2016	HOD
3	Announcement of CC, course coordinator, Floor Incharge, Dept. Exam Coordinator, Attendance Coordinator, Time Table Incharge & Lab Incharges	22nd December, 2016	HOD
4	Finalization of Time Table	30th December, 2016	HOD/ Centralized Time Table Incharge
5	Preparation of course files & lab manuals	5th January, 2017	HOD
6	Sending even semester scheme, list of CC, course coordinator, Floor Incharge, Dept. Exam Coordinator, Time Table Incharge, Lab Incharges & copy of Time table to academic Section	5th January, 2017	HOD
7	Registration opens for the even semester 2016-17	6th January, 2017	Academic Section
8	Declaration of result of odd semester 2016-17	14th January, 2017	Exam Section
9	Commencement of Classes	16th January, 2017	Department
10	Registration closes for even semester (2016-17)	17th January, 2017	Academic Section
11	Forwarding Roll List to HOD's, Exam Cell, ERP & Account Section	17th January, 2017	Academic Section
12	Sending report of biometric attendance to all the departments	Last day of every month	Biometric Section
13	Likely to be Detained list display on	4th day of next	Department

	the university website/Notice board	month	
14	Course withdrawal for Final year students	25th January - 13th February, 2017	Academic Section
15	Submission of Question Bank to Exam Cell	2nd February, 2017	Exam Section
16	Review of Course File	1st week of February, 2017	HOD/PVC/VC
17	Quiz Based On Assignment -I	6th -8th February, 2017	Department
18	Issue of Yellow cards & inform to the students/parents about attendance/marks through CC	10th February, 2017	Department
19	Tech - Fest & Sports	10th February, 2017	
20	Mid Semester Exam -I	27th Feb - 04th March, 2017	Exam Section
21	Issue of Yellow cards & inform to the students/parents about attendance/marks through CC	10th March, 2017	Department
22	Quiz Based On Assignment-II	20th- 22nd March, 2017	Department
23	Feedback of the students on teaching learning	3rd week of March	OSD
24	Issue of Yellow cards & inform to the students/parents about attendance/marks through CC	10th April, 2017	Department
25	Mid Semester Exam -II	17th - 22nd April, 2017	Exam Section
26	Quiz Based on assignment -III	3rd-5th May, 2017	Department
27	End of Classes	12th May, 2017	
28	Display of Detention List	12th May, 2017	Academic Section
29	External Practical Exam	15th-19th May, 2017	Department
30	Preparatory Leave for End Semester Exam	20th May- 27th May, 2017	
31	End Semester Exams	29th May - 16th June, 2017	Exam Section



32	Evaluation of Internship	12th - 16th June,2017	Department
33	Summer Break	19th June-12th July,2017	
34	Start of Next Odd Semester	17th July,2017	

