Lingaya's Vidyapeeth

Academic Calendar Odd Semester 2019-20

Academic Calendar of Lingaya's Vidyapeeth, 2019-2020 (Odd Semester)			
Sr. No	Description	Odd Semester	Responsibility
	Academic Calendar		
1	Allocation of teaching load / subjects	Last week of May, 2019	HOD
2	Requisition of books and lab equipment,Faculty Requirement,Maintenance of Lab and Readiness of labs for odd semester 2019-20	7th June, 2019	HOD
3	Announcement of CC, course coordinator, Floor Incharge, Dept. Exam Coordinator, Attendance Coordinator, Time Table Incharge & Lab Incharges	10th June, 2019	HOD
4	Finalization of Time Table / updation on website	20th June, 2019	HOD / Centralized Time Table Incharge
5	Preparation of course files & lab manuals	24th June, 2019	HOD
6	Sending odd semester scheme, list of CC, course coordinator, Floor Incharge, Dept. Exam Coordinator, Time Table Incharge, Lab Incharge & copy of time table to Dean (Academics)	2nd July,2019	HOD
7	Registration opens for the Odd semester 2019-20	24th-31st July,2019	Academic Section
8	Commencement of Classes	29th July,2019	HOD
9	Forwarding Roll List to HODs, Exam Cell, ERP & Account Section	5th August ,2019	Dean(Academics)

10	Verification of Student list in Byndr	5th August,2019	HOD
11	Downloading report of Byndr attendance by all the departments	Last day of every month	HOD
12	Oreientation Day for new students to all the departments	16th August,2019	Dean(Academics)
13	Commencement of classes for new Students	19th August,2019	HOD
14	Status of Students attendance to be displayed on the University Website/Notice board	2nd day of subsequent month	HOD
15	Review of Course file	First week of August 2019	HOD/ Dean(Academics)
16	Quiz Based Assignment - 1	26th -30th August,2019	HOD
17	Issue of Yellow cards & inform to the students /parents about attendance /marks through cc	26th-30st August,2019	HOD
18	Mid Semester Exam - I	23rd-28th September,2019	COE
20	Quiz Based Assignment - II	9th - 11th October,2019	HOD
	Issue of Yellow cards & inform to the students /parents about attendance /marks through cc	9th-11th October,2019	HOD
21	Payment of Fees of Even Semester,2019-20	20th October -10th November,2019	
	Feedback of the students on teaching learning	21st - 24th October,2019	Associate Dean(Academics)
	Quiz Based Assignment - III	29th October- 1st November,2019	HOD
24	Zest	08th-09th November ,2019	Convenor(Cultural Activities)
26	Mid Semester Exam - II(Pharmacy)	11th -14th November,2019	COE
27	Display of Detention List due to shortage of Attendance	14th November,2019	Dean(Academics)
28	End of Classes	15th November,2019	

29	External Practical Exam	19th-22nd November,2019	HOD/ COE
30	Preparatory Leave for End Semester Exam	24th -26th November,2019	
31	End Semester Exams	27th November– 13th December,2019	COE
32	Start of Next Even Semester	16th December,2019	
33	Registration opens for the even semester 2019-20	16th December- 23rd December 2019	HOD/ Academic Section
34	Winter Break	4th -19th January,2020	

Academic Calendar of Lingaya's Vidyapeeth, Session 2019-2020 (Even Semester)

S.No	Description	Date/Timeline	Responsibilty
1	Requisition of Books, Lab equipment etc. for Even semester 2019-20	28th November, 2019	HOD
2	Preparation of Department Teaching load for even Semester	28th November, 2019	HOD
3	Allocation of Teaching load/Subjects	30th November, 2019	HOD
4	Announcement of CC, Course Coordinator, Floor Incharge, Dept. Exam Coordinator, Attendance Coordinator, Time Table Incharge Lab Incharges & ERP Co-ordinator	30th November, 2019	HOD
5	Finalization of Time Table and updation on Website	4th December, 2019	HOD/ Centralized Time Table Incharge
6	Submission of Even semester Scheme,list of CC, Course Coordinator, Floor Incharge, Dept. Exam Coordinator, Time Table Incharge, Lab Incharges & copy of Time Table to Academic and ERP section	5th December, 2019	HOD
7	Preparation of Course files & Lab manuals	9th December, 2019	HOD
8	Registration opens for the Even Semester (2019-20)	16th - 20th December, 2019	Academic Section
9	Commencement of Classes	16th December, 2019	HOD
10	Forwarding Roll List to HOD's, Exam Cell,ERP,Library & Account Section	23rd December, 2019	Academic Section
11	Verification of Student list in ERP software	24th December, 2019	HOD
12	Course withdrawl for Final year Students	24th December 2019- 3rd January 2020	Academic Section
13	Internship starts for final year students (B.Tech/MCA)	1st January,2020	HOD/T&P
14	Downloading report of Schoofi attendance by all the departments	Last day of every month	HOD
15	Submission of monthly report of School/Department to Dean Academics	1st day of subsequent month	HOD
	Status of students attendance to be displayed on the University website/Notice board	2nd day of subsequent month	HOD
16	Review of Course File	1st week of January 2020	HOD/Dean Academics
17	Winter Break for students	4th January -19th January 2020	
18	Quiz Based On Assignment -I	20th - 24th January, 2020	Department/HOD
19	Issue of Yellow cards & inform to the students/parents about attendance/marks through CC	7th February, 2020	HOD
20	Tech Fest & Sports Day	14th February,2020	Tech Fest Incharge/ Sports Incharge
21	Preparation of Mid term Examination Datesheet	10th February, 2020	Exam Section
22	Submission of Question Bank / question papers for Mid term Examination by school/ departments to Exam section	10th February, 2020	HOD
23	Mid Semester Exam	2nd - 7th March, 2020	Exam Section
24	Issue of Yellow cards & inform to the students/parents about attendance/marks through CC	7th March, 2020	HOD
	Submission of question bank / question papers for End Semester examination by school/ departments to Exam section	9th March, 2020	HOD
25	Quiz Based On Assignment-II	23rd -27th March, 2020	Department/HOD
26	Feedback of the students on Teaching learning	2nd Week of March 2020	ERP/Academics
28	Issue of Yellow cards & inform to the students/parents about attendance/marks through CC	7th April 2020	HOD
29	Preparation of End semester exam datesheet and uploading on website	10th April 2020	Exam section
30	Quiz Based on assignment -III	13th April - 15th April, 2020	Department/HOD
31	Mid Semester Exam-II (pharmacy)	20th April - 24th April, 2020	Exam sectiom
32	Display of Detention List due to shortage of attendance	28th April,2020	Academics
33	End of Classes	1st May, 2020	
34	External Practical Exam	5th May- 8th May, 2020	HOD
35	Preparatory Leave for End Semester Exam(Revision classes)	9th May -12th May, 2020	
36	End Semester Exams	13th May - 30th May, 2020	Exam Section
37	Evaluation of Internship	1st June,-4th June, 2020	HOD
38	Summer Break	1st June - 26th July, 2020	
39	Start of Next Odd Semester (Continuing Students)	27th July, 2020	
40	Orientation for New Students	3rd August, 2020	
41	Commencement of Classes for New students	4th August, 2020	

List of Holidays(Even sem 2019-20)

Chrismas day	Wednesday, 25th december 2019
Republic Day	Sunday, 26th January, 2020
Holi	Tuesday, 10th March,2020
Mahavir Jayanti	Monday, 6th April 2020
Idul Fitr	Monday,25th May,2020

Lingaya,s Vidyapeeth, Faridabad

(Deemed to be University, Approved under section 3 of UGC Act, 1956)

NOTIFICATION

Dear Students

We are fully aware that whole World has been passing through the severe crisis caused by COVID-19 and almost all of the economies have been shaken besides losing human life across world. Big/ Small organizations have been struggling for survival. However believing people as one of the strong asset, understanding the current circumstances and invisible líne of sight, competent authority has decided to revise Academic Calendar for the academic session 2019-20. This academic calendar is applicable only for this year and shall not be taken as precedence in the future.

Please go through the same. Kindly note every deadline and ensure you follow the same.

Revised Academic Calendar 2019-20(Regular/ Backlog papers)

S.N.	Activity	Date
1	End of classes and Even semester 2020	4th May, 2020
2	Attendance Compilation for even semester 2020	11th May, 2020
3	Self-Declaration to be given by students that Aarogya Setu app to be downloaded and installed in student's mobile and proof submission to respective HOD	11th May, 2020- 14th May, 2020
4	Project/ Assignment internal review (UG/PG)	15th May, 2020
5	Publishing Detention List for Even Semester 2019-20	15th May, 2020
6	Filling up Feedback form, Course exit survey in schoofi	15th May, 2020 -18th May, 2020
7	Student can refer Course Assignments clarification from teacher	15th May, 2020
8	**Registration for next Semester** 15th May, 2020 – 21st May, 2020 (without late fee) 22nd May, 2020 – 26th May 2020 (with late fee of Rs. 500/) 27th May, 2020 – 30th May 2020 (with Late fee of Rs. 3000/) No Registration will be accepted after 30th May, 2020	15th May, 2020 – 21st May, 2020
9	Publishing Date Sheet for online Viva / Exam	18th May, 2020
10	Practical's Classes / File submission	18th May, 2020
11	**Clearing of University dues (Teacher NOC for all submission, Employer NOC for internship, Accounts & any other dues)**	**18th May, 2020**
12	Capstone Project/Internship/ Dissertation internal review for graduating batch (UG/PG)	18th May, 2020 – 20th May ,2020
13	Project Report/internship report (pdf) /Dissertation submission by Graduating batch (Undergraduate/Postgraduate students) with checklist (Plagiarism report to be attached in report itself, certificate internship (color copy), Placement letter)	25th May, 2020 – 29th May, 2020
14	**Hall Ticket Generation/Mail** for those who are not in detention list of even semester 2019-20 (after Compliance of no dues, course exit survey and Feedback & Arogya Setu app)	25th May, 2020 – 30th May,2020

15	**Hall Ticket Generation** for Capstone Project / Internship of Graduating batch - Undergraduate/Postgraduate students (after Compliance of no dues, Course exit survey, Program exit survey and Feedback & Arogya Setu app)	26th May, 2020 – 30th May, 2020
16	Display list of students successfully registered for next semester on University website/Schoofi	1st June, 2020
17	**Practical Viva** through Skype / google hangout/ (Undergraduate/ Postgraduate students) all years	2nd June 2020 – 20th June, 2020
18	**Project Exam / Internship Exams/ Dissertation/ Thesis Viva** through Skype/ Google hang out/ zoom/ (Undergraduate/Postgraduate students)	2nd June 2020 – 20th June, 2020
19	On line/ offline Examination for **Graduating batch** (Undergraduate/ Postgraduate students)	22st June 2020 – 30th June, 2020
20	Declaration of Result of **Graduating Batch** (Undergraduate/ Postgraduate students)	20th July, 2020
21	**End Term Theory Examinations /Backlog papers** for even semester(in 4 / 5 shift, 2 hours for all courses online/offline based on Covid-19 Spread/Government Advisory/UGC Guidelines	1st July 2020 – 20th July 2020
22	Start of Odd Semester 2020-21	3rd August , 2020
23	Declaration of Results (ETE/Backlog/)	10th August, 2020
24	Special Exams Registrations only for fail in End Term Examination / backlog papers for graduating batch & other students who are not eligible for promotion in next semester due to promotion policy	11th August, 2020 - 14 August, 2020

IMPORTANT POINTS TO BE NOTED:

1. All students are required to note above dates.

2. For any clarification may contact your class Counsellor/HOD

3. The above dates are fixed as on today however may get changed based on directives issued by the UGC/Central and State government time to time.

4. No separate communication will be sent for above activities. Students are required to check university website/ Scoofy regularly for any update /information. Detailed information and process documents shall be uploaded on university website time to time for each activity.

5. Exams can be through any one or multiple activities including MCQ, OMR, Open book exam, open choices, assignment /presentation/short answers and similar other electronic mode / physical as per UGC advisory/ other advisory from statutory councils

6. The performance of students shall be considered by following weightages

   a. For **Engineering, BCA, MCA, MBA, BBALLB, LLB, LLM** courses, weightage shall be for Internal Assessment(ABQ) shall be 30% +MTE 25% +ETE 45%

   b. For **B.COM, BBA, BMI, MSC, BSC, BA(ENG HONS), BJMC** courses, , weightage shall be for Internal Assessment(ABQ) shall be 30% +MTE 15% +ETE 55%

   c. For **B.ED, M.ED** courses, , weightage shall be for Internal Assessment(practicum) shall be 35% +MTE 10% +ETE 55%

   d. For **B.ARCH., M.ARCH** courses, weightage shall be for Internal Assessment(ABQ) shall be 40% +MTE 25% +ETE 35%

   e. For **B. Pharmacy courses,** weightage shall be for Internal Assessment shall be 25% + MTE 15% +ETE 60%

f. For **D. Pharmacy** Courses, weightage shall be for Internal Assessment(ABQ) shall be 20% +MTE 20% +ETE 60%

7. As per guidelines issued by **Ministry of Home Affairs, Government of India, vide notification No: 40-3/2020 DM-1(A), dated01.05.2020 has made all essential services including banking, internet services, online banking, IT services, medical services etc available and accessible. Students can pay their dues without any issues after maintaining social distancing**

8. All students are informed to clear the dues on or before the deadlines mentioned in above tables.

9. It may be noted that fine (if any) pertaining to session 2020-21 shall not be levied on payment of dues if paid on or before 18 May 2020.

10. No dues shall be mandatory for registration of all Examinations as notified in the tables above Academic Calendar

This is issued with the approval of Competent Authority.

Registrar