

Academic Calendar of Lingaya's Vidyapeeth, 2024 (Even Semester)

S.No.	Description	Dates	Responsibility
1	Requisition of books and lab equipment, Faculty Requirement, Maintenance of Lab and Readiness of labs for Even semester 2023-24	02.1.2024	HOD
2	Preparation of Department Teaching load for Even semester	02.01.2024	HOD
3	Allocation of teaching load / subjects	02.01.2024	HOD
4	Announcement of CC, course coordinator, Floor Incharge, Dept. Exam Coordinator, Time Table Incharge, Lab In charges & ERP Coordinator	02.01.2024	HOD
5	Finalization of Time Table / Updation on website	03.01.2024	HOD/Centralized Time Table In charge Ms. Manisha
6	Preparation of course files & lab manuals	03.01.2024	HOD
7	Sending Even semester scheme, list of CC, course coordinator, Floor Incharge, Dept. Exam Coordinator, Time Table Incharge, Lab Incharge, ERP Coordinator & copy of time table to Dean (Academics)	03.01.2024	HOD
8	Doubt Clearing Session	05.01.2024	HOD & Dr. Neha
9	Career Counseling & Guidance Session	11.01.24	HOD & Dr. Komal
10	Submission of Class Representatives (Student's Name) to office of DAA	16.01.2024	HOD
11	Registration opens for the Even semester 2023-24	02-08 Jan, 2024	Academic Section
12	Commencement of Classes for Last semester of all courses	02.01.2024	HOD
13-A	Commencement of Classes 4 th , 6 th & 8 th for respective courses	02.01.2024	HOD
13-B	Commencement of Classes for 2 nd Semester	29.01.2024	HOD
14	Forwarding Roll List to HODs, Exam Cell, ERP & Account Section	09.01.2024	Dean (Academics)
15	Verification of Student list in ERP	10.01.2024	HOD
16	Academic Basket Discussion Session	23.01.24	Dr. Neha & Mr. Pawan
17	One on One Discussion	24.01.24	HOD
18	Downloading report of ERP attendance by all the departments	Last day of Every Month	HOD & Ms. Himani
19	Submission of Monthly Report of School/ Department to Dean (Academics) followed by Dashboard presentation	1st day of Subsequent Month	HOD
20	Status of Students attendance to be displayed on the University Website/Notice board	2nd day of Subsequent Month	HOD
21	Guest Lecture	7-8 Feb 2024	HOD
22	Review of Course file	09.02.2024	HOD/ Dean (Academics)
23	Quiz Based Assignment – 1	12-15 Feb 2024	HOD
24	Preparation of Mid semester examination date sheet and uploading on Website	23.02.2024	Examination Department
25	Tech Fest & Sports day	23-24 Feb 2024	Tech Fest & Sports In charge
26	Issue of Yellow cards & inform to the students /parents about attendance /marks through course coordinator	26.02.2024	HOD
27	Submission of Question Bank / Question Papers for Mid-Semester Examination and End-Semester Examination.	26.02.2024	HOD
28	Audit/ Moderation of Question Bank/ Question Papers for ESE	27-29 Feb 2024	COE
29	International Women's Day	08.03.24	Dr. Neha & Dr. Komal
30	World Consumer Rights Day	15.03.24	Ms. Shivangi & Ms. Manisha
31	Mid Semester Exam – I	18-24 March 2024	COE
32	Feedback of the students on teaching learning	26-28 March 2024	Dean (Academics)
33	Industrial Visit	Last week of March 2024	Ms. Monica Anand
34	Remedial Classes for weak Students Mentor-Mentee Interaction	Every Friday	HOD
35	Issue of Yellow cards & inform to the students /parents about attendance/ marks through course coordinator	26.03.2024	HOD & CC's
36	Parents Teacher Meeting	30.03.24	HOD & CC's
37	Workshop on Research Methodology	April 2024	HOD & Faculties
38	Quiz Based Assignment – II	12.04.2024	HOD & Faculties
39	Preparation of Mid semester examination- II(Pharmacy) date sheet and uploading on Website	12.04.2024	Examination Department
40	Issue of Yellow cards & inform to the students/ parents about attendance/ marks through course coordinator	22.04.2024	HOD
41	Quiz Based Assignment – III	26.04.2024	HOD
42	Mid Semester Audit of the Schools/ Department	13.04.2024	Dean (Academics)
43	World Earth Day	22.04.2024	Mr. Vishesh & Ms. Akshita
44	Remedial Classes for Weak Students	22-30 April 2024	HOD
45	Preparation of End semester examination date sheet and uploading on Website	22 April 2024	Examination Department
46	Display of Detention List due to shortage of Attendance	26 April 2024	Dean (Academics)
47	End of Classes	30 April 2023	HOD
48	International Labour Day	01.05.24	Dr. Priyanka Jarolia
49	External Practical Exam	2- 4 May 2024	HOD/COE
50	Preparatory Leave for End Semester Exam	6-11 May 2024	Mr. Pawan & Mr. Praveen
51	End Semester Exams	13-31 May 2024	COE
52	Declaration of Results	Within 15 Days after completion of Examinations	COE
53	Summer Break	01 June -30 June 2024	
54	Academic Audit	22 June 2024	IQAC
55	Start of Next Odd Semester	1 July 2024	

List of Holidays

Holiday	Date
Republic Day	26-Jan-24
Holi	25-Mar-24
Id-ul-Fitr	11-April-24
Mahavir Jayanti	21-April-24

Dean (Academics)