



GEMS Polytechnic College

(Approved by AICTE, Govt. of India, F. No Northern/2015/1-2474317051)

NH-2, Jogiya more, Ratanpura, Aurangabad, Bihar- 824121

ACADEMIC CALENDAR 2023 - 2024 : 1st, 3rd & 5th SEMESTER

2023		October				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
						1
2 <i>Gandhi Jayanti Holiday</i>	3 <i>Commencement of Regular Classes for 1st Sem / Discuss Course Outcomes</i>	4	5 <i>Commencement of Regular Classes for 3rd & 5th Sem / Discuss Course Outcomes</i>	6	7	8
9 <i>Orientation Program - 1st Year</i>	10	11	12	13	14 <i>Workshop on "Entrepreneurship and Innovation" as Career Opportunity - IIC</i>	15
16 <i>Poor Attendance & Parent's Communication Report</i>	17	18 Semester Enrollment	19	20	21	22
					<i>Durga Pooja Holidays</i>	
23	24	25	26	27	28 <i>Nature Club</i>	29
				17	18	19
30 <i>Submission of 35 Marks Class Test Question Paper to COE after Head verification.</i>	31 <i>Poor Attendance & Parent's Communication Report / Session on Problem Solving and Ideation - IIC</i>	No. of Working Days: 21				
20	21					
2023		November				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
		1 <i>Monthly Attendance, Syllabus Coverage</i>	2	3	4	5
			<i>Class Test - 01 (30% of Syllabus Completion)</i>			
		22	23	24	25	
6 <i>My Story - Motivational Session by Successful Entrepreneur/Start-up founder - IIC</i>	7 <i>Display of Class Test-1 Marks, Slow Learners List and Remedial Action Taken</i>	8	9 <i>National Entrepreneurship Day-celebration -IIC</i>	10	11	12
26	27	28	29	30	<i>Diwali Holiday</i>	
13	14	15 <i>Poor Attendance & Parent's Communication Report</i>	16	17	18	19
				<i>Chatt Puja Holiday</i>		
20	21	22	23	24	25	26
				<i>Exposure and field visit for problem identification -IIC</i>		
				39	40	
27	28	29	30			
<i>Gurunanak Jayanti Holiday</i>	<i>Faculty Development Program - FDP</i>			No. of Working Days: 22		
	41	42	43			

2023		December				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
No. of Working Days: 24				1 Monthly Attendance, Syllabus Coverage, Poor Attendance Report 44	2 Workshop on Design Thinking, Critical thinking and Innovation Design - IIC 45	3
4 Submission of 35 Marks Class Test Question Paper to COE after Head verification. 46	5 47	6 48	7 49	8 50	9 Second Saturday Holiday	10
		Class Test - 02 (65% of Syllabus Completion)				
11 51	12 Display of Class Test-2 Marks, Slow Learners List and Remedial Action Taken 52	13 53	14 National Energy Conservation Day (India)-celebration - IIC 54	15 Poor Attendance & Parent's Communication Report 55	16 Workshop on Entrepreneurship Skill, Attitude and Behaviour Development - IIC 56	17
18 57	19 58	20 59	21 60	22 61	23 Technical Club & Carrier Guidance - TPO (3rd Year) 62	24
25 Christmas Holiday	26 63	27 64	28 65	29 66	30 Poor Attendance & Parent's Communication Report 67	31
2023		January				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1 New Year Holiday	2 Monthly Attendance, Syllabus Coverage, Poor Attendance Report 68	3 69	4 70	5 71	6 Chess Club 72	7
8 73	9 74	10 75	11 76	12 77	13 Poor Attendance & Parent's Communication Report 78	14
15 Makar Sankranti Holiday	16 Submission of 35 Marks Class Test Question Paper to COE after Head verification / National startup day-celebration - IIC 79	17 100% Syllabus Completion 80	Class Test - 03 (100% of Syllabus Completion)			21
				18 81	19 82	20 83
22 84	23 Display of Class Test-3 Marks, Slow Learners List and Remedial Action Taken 85	24 86	25 87	26 Republic Day Holiday	27 Photography Club 88	28
				Republic Day Holiday		
29 Poor Attendance & Parent's Communication Report 89	30 Last Working Day 90	31	No. of Working Days: 23			

Month & Year	No. of Working Days
October 2023	21
November 2023	22
December 2023	24
January 2024	23
Total No. of Working Days	90

Events / Activities	No. of Days
Maximum No. of Lecture Days	65
Department, Club, Professional Society Activities, Industrial Visits	8
Technical Events, Para Academic Activities & IIC Activities	8
Class Test	9
Total No. of Working Days	90

Notes:

1. Above Teaching days are calculated as per the current SBTE 2023-2024 Academic Calendar. The Changes (if any) may be applicable subject to further notification by the SBTE, Bihar. (Changes were done in the number of working days based on the Academic Calendar send by SBTE Circular Letter No. 3967_Patna, Dated 18-09-2023_Academic Calendar-2023(Even).

2. A separate Department Wise Academic calendar will be issued by all departments comprising their departmental activities / events planned for ODD Semester 2023-2024.

3. Faculties were informed to interact with students to discuss their corresponding **Course Outcomes** during their first Lecture Hour.

4. **Class Test 1 - 3** will be conducted under the GPC Controller of Examination. Maximum marks to be considered for Class Test is 35 Marks.

5. Class Test are to be conducted during both FN & AN Sessions and they are to be completed within 3 working days as per the schedule given above.

Instruction To Prepare Department Academic Calendar:

1. Academic Department Heads were instructed to prepare the Department Academic calendar by taking this Institution Calendar as a base.

2. Department heads are responsible to submit all the mentioned reports based on given deadline.

3. Department heads are requested and responsible to submit the students poor attendance report twice in a month.

4. **The Following department events/activities has to be taken into Consideration while preparing the department Academic Calendar:**

a. **Department Orientation Program** (Includes General rules & regulation, NBA Orientation, Department Vision, Mission, PEOs, PSOs)

b. **NSS Activity** (Dept Wise Faculties and Students need to Contribute to the NSS Activities and maintain the proper report)

c. **Para Academic Activity on Saturdays** (Dept.wise need to plan the Activity and convey the same to ParaAcademic Team)

d. **ISTE Professional Society Activity** (Dept. wise one Activity per Semester needs to conduct and submit the report to **Mr Titus GPC-ISTE in charge**)

e. **IIC Activity** (Dept. wise one Activity per Semester needs to conduct and submit the report to **Mr Ragunath GPC-IIC in charge**)

f. **Guest Lecture** (Dept. wise need to conduct a guest lecture to meet the curriculum gaps, industry/profession requirements & POs & PSOs)

g. **Industrial Visit** (Dept. wise need to arrange an industrial visit to meet curriculum gaps, industry/profession requirements & POs&PSOs)

h. **Faculty Development Program (FDP)** (Dept. wise need to organise an FDP one per semester)

i. **Club Activities:** All club activities will take place exclusively on Saturdays, each lasting for a duration of one hour.

Copy to:

1. Dean & Principal Office
2. All Department Heads
3. The Controller of Examinations
4. The Library
5. The Para Academic Department
6. The Accounts Office
7. The Campus Manager

Dean of Academics

Dean of Academics
GEMS Polytechnic College
Ratanpura, Aurangabad
Bihar - 824121



Ramgopal
PRINCIPAL
GEMS Polytechnic College
Ratanpura, Aurangabad
Bihar-824121