

GOVERNMENT OF ANDHRA PRADESH

Office of the
Commissioner of Technical Education
Andhra Pradesh : : Hyderabad

Cir. Memo. No. H/2957/2015

Dated:22-06-2015

Sub: TECHNICAL EDUCATION – Academic - Academic Calendar 2015-16
Communicated - Reg.

Ref: Academic Calendar for the year 2015-16 furnished by the Secretary,
SBTET, A.P., Hyderabad.

The Principals of all the Government/Aided / Private Un-aided Polytechnics / Second-Shift Polytechnics in the existing Engineering Colleges and D-Pharmacy, under the control of this Department are hereby informed to adhere to the Academic Calendar 2015-16. Further, the Principals are instructed to conduct extra class-work to make good of the number of lost working days, if any.

Further, the Regional Joint Directors of Technical Education, Kakinada, & Tirupathi are requested to monitor and ensure the compliance of the Academic Calendar-2015-16, by the respective Institutions under their jurisdiction.

The receipt of this Memo shall be acknowledged.

Sd/- B.Udayalaxmi
COMMISSIONER

To

- 1.All the Principals of Govt/ Aided/Private Polytechnics / D. Pharmacy Institutions/ Second-shift Polytechnics in the existing Engineering Colleges
2. The Regional Joint Directors of Technical Education, Kakinada, & Tirupati.


Copy to:

1. The Principal Secretary to Government, Higher Education (TE) Department.
2. The Secretary, SBTET, A.P. Hyderabad for information and necessary action.
3. All Officers and sections in the Commissionerate.


For Commissioner

ACADEMIC CLAENDER FOR THE YEAR 2015-16				
SL.NO	COURSES	COMMENCEMENT OF CLASS WORK	LAST WORKING DAY	COMMENCEMENT OF EXAMINATIONS
3-YEAR REGULAR DIPLOMA COURSES				
1.	a) 1st Year	01-07-2015	15-03-2016	Practical Exams: 16.03.2016 to 19.03.2016 Theory: 23.03.2016 to 18.04.2016
	b) III and V Semesters	09-06-2015	07-10-2015	Practical: 08.10.2015 to 13.10.2015
				Theory: 26.10.2015 to 13.11.2015
	c) IV and VI Semesters	16-11-2015	15-03-2016	Practical: 16.03.2016 to 19.03.2016
				Theory: 23.03.2016 to 18.04.2016
	D.PHARMACY COURSE			
2.	a) 2 nd Year	29-06-2015	15-03-2016	Practical: 16.03.2016 to 19.03.2016 Theory: 23.03.2016 onwards.
INDUSTRIAL IN-PLANT TRAINING				
2.	a) One-Semester (6 months) Industrial Training for C-09 Sandwich Diploma Courses for the academic year 2015-16 is from 20-05-2015 (for V semester students) & 16-11-2015 (for VI semester students).			
	b) One-year Industrial Training for 3-1/2-year Sandwich Diploma courses for the academic year 2015-16 is from 01-06-2015 TO 31-05-2016.			
UNIT TESTS				
			FROM	TO
3.	1st Year	Unit Test - I	15-09-2015	19-09-2015
		Unit Test - II	28-12-2015	31-12-2015
		Unit Test - III	10-03-2016	15-03-2016
	III/V Semester	Unit Test - I	04-08-2015	07-08-2015
		Unit Test - II	03-10-2015	07-10-2015
	IV/VI Semester	Unit Test - I	05-01-2016	08-01-2016
Unit Test - II		11-03-2016	15-03-2016	
INTER-POLYTECHNIC SPORTS AND GAMES MEET - 10-12-2015 TO 20-12-2015				
HOLIDAYS/VACATION				
			FROM	TO
4.	a) Dassera Holidays - 2015		14-10-2015	22-10-2015(bdi) 09 days
	b) Pongal Holidays - 2016		09-01-2016	17-01-2016(bdi) 09 days
	c) Summer Vacations 2015-16		09-04-2016	07-06-2016(bdi) 60 days
NOTE:				
1. During Oct/Nov examinations period, class work for 1 st Year regular courses and for D.Pharmacy 1 st year shall be conducted.				
2. The Principal shall make efforts to make good the lowest working days, if any by conducting extra-classes so as to adhere to the minimum working days norm: 90days/semester; 180 days/year				

Sd/- B.Udayalaxmi
COMMISSIONER


For COMMISSIONER

ACADEMIC CALENDER 2015-16

June 2015

College Activities		
Week / Date	Activity	Description
1 st & 2 nd week	IVC Admissions 2015	1 st week- A U admissions, 2 nd week – S V U admissions
5th	World Environment day	Planning and organizing plantation Programme in consultation with district Authorities
9th	Commencement of class work 3 rd and 5 th Semester	Commencement of class work for 2 nd and 3 rd year
14th	World Blood Donor day	Red ribbon Clubs shall conduct activity to promote awareness among Students and parents
3rd Week- Saturday	Principal, Heads of Sections and Staff meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
4th Week- Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps

July, 2015

College Activities		
Week/ Date	Activity	Description
1 st week / 2 nd week	Commencement of class work I Year	Commencement of class work for I year Orientation for I year students- College activities, facilities, certificate / Add on Courses, Identification of Class Teacher
	Orientation for I year students	College activities, facilities, certificate / Add on Courses, Identification of Class Teacher and display the list
	Anti ragging campaign -	Organizing Anti Ragging campaign in the college premises
	D.Pharmacy Notification	Online receiving of applications
2nd Week	Result analysis	College level , Department wise and lecture wise progressive Result analysis and submission to office of the CTE Planning for remedial Teaching
3rd Week	D.Pharmacy Admissions Commencement of class work	D.Pharmacy Admissions, Commencement of class work.
	Extension Activities & College Social Responsibility Cell	Enrolment of students into NCC/Sports/Cultural etc.Organizing related activities
4th Week	Industry, Academic interfacing	A meeting shall be convened by the Principal, HOD with Industrialists from <u>the industry nearby the Institution</u>
1 st week – Saturday	Head of Section and Staff 1. Review Meeting at different Levels 2. Student (Progress) Meeting	Review of Academic, Administrative and financial aspects Recording Student Progress Procurement plan etc.,
3rd Week – Saturday	Principal, Heads of Sections and Staff meeting at institutional Level convened by principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
4th Week- Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps
Departmental Activities		
2 nd / 3 rd week	State teachers awards	Committee constitution, Preparation of <u>guidelines for selection.</u>
2 nd / 3 rd week	D.Pharmacy / HMCT admissions	Commencement of class work

August, 2015

College Activities		
Week & date	Activity	Description
12 th	International youth day	Conduct essay, debate, etc., competitions
15 th	Independence Day	Celebration of Independence Day in each & every Polytechnic, prize Distribution for winners in the above
29 th	Telugu Bhasha Dinotsavam	Conduct of related activities
1 st Week	Unit Tests for odd Semester	Conduct of 1 st Unit Test for III and V Semester Students
	Teacher awards	Receiving of nominations
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
4 th Week	Parent – Teacher meeting	Parent Teacher meeting shall be convened by Principal and shall enlighten the Parents about the attendance and academic Performance of the Students concerned
1 st Week – Saturday	Head of Section and Staff	Review of Academic, Administrative and financial aspects
	1. Review Meeting at different Levels 2. Student (Progress) Meeting	Recording Student Progress Procurement plan etc.,
3 rd week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff
4 th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps
Departmental Activities		
3 rd / 4 th week	State teachers awards	Selection Committee constitution, Preparation of selection list for Govt. Order

September, 2015

College Activities		
Week / Date	Activity	Description
5 th	Teachers Day	Celebrations of Teachers Day at each Polytechnic
15 th	Engineers day	Create awareness of the day and conduct related competitions
22 nd	Hindi Divas Celebrations	Organizing related Activities
24 th	NSS Day	NSS Activities
1 st Week	Board Of Governors (BOG) Meeting	To Conduct Board of Governing Body meeting as per the AICTE guidelines
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
3 rd Week	Parent – Teacher meeting	Parent Teacher meeting shall be convened by principal and shall enlighten the Parents about the attendance and academic Performance of the Students concerned
	Unit Test – I for 1 st year	Unit Test-I for 1 st Year Students
	Head of Section and Staff	Review of Academic, Administrative and financial aspects
1 st week – Saturday	1. Review Meeting at different Levels 2. Student (Progress) Meeting	Recording Student Progress Procurement plan etc.,
	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
4 th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps
Departmental Activities		
5 th Sep.	State Teacher Awards	Presentation of Awards to Teachers on Teachers' Day

October, 2015

College Activities		
Week / Date	Activity	Description
2nd	Mahatma Gandhi Birthday	Celebrations of Mahatma Gandhi Birthday
31st	National Integration Day	Conduct of related activities
14th to 22nd	Dassera Holidays	Holidays for Polytechnics to celebrate Durgastami festival
1 st Week	II Unit Test for III & V Semester	Conduct of II Unit Test Tests at institutional Level for III & V Semester
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
3 rd Week	Practical Examinations	Conduct of Practical Examinations for odd semesters
4th week onwards	Semester End Exams (Regular and Supplementary)	Regular and supplementary Exams as Notified by State Board of Technical Education and Training
1st week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
4th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN) (with 1 st Year Students)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps

November, 2015

College Activities		
Week / Date	Activity	Description
11th	National Education Day	Conduct of related activities
16th	Commencement of Class work for IV and VI Semester	Commencement of Class work for IV and VI Semester in all Polytechnics
3 rd week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
4th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps

December, 2015

College Activities		
Week / Date	Activity	Description
1st	AIDS Day	Red Ribbon Clubs Conduct AIDS Awareness programs in Collaboration with District
10th	Human Rights Day	Conduct of related activities
10th to 20th	Inter Polytechnic sports and Games Meet(IPGSM)	Inter Polytechnic Games & Sports Meet Institution Level, zonal Level & State Level shall be organized under the Supervision of
4th Week	Unit Test-II for I Year	Unit Test-II for I Year
1 st week – Saturday	Head of Section and Staff 1. Review Meeting at different Levels 2. Student (Progress) Meeting	Review of Academic, Administrative and financial aspects Recording Student Progress Procurement plan etc.,
3 rd Week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
4th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps
Dec	Uploading to AICTE for EOA and LOA	Uploading to AICTE for EOA and LOA

January, 2016

College Activities		
Week / Date	Activity	Description
12th	National Youth Day	Celebration of the day
25th	National Voters Day	To Organize the programme for enrolment of Voters as per instructions of State Election
26th	Republic Day	Celebration of Republic day in all Polytechnics
9 th to 17 th	Pongal Holidays	Holidays for all Polytechnics for Celebrating Pongal Festival
1 st week	Unit Test – I for IV & VI Semester	Conduct Unit test-I at Institution level for IV and VI Semester
3 rd Week	Parent – Teacher meeting	Parent Teacher meeting shall be convened by Principal and shall enlighten the Parents about the attendance and academic Performance of the Students concerned
1 st week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
3 rd Week – Saturday	Head of Section and Staff 1. Review Meeting at different Levels 2. Student (Progress) Meeting	Review of Academic, Administrative and financial aspects Recording Student Progress Procurement plan etc.,
4 th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps
Jan	Uploading to AICTE for EOA and LOA	Uploading to AICTE for EOA and LOA

February, 2016

College Activities		
Week / Date	Activity	Description
21 st	Antarjaatiya Matru Bhasha Dinotsavam	Celebrating the Day
2 nd Week	Board Of Governors (BOG) Meeting	To Conduct Board of Governing Body meeting as per the AICTE guidelines
4 th Week	Science, innovative and project Seminars and Exhibition	To conduct Exhibition and Seminars on science / innovative projects developed at institutional level
1 st Week – Saturday	Head of Section and Staff 1. Review Meeting at different Levels 2. Student (Progress) Meeting	Review of Academic, Administrative and financial aspects Recording Student Progress Procurement plan etc.,
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
3 rd week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
4 th Week – Saturday	Swachha Bharath – Swachha Andhra Pradesh (FN)	Cleaning of college premises including roof tops, terraces, overhead tanks and sumps
Feb	Uploading to AICTE for EOA and LOA	Uploading to AICTE for EOA and LOA

March, 2016

College Activities		
Week / Date	Activity	Description
8th	International Women's Day	Conduct of related activities
1 st Week	Parent – Teacher meeting	Parent Teacher meeting shall be convened by Principal and shall enlighten the Parents about the attendance and academic Performance of the Students concerned
2 nd Week	Unit Test II for IV and VI Semester and Unit Test –III For I year	Conduct of Unit Test II for IV and VI Semester and Unit Test –III For I year
16.03.2016 to 19.03.2016	Practical Exams	Conduct of Practical Examinations for I year, IV & VI Semester.
23-03-2016 to 18-04-2016	Commencement of Annual & Semester End Exams (Regular and supplementary)	Regular and supplementary(for Year wise and Semester) Exams as Notified by State Board of Technical Education and Training
1 st Week – Saturday	Head of Section and Staff 1. Review Meeting at different Levels 2. Student (Progress) Meeting	Review of Academic, Administrative and financial aspects Recording Student Progress Procurement plan etc.,
	RJD visits	Meeting with Principal and Staff, academic audit, logbook inspections etc.,
3 rd week – Saturday	Principal and Heads of Sections Meeting at institutional Level convened by Principal concerned	Review meeting of Principals with Teaching & Non-Teaching Staff at institutional Level convened by Principal concerned and verifying the Log books of teaching staff etc.,
SUMMER VACATION FROM 09-04-2016 TO 07-06-2016(BDI)		