

MANAV RACHNA INTERNATIONAL INSTITUTE OF RESEARCH AND STUDIES

Academic Calendar for Jan-June 2024

For all Schools except SDS and Ist & IInd Year of SAHS-Physiotherapy



Sr.No.	Activity	Responsibility	From	To
1	Start of Session			08-01-24
2	Result Analysis of previous semester	Respective HoD	03-01-24	05-01-24
2.1	Course wise result analysis report and its ATR to IQAC	Respective HoD		06-01-24
3	Identification and Approval of Open/Interdisciplinary Electives and value-added courses			
3.1	Submission of list of Open Electives/ Value Added Course, syllabus and Faculty-incharge with central MOOC Coordinator	Dept. Mooc Coordinator		04-12-23
3.2	Approval of Open Electives / Value Added Courses with syllabus and faculty in-charges by Dean Academics latest by	Central MOOC Coordinator		05-12-23
4	Submission of updated list of Mentors and Mentees to Associate Dean Academics	Respective HoD		06-12-23
5	Perspective plan/ Activity Calendar of the Departments and Centers/ Sections of University (To be Shared with Director IQAC) latest by	Respective HoD/Center Heads		15-12-23
5.1	Notification of University Central Activity Calendar for the semester on or before	Director IQAC		19-12-23
6	Academic Planning			
6.1	Preparation and submission of Teaching Load to Dean Acad. For approval	Dean's Office/ HoDs		17-11-23
6.2	Preparation of the Time Table (in staggered manner so as to enable senior students with PSC to attend PSC classes alongwith juniors)	Dept. Time Table Incharge		26-12-23
6.3	Uploading of the Time Table and Teaching plan on EMS with information about Mode of Delivery by faculty members/ teachers	Dept. EMS coordinators		28-12-23
6.4	Mentor-Mentee sessions: Sharing of information about the coming session, courses and conduct of semester	Respective Mentors		02-01-24
6.5	Undertaking from student to mentor about Credit Requirements, Minimum attendance Criteria etc.	Respective Mentors		03-01-24
7	Course Registration			
7.1	Course Registration on EMS by students for PSCs and regular courses	Students under supervision of respective mentors	03-01-24	05-01-24
7.2	Approval of courses registered by students on EMS	Respective HoD/Center Heads	06-01-24	07-01-24
8	Conduct of Classes, Feedback and Evaluation			
	Semester Orientation	Respective HoDs/Center Heads		08-01-24
8.1	Classes (Monday to Friday) with continuous Class Assessment	Respective teachers under regular monitoring of HoDs/ Deans	08-01-24	23-02-24
8.2	First Sessional Tests	Respective HoDs in consultation with Deans and CoE	26-02-24	02-03-24
8.3	Course Delivery /Faculty feedback -1(Turn1) to be given by students	Dept. EMS coordinators	22-02-24	23-03-24
8.4	Date sheet/Schedule of the first sessionals to be notified by respective departments on or before	Respective Dean's Office, in consultation with CoE		19-02-24
8.5	Completion of Evaluation of first sessionals and posting of awards on EMS	Respective Faculty members	02-03-24	05-03-24
8.6	Notification of advanced and slow learners alongwith schedule of activities planned including remedial classes for slow learners, share info with IQAC			04-03-24
8.7	Classes (Monday to Friday) with continuous Class Assessment	Respective Faculty members	04-03-24	19-04-24
8.8	Second Sessional Tests	Respective HoDs in consultation with Deans and CoE	20-04-24	26-04-24
8.9	Course/Faculty Feedback 2 (TURN 2) - To be given by students	Dept. EMS coordinators	17-04-24	19-04-24
8.10	Date sheet/Schedule of second sessionals to be notified by respective departments on or before	Respective Dean's Office, in consultation with CoE		13-04-24
8.11	Completion of Evaluation and posting of awards on EMS	Respective Faculty members	26-04-24	30-04-24
8.12	Classes with Revision and Doubt Clearing Sessions	Respective Faculty members	29-04-24	01-05-24
8.13	End of Semester Classes			01-05-24
9	Deposit of Installment of Fee for AY 2023-24 upto	Individual Student		30-04-24
10 (* for SLM-PG)	End Semester Examination its Preparation, Course Exit and Curriculum Feedback			
10.1	Submission of Complete Continuous Assessment/Internal Marks on EMS alongwith a copy to CoE	Faculty/ HoD/ Dean for compliance		03-05-24
10.2	List of Eligible Students on the basis of required min. attendance and Continuous Evaluation during Semester(min 25%) on or before	Academics Office		04-05-24

10.3	Course Exit Feedback for CO Attainment, feedback on Curricula and Generic Facilities and SSS - To be given by Students () Feedback on Curricula - To be given by Faculty members	Respective Department EMS Coordinator under the supervision of HoD	06-05-24	10-05-24
10.4	End Semester Practical Examination		06-05-24	10-05-24
10.5	Date sheet/Schedule for practical exams to be notified by respective departments on or before	HoD in consultation with Dean and CoE	29-04-24	
10.6	Submission of awards of final practicals to CoE on or before	Department practical Exams coordinator	13-05-24	
10.7	Submission of internal evaluation for Open Electives/Value Added courses to central MOOC Coordinator	Dept. Mooc Coordinator	03-05-24	
10.8	End Semester Theory Examination	COE	15-05-24	07-06-24
10.09	Date sheet/Schedule to be notified by CoE on or before	COE	30-04-24	
10.10	Completion of Evaluation and submission of marks to CoE on or before	Respective Supdt. Evaluation	12-06-24	
10.11	Showing of Answer Sheets of End Semester Examinaion	Respective HoDs and their team	14-06-24	15-06-24
11(* for SLM-PG)	Results and submission of outcome-reports of the semester			
11.1	Results Declaration of semesters examination on or before	CoE	18-06-24	
11.2	Submission of detailed reports of Value Added Courses conducted to IQAC on before	HoDs/ Deans	20-06-24	
11.3	Submission of COMPLETE Course Files(with course Outcome attainment computation and analysis), to respective HoD and recommendations of DAC w.r.t. Course Outcome analysis report from HoD to office of IQAC.	Course Coordinators	01-07-24	
11.4	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression), ATR on Advanced and Slow Learners to respective HoD	Faculty Mentor	02-07-24	
11.5	Submission of Mentorship report (Including their achievements, Academic Progression), ATR on Advanced and Slow Learners by respective HoDs to IQAC	Respective HoD/Center Heads	03-07-24	
12	Start of next Semester		22-07-24	
12.1	Notification of Academic Calendar for next Semester	Dean Academics	01-07-24	

*For SLM-PG				
10	End Semester Examination its Preparation, Course Exit and Curriculum Feedback			
10.1	Submission of Complete Continuous Assessment/Internal Marks on EMS alongwith a copy to CoE	Faculty/ HoD/ Dean for compliance	03-05-24	
10.2	List of Eligible Students on the basis of required min. attendance and Continuous Evaluation during Semester(min 25%) on or before	Academics Office	04-05-24	
10.3	Course Exit Feedback for CO Attainment, feedback on Curricula and Generic Facilities and SSS - To be given by Students () Feedback on Curricula - To be given by Faculty members	Respective Department EMS Coordinator under the supervision of HoD	06-05-24	10-05-24
10.4	End Semester Theory Examination	COE	06-05-24	20-05-24
10.7	Submission of internal evaluation for Open Electives/Value Added courses to central MOOC Coordinator	Dept. Mooc Coordinator	03-05-24	
10.09	Date sheet/Schedule to be notified by CoE on or before	COE	25-04-24	
10.10	Completion of Evaluation and submission of marks to CoE on or before	Respective Supdt. Evaluation	22-05-24	
10.11	Showing of Answer Sheets of End Semester Examinaion	Respective HoDs and their team	23-05-24	
11	Results and submission of outcome-reports of the semester			
11.1	Results Declaration of semesters examination on or before	CoE	27-05-24	
11.2	Submission of detailed reports of Value Added Courses conducted to IQAC on before	HoDs/ Deans	29-05-24	
11.3	Submission of COMPLETE Course Files(with course Outcome attainment computation and analysis), to respective HoD and recommendations of DAC w.r.t. Course Outcome analysis report from HoD to office of IQAC.	Course Coordinators	10-06-24	
11.4	Submission of Mentor-Mentee Files (Including their achievements, Academic Progression), ATR on Advanced and Slow Learners to respective HoD	Faculty Mentor	10-06-24	
11.5	Submission of Mentorship report (Including their achievements, Academic Progression), ATR on Advanced and Slow Learners by respective HoDs to IQAC	Respective HoD/Center Heads	12-06-24	


 (Dr. Naresh Grover)
 PVC, MRIIRS

Expected list HOLIDAYS 2024		Date	Day
1	Republic Day	26-Jan	Fri
2	Maha Shivaratri	08-Mar	Fri
3	Holi	25-Mar	Mon
4	Idul Fitr	10-Apr	Wed
5	Ram Navami	17-Apr	Wed
6	Mahavir Jayanti	21-Apr	Sun
7	Bakrid / Eid al Adha	17-Jun	Mon