

ACADEMIC CALENDER  
SESSION 2010-11  
ODD SEMESTER

Sr. No.	Name of Activity	Proposed Dates and Months	
		III & V Semester	I Semester
1	Display of time table	30/07/2010	26/07/2010
2	Start of session	02/08/2010	28/07/2010
3	Induction period and foundation course including Interaction of Principal and Faculty with first year students	-	28/07/2010 to 14/08/2010
4	Issue of books from library	Within one week from the start of session	
5	Academic interaction of Principal with HOD's, Faculty members and students	2 <sup>nd</sup> week of August / September / October / November' 10	
6	Short educational tour/ industrial visits	During the entire semester, as applicable	
7	1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> sessional test of 3 <sup>rd</sup> and 5 <sup>th</sup> semester	1 <sup>st</sup> week of September, October and November' 10	
8	Display of Sessional/ class test marks by all the teachers on institution notice boards/ website and letters to parents/Guardians of students regarding attendance and sessionals	2 <sup>nd</sup> week of Sep./ Oct./ Nov.	
9	Objective Type Test out of 1 <sup>st</sup> half syllabus for 1 <sup>st</sup> semester regular students	20/10/2010 from 02:00PM to 05:00PM	
10	Display of attendance by all teachers/Departments	By 1 <sup>st</sup> week of Sep./ Oct./ Nov.	
11	Letters to parents/Guardians of students regarding attendance and sessionals & display on institution notice boards/ website	2 <sup>nd</sup> week of Sep./Oct / Nov.	
12	Checking of teachers diaries by HOD's / Principal	1 <sup>st</sup> week of Sep./ Oct./ Nov.	
13	Parent-Teachers meeting and feedback from the students & parents	Last week of Aug/ Sep/ Oct.	
14	Extension Lectures & Technical seminars	During the entire semester, as applicable	
15	Review of semester results	Within 10 days after declaration of the results.	
16	Submission of applications of rechecking / revaluation	Preferably within a week after the declaration of results, through the Principal of the polytechnic	

17	Review by Principal in respect of preparing critical summary of previous semester achievements and weakness	By the end of August	
18	Receipt of PCA forms by Principal and Computerization works fee to be deposited online by Principal in one go for all students in the CBS Branch of Punjab National Bank in A/c No. 0087000111223535 of HSBTE		
	Without Late Fees	05/10/2010	
	With late fees of Rs. 10/-	11/10/2010	
	With late fees of Rs. 50/-	18/10/2010	
	With late fees of Rs. 500/-	upto 15 days prior to start of theory exam	
	With late fees of Rs. 1000/-	upto 3 days prior to start of candidates exam	
19	Semester wise list of candidates appearing in HSBTE Exams to be submitted to the HSBTE online	12/10/2010	
20	Practical exam	15/11/2010-20/11/2010	22/11/2010-26/11/2010
21	Uploading the sessionals & practical awards of the students ONLINE as per the link provided by the HSBTE	w.e.f. 15/11/10	
22	Preparatory holidays/ Extra classes for weak students	21/11/2010-28/11/2010	27/11/2010-05/12/2010
23	Theory exams	29/11/2010-24/12/2010, Preferably	06/12/2010-24/12/2010, Preferably
24	Declaration of results	Preferably by mid of March	
25	Vacations/ repair of machinery & equipments	25/12/2010-09/01/2011	
26	Start of new session	10/01/2011(Tentatively)	

NOTE: The dates for different activities mentioned in the academic calendar can be changed after notification due to any unforeseen event.

\* Additional Information for Polytechnics having double shift: -

- Saturday will be working day.
- Timing of the classes for 1<sup>st</sup> shift (Morning shift) – 7.45 A.M. to 1.00 P.M.
- Timing of the classes for 2<sup>nd</sup> shift (Evening shift) – 1.00 P.M. to 6.15 P.M.