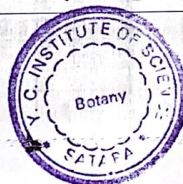


Department of Botany

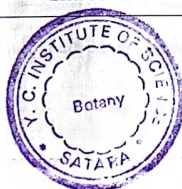
Academic Calendar

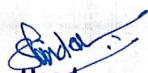
2021-2022

September (2021)	Commencement of Academic year , Commencement of admissions, Term start staff meeting, Annual planning, Preparation of Time table for theory & Practical, Laboratory Preparations, Faculty syllabus distribution, Faculty Development Program, Student Induction Programmes, Teacher's Day celebration, Green initiatives on the occasion of Ganesh festival, Karmaveer Birth Anniversary Celebration. Administrative Meetings: Monthly HOD meeting
October (2021)	Aptitude Test for students, Allotment of Mentors (Parent- teachers), Allotment of students to Earn and Learn Scheme, Commencement of Short term courses Internal Semester Exam I (UG-Sem I, III, V; PG- Sem I, III) Administrative Meetings: Parent association meeting (I), Monthly HOD meeting
November (2021)	Planning of students study tours or industry visits Mid-Semester Exams (UG-Sem I, III, V; PG- Sem I, III) Administrative Meetings: Monthly HOD Meeting.
December (2021)	Execution of planned study tours and industry visits, Organization of Student-oriented Activities by Department, Internal Semester Exam I (UG-Sem I, III, V; PG- Sem I, III) Administrative Meetings: Monthly HOD Meeting.
January (2022)	Academic planning for second term, Work distribution, End Semester Examination: Theory & Practicals (UG-Sem I, III, V; PG- Sem I, III)



	Administrative Meetings: Semester end HOD Meeting
	Semester break
February (2022)	Exam Results and Result Analysis, Planning for second Term, Commencement of teaching, Syllabus preparation for Autonomous course, B.O.S sub-committee meetings, Science Day Celebration, Placement Activities. Administrative Meetings: Monthly HOD meeting
March (2022)	Student study tour Internal Semester Exam I (UG-Sem II, IV, VI; PG- Sem II, IV) Administrative Meetings: Monthly HOD meeting.
April (2022)	Students study tours. Mid- Semester Exam (UG-Sem II, IV, VI; PG- Sem II, IV) Administrative Meetings: Monthly HOD meeting
May (2022)	9 th May Celebrations, YC Fair, Best Practices of Department, Placement activities, Skill oriented training. NET/ SET Guidance Workshop, farewell for B.Sc.III & M.Sc II Students. Internal Semester Exam II (UG-Sem II, IV, VI; PG- Sem II, IV) Administrative Meetings: Monthly HOD meeting.
June (2022)	Syllabus Completion Reports, Completion and Audit of Short Term Courses, Students & Parents feedback and analysis. End- Semester Exam: Theory & Practicals (UG-Sem II, IV, VI; PG- Sem II, IV) Declaration of Academic Result by 30 th June. Administrative Meetings: Term End HOD meeting
	End of Academic Year




Head
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