

Academic Calendar 2021-22

Rayat Shikshan Sanstha's

Abasaheb Marathe Arts and New Commerce, Science College, Rajapur

Institutional Academic Calendar : 2021-22

Month and Week	Administrative	Academic Teaching -Learning	Academic Evaluation	Co-curricular/ Library	Extra Curricular/N.S.S./ Cultural/Sports	
JUNE	First Term 14th June 2021 to 31st October 2021					
III	First term Opening Day 14 th June, Principal Meeting with Staff, Advt. for Admission F.Y./S.Y./T.Y. Distribution of committee work Annual planning	Departmental meeting for syllabus distribution Preparation of Departmental Time -Table. Preparation of Individual Time -Table.	University Result Analysis Annual planning about College and University Examinations	Counselling of S.Y. /T.Y. Students Checking of total books available in the library.	Annual Planning about activities. To display notice to the students for joining the activities	
IV	Admission process for F.Y./S.Y./T.Y. CDC Meeting	Preparation of Annual Teaching Plans To start teaching of S.Y./T.Y. classes	Meeting of examination committee	Preparation of demand for books	Filling the admission forms for NSS	
JULY	I	Verification of Admission form To prepare list of admitted students	Departmental meeting about distribution of Projects and Seminar work to students Regular teaching, practicals	Preparation of time table for test	To collect university examination question papers and prepare year wise sets	To display list of students for the corrections.
II	Principal meeting with Chairman of all committees for annual planning	Counselling of F.Y. students	Work distribution	Principal Speech to the F.Y. students.	Selection of participant students in various activities.	
III	Filling of GOI/PTC Scholarship Forms Sorting of Forms	Sending Research projects to the funding agencies.	Display Rules and Regulations about Examinations	Planning of College Beautification	Inauguration of NSS	
IV	To display enrolment list of all students Notice for corrections	To display schedule of academic calendar on display board	Examination form notification	Free Internet access to Students and Teachers in the college library	Blood Donation Camp To send entry form for various activities	
AUGUST	I	Welcome Function for F.Y. students 1 st August Lokmanya Tilak Smruti Din Annabhau Sathe Jayanti	Provision of Short-term Courses for all students	Notification of examination	To purchase revised books	Training for sports participants
II	Planning about celebrations of 15 th August Independence Day	List preparation and guidelines for Slow and Advanced learner students.	Collection and sorting of examination forms	Filling of competitive exam forms.	NSS Activity-Cleaning the College Campus. 9th August Kranti Din	
III	Anti-Ragging Committee Meeting	Classroom activities	Examination enrolment	Planning of college infrastructure	To send students for zonal/ inter zonal competitions	
IV	Building and Purchase Committee Meeting	To conduct seminar for slow and advanced learner students.	Tests for students	Visit of Doctors to the Health Club for check-up.	Kabaddi competition NSS activity	
SEPTEMBER	I	Celebration of Teachers Day on 5 th Sept.	Regular teaching activities	Appointment of examiners	To order subject wise Journals and Magazines	Workshop for competitive examination

	II	Planning about celebrations of 22 nd Sept. Karmaveer Jayanti Mid Term Break From 10 th Sept To 14 st Sept	Internal Evaluation of Students Mid Term Break From 10 th Sept To 14 st Sept	Notification of examination Mid Term Break From 10 th Sept To 14 st Sept	Celebration of Hindi Divas. Mid Term Break From 10 th Sept To 14 st Sept	Mid Term Break From 10 th Sept To 14 st Sept
	III	Distribution of GOI Scholarship to the students. Sending the copy of Enrolment to the University	Provision of Field Works	Preparation of time table for theory and practical examination.	Provision of keeping Library open at extra time for students	NSS Activity Essay Competition. Ozone Day Celebration
	IV	Scholarship and other University related work	Revision for F.Y./S.Y. Students Provision of Extra Lectures	Collection of internal/project mark list	Planning for Study Room in Library	NSS Day Celebration Programmes of Karmaveer Jayanti Saptah
	OCT OBE R	I	Record of UGC Schemes CDC Meeting	Setting question papers	Meeting of examination committee	To collect university examination question papers and prepare Sets
	II	Planning about University Examinations Collecting question papers.	F.Y./S.Y. Internal Assignments	Regular university examinations	Class wise activities	Activities
	III	Building Committee Meeting for		CAP- Assessment of answer books	Class wise activities	Activities
	IV	Development of Infrastructure				
Mo nth an d We ek		Administrative	Academic Teaching -Learning	Academic Evaluation	Co-curricular/ Library	Extra-Curricular / N.S.S./Cultural/Sports
NOV EMB ER		Second Term 15th November 2021 to 1st May 2022				
	III	Second Term opening day 15 th November Planning of Second Term Principal Meeting with Staff	Regular teaching	Collection of marklists	Arrangement of educational tours	Sports practice
	IV	Meeting with Unfair Means Committee Mahatma Phule Smruti Din on 28 th Nov.	Regular teaching Alumni Meeting	ATKT examination Preparation of grade cards.	To purchase periodicals and journals	Cultural activity
DEC EMB ER	I	Beautification of college campus 6 th Dec. Dr. Babasaheb Ambedkar Smruti Din	Short term course lectures.		A Programme of Ex-students meet.	1st Dec. National AIDS Day by Science Association
	II	CDC Meeting	Regular teaching	Additional examination		NSS camp
	III	Purchase Committee Meeting	Regular teaching	Preparation of Results		Competitive exam guidance
	IV	Winter Break From 25 th Dec To 1 st Jan.	Winter Break From 25 th Dec To 1 st Jan.	Winter Break From 25 th Dec To 1 st Jan.	Winter Break From 25 th Dec To 1 st Jan.	Winter Break From 25 th Dec To 1 st Jan.

JAN UAR Y	I	Swami Vivekanand B. A. on 12 th January	Regular teaching Second term home exam question paper setting	Display schedule of second term exam	Listing of purchased books during the year	Record of NSS activity submitted to the University.
	II	Planning of cultural programme in college Planning about Annual Prize Distribution Invitation to Chief Guest	Home assignment IV for FY students Unit test for SY/TY	ATKT examination	Afternoon study sessions at college reading room	Display list of prize winner students.
	III	Planning about celebration of 26 th Jan. Annual cultural programme in college	Regular teaching To prepare question bank for departments	Second term exam work distribution to the faculty	Display list of prize winner students.	Planning of prize distribution
	IV	Annual prize distribution of Sports, Cultural activities and NSS	Annual prize distribution of Sports, Cultural activities and NSS	Annual prize distribution of Sports, Cultural and NSS	Annual prize distribution of Sports, Cultural and NSS	Annual prize distribution of Sports, Cultural and NSS Mahatma Gandhi Smruti Din
FEB RUA RY	I	Meeting with Exam Committee Suggestion to the supervisor	Preliminary exams for T.Y. students	Display University Exam. Time -table To prepare Sr. and Jr. supervisor charts.	Records of use of internet library by students.	Display Photographs of all activities conducted by all committees on the board
	II	Administrative meeting with non-teaching staff for annual audit	Planning of Preliminary Examination for T.Y. Students	Counselling and Career Guidance of XII th students Planning of Preliminary Examination		To maintain record of activities.
	III	Celebration of Chhatrapati Shivaji Maharaj Jayanti on 19 th Feb.	Preliminary exam papers assessment Display results	Practical Examination schedule	Sorting of newspapers	
	IV	Distribution of exam Hall ticket to the students.	Practical exam preparation	Additional internal examination	List of reference books	National Science Day on 28 th Feb. by Science Association
MAR CH	I	Planning about campus development CDC Meeting	Records of F.Y./S.Y./T.Y. internal evaluation	Records of F.Y./S.Y./T.Y. internal evaluation	To prepare a set of University and College Examination question papers	
	II	Planning of March end records. Audit the records	Filling the records of annual activity conducted by the department			World Women Day on 8 th March
	III	Submission of AQAR towards NAAC	University examination supervision	To conduct additional/ATKT examination for slow learners		Binding the files of activity with photograph related news displayed in newspapers
	IV	To prepare utilisation certificates		University exam supervision		
APR IL	I	To submit UC/SE to funding agencies	University exam evaluation			
	II	Submission of records of all activities to IQAC		Records of all activities	Submission of records of all activities	Dr. Ambedkar Jayanti on 14 th April
	III IV	Examination and IQAC work				
May	I	Second Term end meeting				
		Dr. S. D. Shaikh				Dr. P. G. Pawar
		IQAC Coordinator				Principal