

Govt. Polytechnic for Women Rehan (HP)
Academic Plan (Aug-Dec, 2024)

2126
Date 21/8/24

	EVENTS	DATE	DAY	FACULTY COORDINATOR
1	Preparation & uploading of Lesson Plans(Teacher Wise) On Institution Website duly checked/approved by HOD/Principal	1-8-24	Thursday	All Teaching Faculty
2	Commencement of semester classes of 1st & 3rd sem	1-8-24	Thursday	All Teaching Faculty
3	Orientation Programme for fresher's	01-8-2024 to 09/8/2024	Thursday-Friday(next week)	OIC Applied Sciences
4	Academic Interaction of principal with HODs, faculty members & Students	5-8-24	Monday	All HOD/OICs
5	Commencement of semester classes of 5th sem	12-8-24	Monday	All Teaching Faculty
6	Quiz Contest	24-8-24	Saturday	Mr. Vivek Sharma
7	Cleanliness Drive	27-8-24	Tuesday	Mr. Sandeep Kumar
8	Expert Lecture Computer Engg.	28-8-24	Wednesday	Mr. Suncel Thakur
9	Expert Lecture Arch. Asstt.	29-8-24	Thursday	Mr. Vipin Kumar
10	Expert Lecture Civil Engg.	30-8-24	Friday	Mr. Amish Rehalia
11	Review/Compliance of lesson plan by HOD/ Principal	31-8-24	Saturday	All HOD/OICs
12	Academic Interaction of principal with HODs, faculty members & Students	2-9-24	Monday	All HOD/OICs
13	Display of monthly attendance on notice board and institute website	5-9-24	Thursday	Class Incharges of all semesters
14	Class test I (30 marks)	9-09-2024 to 13-9-2024	Monday-Friday	Academic Incharge
15	Youth Leadership Programme	10-09-2024 to 13-9-2024	Tuesday-Friday	Ms. Madhulika
16	Local Visit of students of Computer Engg.3rd Sem	16-9-24	Monday	Mr.Sanjeev Kumar
17	Local Visit of students of Computer Engg.5th Sem	17-9-24	Tuesday	Mr. Rinkesh Chauhan
18	Field Visit of students of Civil Engg 3rd Sem and Arch. Asstt.	19-9-24	Thursday	Mr. Amit Thakur
19	Field Visit of students of Civil Engg 5th Sem	20-9-24	Friday	Mr. Amish Rehalia
20	Group Discussion debate	21-9-24	Saturday	Mr. Gopal Sharma
21	Expert Lecture Computer Engg.	24-9-24	Tuesday	Er. Rinkesh Chauhan
22	Cleanliness Drive	28-9-24	Saturday	Mr. Sandeep Kumar
23	Review/Compliance of lesson plan by HOD/ Principal	30-9-24	Monday	All HOD/OICs
24	Academic Interaction of principal with HODs, faculty members & Students	3-10-24	Thursday	All HOD/OICs
25	Display of monthly attendance on notice board and institute website	5-10-24	Saturday	Class Incharges of all semesters
26	Class test II (30 marks)	14-10-2024 to 19-10-2024	Monday-Saturday	Academic Incharge
27	Last Date for submission of online Exam Forms by all students through web based module of HPTSB	15-10-24	Tuesday	All Students
28	Poster Making Competition	16-10-24	Wednesday	Ms. Anjana Kumari
29	Educational Visit Computer Engg.	21-10-2024 to 23-10-2024	Monday-Wednesday	Class Incharge
30	Educational Visit Civil Engg & Arch.Asstt.	24-10-2024 to 26-10-2024	Thursday-Saturday	Class Incharge
31	Diwali Vacations	28-10-2024 to 30-10-2024	Monday-Wednesday	
32	Display of Mid Semester Internal Assessment marks on notice board & on institute Website	04-11-2024	Monday	Class Incharges of all semesters
33	Display of monthly attendance on notice board and institute website	05-11-2024	Tuesday	Class Incharges of all semesters
34	Parent-Teacher Meeeting	06-11-2024 & 07-11-2024	Thursday	Class Incharges of all semesters
35	House Test (As per HPTSB schedule)	11-11-2024 to 14-11-2024	Monday-Thursday	Academic Incharge
36	Declamation	23-11-2024	Saturday	Ms. Monika
37	Cleanliness Drive	25-11-2024	Monday	Mr. Sandeep Kumar
38	Expert Lecture Civil Engg.	26-11-2024	Tuesday	Ms. Sonika Thakur

39	Review/Compliance of lesson plan by HOD/ Principal	30-11-2024	Saturday	All HOD/OICs
40	End of Semester classes	02-12-2024	Monday	All Teaching Faculty
41	Display of Final Attendance & Internal Assessment by H.O.D. on notice board institute Website as pdf file	03-12-2024	Tuesday	All HOD/OICs
42	Last date of making appeal to Principal regarding condonation of attendance of the students	04-12-2024	Wednesday	Class Incharges of all semesters
43	Display of Detained students list	04-12-2024	Wednesday	All HOD/OICs
44	Commencement of Practical Exams	05-12-2024	Thursday	Academic Incharge
45	End Semester Theory Exams Schedule	12-12-2024 to 31-12-2024		Exam Superintendent
46	Winter Vacations	01-01-2025 to 26-01-2025		
47	Spot Evaluation	27-01-2025		

Academic Incharge

Principal

Copy to

1. All HODs with directions to circulate to faculties under their control for compliance
2. Academic Incharge for information & compliance
3. Class Incharges for information and necessary compliance
4. Training Asstt. for record purpose
5. Notice Board for information of students

Principal

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