



SANDIP
FOUNDATION

SANDIP FOUNDATION'S, SHRI RAM POLYTECHNIC

Neelam Vidya Vihar, Village - Sijoul, Post – Mailam, District – Madhubani,
BIHAR – 847235

Approved by AICTE, New Delhi and Affiliated to SBTE, Patna, Bihar

Ref No. SF/SRP/2023/08

Date: 20/04/2023

Academic calendar for the Diploma Courses 2022-2023 EVEN (2nd, 4th & 6th) Semester

S.NO.	Description	Date
1	Commencement of Academic Session	25/04 /2023
2	Commencement of (2 nd , 4 th & 6 th) Semester classes	25/04 /2023
3	Semester Enrolment	02/05/23 to 08/05/23
4	1 st Class Test for (2 nd , 4 th & 6 th) Semester	20 /05 / 23 & 27 / 05 / 23
5	Display of 1 st Class Test marks and identification of weak students for extra classes	23 / 05 / 23 & 30 / 05 / 23
6	Submission of Concrete plan by concerned HOD's to the Principal for conduction of remedial classes for weak students.	27/05/23 & 31/05/23
7	2 nd Class Test for (2 nd , 4 th & 6 th) Semester	15/07/23 & 22/07/23
8	Display of 2 nd Class Test marks and identification of weak students for extra classes	18/07/23 & 25/07/23
9	Submission of Concrete plan by concerned HOD's to the Principal for conduction of remedial classes for weak students.	22/07/23 & 29/07/23
10	International Youth Day celebration	12/08/23
11	Independence Day celebration	15/08/23
12	3 rd Class Test for (2 nd , 4 th & 6 th) Semester	19/08/23 & 26/08/23
13	Display of 3 rd Class Test marks and identification of weak students for extra classes	22/08/23 & 29/08/23
14	Submission of Concrete plan by concerned HOD's to the Principal for conduction of remedial classes for weak students.	26 / 08 / 23 & 02 / 09 / 23
15	4 th Class Test for (2 nd , 4 th & 6 th) Semester	02/09/23 & 09/09/23
16	Display of 4 th Class Test marks and identification of weak students for extra classes	04/09/23 & 12/09/23
17	Teachers' Day Celebration	05/09/23
18	Submission of Concrete plan by concerned HOD's to the Principal for conduction of remedial classes for weak students.	09/09/23 & 13/09/23
19	Hindi Diwas Celebration	14/09/23
20	Engineer's Day Celebration	15/09/23
21	Submission of Semester Exam Fee	04 / 09 / 2023 to 09 / 09 / 2023
22	Submission of Exam Form	18/09/2023 to 20/09/2023

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20/04/2023



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23	Admit Card Download	22/09/2023
24	Commencement of Sem. Examination	25/09/2023 to 07/ 10/2023
25	Practical Exam Schedule	09/ 10/2023 to 12/ 10/2023
26	Value Added Courses for the students	(NPTEL/MOOCs/CISCO/ST/KYP etc.) Throughout the Semester
27	One day technical excursion of all classes	Minimum once in a semester. To be arranged as per Concerned Department calendar.
28	Verification of Lesson Plan compliance & Teachers Diaries by HOD's & Principal	Monthly
29	Display of attendance of students by faculties of all Branches	Every Month.
30	Communication to Parents/Guardians of students regarding attendance record and Sessional	Monthly
31	Expert Lecture	One Lecture per month per Branch
32	Webinars/Seminars /debate/ quiz contest etc.	Every Saturday
33	Academic interaction of Principal with Faculty members and students	Every Saturday

Note: -

- 1) If the proposed date of certain activity happens to be a holiday, next working date shall be taken as date of activity.
- 2) Tutor system for students to be followed for proper guidance in academics, training, and placement for overall development.
- 3) Communicate the attendance status of each month to students and parents i.e., attendance if less than 75%.
- 4) Emphasis to be given on the following activities for overall development of students:
 - Improving communication skills, soft skills, presentation skills, motivating Lecturers, organizing educational tours, trekking, rock climbing, rafting, mountaineering etc.
 - Organizing entrepreneurship development program, alumni meetings, industrial visits, career counseling, job fair, improving, pedagogy/teaching learning process etc.
 - Extra Classes for weaker students to reduce dropout rate and to improve pass percentage.
 - Women's Grievance Redressal & Counseling Cell.
- 5) Additional activities for Polytechnics:
 - Aadhar Card enrolment for all students and faculty
 - Institute level cultural and sports meet (As per Institute/State Calendar)
 - State level sports meet
 - To facilitate the students to get their passport issued
 - NCC Club, NSS Club, Startup Club, Student's Club, I T Club


20/04/2023
Acad. Coordinator




Principal
20/04/23