

**ST FRANCIS INSTITUTE OF TECHNOLOGY**  
**Mumbai-400103**

Detailed schedule of Term-1 of Undergraduate (SE, TE and BE) for Academic Year 23-24.

**Academic Calendar for Term-1, AY 23-24**

Sr.No	Week	Day/Date	Academic Activity	Co-Curricular Activity	Extra-Curricular Activity	Institute Activity
1.	Week 0	Monday/ 3-7-23				Faculty Induction Program
2.		Tuesday/ 4-7-23				Staff Reporting Day
3.		Wednesday/ 5-7-23	<b>Upload (TT) on google classroom</b>			
4.		Thursday / 6-7-23	<b>Upload (SP) on google classroom</b>			
5.		Friday / 7-7-23	<b>Upload approved (DAC) on website</b>			SFIT- Staff Orientation
6.	Week 1	Monday/10-7-23 to Friday/14-7-23	<b>Commencement of odd semester for T.E and B.E Term-I: 4 to 5 hours theory and introductory lab (two-week theory schedule)</b>			
7.		Saturday/ 15-7-23			NSS- Activity-4	<b>Screening Committee meeting</b>
8.	Week 2	Monday/ 17-7-23 to Friday/ 21-7-23	<b>Commencement of odd semester for S.E. Term-I: 4 to 5 hours theory and introductory lab (one-week theory schedule)</b>			
9.		Friday/ 21-7-23		ITSA: Farewell and Welcome Ceremony	<b>Election of Student Council</b>	
10	Week 3	Monday/ 24-7-23 to Friday/ 28-7-23	Regular Timetable			
11		Wednesday/ 26-7-23		ITSA: Data Governance Seminar		
12		Friday/ 28-7-23		<b>Result declaration of student council election</b>		
13		Saturday/ 28-7-23			NSS- Activity-5	
14	Week 4	Tuesday/ 31-7-23 to Friday/ 4-8-23	Regular Timetable			
15		Tuesday/ 1-8-23				<b>Call for new dept R&amp;D</b>

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						<b>project proposal</b>
16		Saturday/ 5-8-23			MM: Mentoring the Mentor Session	<b>Dept. R&amp;D Project Progress presentation</b>
17						<b>IQAC meeting</b>
18		<b>Upload: Student Chapter Activity Calendar (SCAC), National Technical Activity (NTA)Calendar, Placement Calendar, IQAC calendar, ISO calendar, Administrative calendar</b>				
19	Week 5	Tuesday/ 8-8-23	IAT-1 QP submission to Exam cell			
20		Wednesday/ 9-8-23			ITSA-S: ITSA Professional Ethics Seminar and Poster Competition	
21		Friday/ 11-8-23	Display of 1 <sup>st</sup> month Attendance Record			
22		<b>Monday/ 14-8-23</b>	<b>IAT-1 Two Papers (non- Instructional day) (SE, TE, BE)</b>			
23		<b>Tuesday/ 15-8-23</b>	<b>Independence Day and NSS- Activity--6</b>			
24		<b>Thursday/ 17-8-23</b>	<b>IAT-1 Two Papers (non- Instructional day) (SE, TE, BE)</b>			
25	Week 6	<b>Friday/ 18-8-23</b>	<b>IAT-1 One Papers: Extra practical session shall be conducted to compensate for week 1</b>			
		Saturday/ 19-8-23	<b>Honours &amp; Minors IAT-1 ( TE, BE)</b>			
26		Saturday/ 19-8-23	<b>PTI &amp; 1<sup>st</sup> DPM (meet parents or guardians of defaulter students) Extra day + Practical session/s</b>			
27		Monday/ 14-8-23 to Friday/ 18-8-23	Students Feedback			
28	Week 7	Friday/ 25-8-23	Last date for showing evaluated IAT-1 answer script			
29		Sunday/ 27-8-23			NSS- Activity--7	
30		Monday/ 28-8-23 to Friday/ 1-9-23	Regular Timetable			
31	Week 8	Saturday/ 2-9-23	<b>Mid-Term Submission Practical Records</b>			
32		Tuesday/ 5-9-23			Teacher's Day	

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33	Week 9	Friday/ 8-9-23	Display of 2 <sup>nd</sup> month Attendance Record			
34		Saturday/ 9-9-23	<b>2<sup>nd</sup> DSPM</b> (Parent meet of Defaulter student) Extra day + Practical session/s			
35	Week 10	<b>Friday/ 15-9-23 to Saturday/ 16-9-23</b>	<b>NSS- Activity—8</b> <b>Mosaic</b> <b>Mentoring programme</b> <b>ISO Internal Audit</b>			
36		Saturday/ 16-9-23				
37	Week 11	Tuesday/ 19-9-23 to Friday/ 22-9-23	<b>Mid-Term Vacation</b>			
38	Week 12	Monday/ 25-9-23 to Friday/ 29-9-23	Regular Session			
39		Friday/29-9- 23	Display of Attendance Record 3 <sup>rd</sup> month		NSS- Activity- -9	
40		Saturday/ 30-9-23				<b>ISO Internal Audit</b>
41	Week 13	Tuesday/ 3-10-23 to Friday/ 6-10-23	Regular session & <b>IAT-2 QP submission</b> <b>Submit schedule of university practical and oral exams to exam cell</b>			
42	Week 14	Saturday/ 07-10-23	<b>Final DPM</b> (meet parents or guardians of defaulter students)			
43		<b>Saturday/ 7-10-23</b>	<b>Honours &amp; Minors- IAT-2 (TE &amp; BE)</b>			<b>Saturday/ 7-10-23</b>
44		<b>Monday/ 9-10-23</b>	<b>IAT-2 One-Paper (SE, TE &amp; BE)</b>			
45		<b>Tuesday/ 10-10-23</b>	<b>IAT-2 One- Papers (SE, TE, BE) &amp; Approval of Internal and external practical/oral examiners</b>			
46		<b>Wednesday/ 11-10-23</b>	<b>IAT-2 One-Paper (SE, TE &amp; BE)</b>			
47		<b>Thursday/ 12-10-23</b>	<b>IAT-2 One-Paper (SE, TE &amp; BE)</b>			
48		<b>Friday/ 13 -10-23</b>	<b>IAT-2 One-Paper (SE, TE &amp; BE)</b>			
49		Week 15	Monday/ 16-10-23	Regular Session/ Revision lectures		
50						

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51		Tuesday/ 17-10-23	Regular Session/ Revision lectures		Mentoring Programme	
52		Wednesday/ 18-10-23	Regular Session/ Revision lectures		NSS- Activity- 10	
53		Thursday/ 19-10-23	Regular session & Last date for showing evaluated IAT-2 answer script			
54		Friday/ 20-10-23	Course Survey			
55	Week 16	Monday/ 23-10-23 to Friday/ 27-10-23	Regular lectures, Remedial session, Revision lectures, Mock practical exam & Final submission			
56		Friday/ 27-10-23	Last day of auditing lectures of adhoc teachers			
57		Friday/ 27-10-23	Last Instructional Day			<b>Preparation of one AICTE grant proposal by each dept</b>
58		Saturday/ 28-10-23				<b>CDC/GC meeting</b>
59	Week 16 & 17	<b>Saturday/ 28-10-23 to Thursday/ 09-11-23</b>	<b>TE &amp; BE Conduction of Oral/Practical Examination</b>			
60		<b>Saturday/ 04-11-23 to Saturday/ 11-11-23</b>	<b>SE Conduction of Oral/Practical Examination</b>			
61		Wednesday/ 1-11-23 to 4- 11-23				<b>Preparation Minor research grant proposals by each dept.</b>
62		Saturday/ 04-11-23	DLOC and ILOC orientation for even semester			<b>IQAC meeting</b>
63	Week 18	Monday/ 6-11-23	Last date to upload Course file on ERP			
64		Tuesday / 7-11-23	Last date of Submission of TW, IAT, oral/practical marksheet			
65		Wednesday/ 8-11-23	Complete NBA and NAAC records			

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66	Week 19	Thursday / 9-11-23	Concluding review meeting at Departmental level			
67		Friday / 10-11-23	Subject allocation for Even Semester			
68	Week 20		Winter Vacation			
69	Week 21	<b>Wednesday/ 22-11-23 to Wednesday/ 06-12-23</b>	<b>Theory Exam SE, TE &amp; BE</b>			

List of Holidays

Sr. no.	Day	Date	Occasion	Activity
1.	Saturday	29-July-23	Moharum	Holiday
2.	Tuesday	15-August-23	Independence Day	Staff to report to institute for Flag hoisting
3.	Wednesday	16-August-23	Parsi New Year	Holiday
4.	Tuesday	19-September-23	Ganesh Chaturthi.	Mid Term Vacation
5.	Wednesday	20- September - 23		
6.	Thursday	21- September - 23		
7.	Friday	22- September - 23		
8.	Thursday	28- September - 23	Eid-e-Milad	Holiday
9.	Monday	02-October-23	Mahatma Gandhi Jayanti	Holiday
10.	Wednesday	04-October-23	St. Francis Day	Institutional Holiday
<b>11. TERM END</b>				
12.	Tuesday	24-October-23	Dasara	Holiday
13.	Tuesday	14-November-23	Diwali	Holiday
14.	Wednesday	15-November-23	Bhau Beej	Holiday
15.	Monday	27-November-23	Guru Nanak Jayanti	Holiday
16.	Monday	25-December-23	Christmas	Holiday

63 teaching days with the following distribution of weekdays:

Mondays	13
Tuesdays	11
Wednesdays	14
Thursdays	12
Fridays	13

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Month	Instructional days	Weeks	Remark
July	16	03 (09 Lectures)	39 lecture out of 39
August	21	04 (12 lectures)	
September	16	03 (09lectures)	
October	18	03 (09 lectures)	Revision Remedial , Mock practical session
Total	71 – 9 (8 days IAT + 1 day Mosaic) = 62 days		

**Notes**

1.	If the requisite number of lectures cannot be scheduled, the instructors may, in consultation with HOD and the students in their respective courses, decide on a schedule of extra classes. The requisite number of lectures in a full semester course is 39 lectures of 60 minutes each for 3- lectures a week schedule.
2.	Unplanned activities can impact team ability to deliver academic roadmap. Please avoid unplanned activities
3.	There will be no extra classes on Gazetted Holidays.
4.	No class, quiz, presentation, or any other academic activity will be scheduled on ILOC and Honours and Minors lecture duration for respective classes
5.	Saturdays and Sundays falling within the examination period will be used for scheduling examinations.
6.	All make-up examinations permitted by the Principal and HOD's will be conducted by the concerned instructors in -charge as per the schedule detailed in the Department Academic Calendar.
7.	Academic calendar may be modified as per guidelines (revised schedule) of University of Mumbai in future.

**Dean Academics**

**Principal**

**Dr. Deepak J Jayaswal**

**Dr. Sincy George**