

Academic Planner for the Year 2016-17

Month	Planner
May-2016	<ul style="list-style-type: none"> • Printing prospectus. • Scrutiny of application and admission forms of S.Y. B.Com, T.Y. B.Com, BMS, BMM, BCBI & BCAF. • Meeting with parents and students of junior college (XIIth Standard) for academic counselling. • Admission of the students. • Interviews and continuation of un-aided staff.
June-2016	<ul style="list-style-type: none"> • Admission of F.Y.B.Com, BMS, BMM, BCAF, BCBI, B.Sc(IT) by putting up three merit list and finalizing the admission list. • Time table preparation by Time Table Committee. • Meeting of Principal with Teaching and Non-Teaching Staff on the re-opening day. • Formation of various committees. • Meeting of the Principal with respective departments and committees. • Admission procedure for M.Com. • Commencement of F.Y., S.Y., T.Y. and M.Com Part-II lectures.
July-2016	<ul style="list-style-type: none"> • Planning examination schedule. • Tree plantation by NSS volunteers. • Students' enrolment for extension activities. • Address by Principal to F.Y. students. • Orientation of final year students for projects.
August-2016	<ul style="list-style-type: none"> • Preparation of F.Y. & S.Y. ATKT examination. • Remedial lectures for ATKT students. • Formation of Students' Council. • Training programmes/orientation for students carrying out extension activities. • Blood donation Camp and Thalessemia organised by NSS. • Periodical test for F.Y., S.Y. & T.Y. students. • Independence Day Celebration.
September-2016	<ul style="list-style-type: none"> • Seminar on "Micro Finance- A supportive tool for development". • Essay & Debate competition by Planning Forum. • Antakshari competition. • Talent contest. • Hindi Divas Celebration. • Teachers' Day Celebration. • F.Y. and S.Y. additional periodical test. • F.Y. and S.Y. (Sem-I & Sem-III) examination. • Second periodic test for T.Y. • Meeting parents of those students have less attendance. • Indoor games tournaments. • LMC and Governing Council meetings.
October-2016	<ul style="list-style-type: none"> • Centralized Assessment of Sem- I & III answer books. • Processing of results and collection of mark sheets. • Garba Ras by Students' Council. • Staff Academy Guest Lecture. • Giving home assignments to slow learners of T.Y. • Term end meeting of teaching staff.
	<ul style="list-style-type: none"> • Processing of results and declaration of Sem-I & III results. • NSS residential camp.

November-2016	
December-2016	<ul style="list-style-type: none"> • Annual Sports Day. • Inter-collegiate festival “Mauj”. • Blood donation and Thalessemia checking camp. • Study tour to Hyderabad during Christmas vacation. • Sem-I & III additional examination.
January-2017	<ul style="list-style-type: none"> • National Conference • Faculty Development Programme • Elocution competition for selecting best speaker. • Planning Forum’s A.D. Shroff’s elocution competition. • Quiz competition. • Kabaddi & Kho-Kho Tournaments. • Annual Day. • Prize distribution. • Participation in “Udaan Festival”. • Remedial lectures for ATKKT students. • F.Y., S.Y. and T.Y. periodical test.
February-2017	<ul style="list-style-type: none"> • F.Y. and S.Y. ATKKT examinations. • Mentoring of T.Y. students. • Preliminary examination of T.Y. students. • Visit to “Punarvaas School for mentally challenged students.” • Industrial visit and visit to local news paper press. • Farewell to final year students.
March-2017	<ul style="list-style-type: none"> • Sem-II & IV examinations. • Conducting T.Y. B.Com University examination. • CAP for Sem-II & IV examination. • Collection of mark sheets of semester examination.
April-2017	<ul style="list-style-type: none"> • Processing checking and declaration of results. • Staff academy guest lecture. • CAP for T.Y. assessment.