

**MCT**  
 MANJARA CHARITABLE TRUST  
**RAJIV GANDHI INSTITUTE OF TECHNOLOGY, MUMBAI**  
 JUHU-VERSOVA LINK ROAD, VERSOVA, ANDHERI (W), MUMBAI-400 053

Date: 04/06/2018

**CIRCULAR:- Academic Calendar (July 2018 to December 2018)**

All the students and faculty members are informed that the Academic Calendar for F.E., S.E., T.E., B.E. and M.E. for semester starting from July 09, 2018 is as under.

<b><u>Arrangement of Term (S.E./T.E./B.E.)</u></b>	<b>9<sup>th</sup> July to 15<sup>th</sup> December, 2018</b>
<b><u>Arrangement of Term (F.E./M.E.)</u></b>	<b>6<sup>th</sup> August to 22<sup>nd</sup> December, 2018</b>
<b><u>Commencement of Theory and Practical Classes</u></b>	
• S.E., T.E., B.E (all branches)	9 <sup>th</sup> July, 2018
• First Year Engg./M.E. (first year)	6 <sup>th</sup> August, 2018
Orientation Function for F.E.	6 <sup>th</sup> August, 2018
First display of attendance for S.E./T.E./B.E. upto 11 <sup>th</sup> August, 2018	14 <sup>th</sup> August, 2018
First Mid Sem. Test (F.E./S.E./T.E./B.E./M.E.)	18 <sup>th</sup> , 19 <sup>th</sup> , 21 <sup>st</sup> & 22 <sup>nd</sup> September, 2018
First display of attendance for F.E./ M.E. and second for S.E./T.E./B.E. upto 12 <sup>th</sup> Sept., 2018	18 <sup>th</sup> September, 2018
Second display of attendance for F.E./M.E. and Third for S.E./T.E./B.E. upto 18 <sup>th</sup> Oct. 2018	22 <sup>nd</sup> October, 2018
*Second Mid Sem Test (F.E./S.E./T.E./B.E./M.E.)	22 <sup>nd</sup> October to 26 <sup>th</sup> October, 2018
KT Mid Sem-Exam (all semesters)	1 <sup>st</sup> to 5 <sup>th</sup> October, 2018
Submission (F.E./S.E./T.E./B.E./M.E.)	22 <sup>nd</sup> October to 26 <sup>th</sup> October, 2018
*Commencement of Oral/Practical Examinations of all semester (S.E./T.E./B.E.)	29 <sup>th</sup> October to 3 <sup>rd</sup> November, 2018
*Conduction of oral/Practical examinations (F.E./M.E.)	15 <sup>th</sup> Nov. to 20 <sup>th</sup> Nov. 2018
*Commencement of theory examinations (FE-II & all higher semesters)	26 <sup>th</sup> November 2018 onwards
*Commencement of theory examinations F.E. (Sem-I) (Regular) and M.E. (Sem I)	4 <sup>th</sup> December, 2018 onwards
*First winter vacation slot for faculty	29 <sup>th</sup> October to 18 <sup>th</sup> November, 2018
*Non vocational slot for faculty	26 <sup>th</sup> Nov. to 15 <sup>th</sup> Dec., 2018
Commencement of second term	7 <sup>th</sup> January, 2019

**Note:** \* Indicate tentative dates, likely to change depending on University academic calendar. Final dates will be communicated post Institute receives academic calendar from Mumbai University.



**Dr. Udhav Bhosle**  
Principal

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Date: 11/12/2018

**CIRCULAR:- ACADEMIC CALENDAR OF FIRST HALF OF 2018–19**

All the students and staff members are informed that the Academic Calendar for F.E., S.E., T.E., B.E. (All branches) & M.E. (Heat Power) for the term from 07<sup>th</sup> January 2019 to 20<sup>th</sup> April 2019 shall be as under.

<b>Academic Plan ( STAFF AND STUDENTS)</b>	<b>07<sup>th</sup> January 2019 to 20<sup>th</sup> April, 2019</b>
Commencement of Theory and Practical Classes	07 <sup>th</sup> January 2019
First display of attendance up to 15/02/2019	18 <sup>th</sup> February 2019
First Mid Semester Test	18 <sup>th</sup> February 2019 to 23 <sup>rd</sup> February 2019
Convocation Function	25 <sup>th</sup> January 2019
Internal K.T. Exam	25 <sup>th</sup> February 2019 to 1 <sup>st</sup> March 2019
Second display of attendance up to 15/03/19	18 <sup>th</sup> March 2019
Alumni Meet 2019	3 <sup>rd</sup> March 2019
Technical Fest	25 <sup>th</sup> March 2019 to 26 <sup>th</sup> March 2019
Cultural Fest: ZODIAC'2019	27 <sup>th</sup> March 2019 to 29 <sup>th</sup> March 2019
Second Mid Semester Test (UG+PG)	12 <sup>th</sup> April 2019 to 20 <sup>th</sup> April 2019
Third display of attendance up to 12 <sup>th</sup> April 2019	12 <sup>th</sup> April 2019
Submissions	8 <sup>th</sup> April to 12 <sup>th</sup> April 2019
Conduction of oral / Practical Exams of all semesters (FE, SE, TE and BE)	22 <sup>nd</sup> April 2019 to 2 <sup>nd</sup> May 2019
Commencement of Theory Exams of all Engineering Semester (UG & PG)	7 <sup>th</sup> May 2019 Onwards
First vacation slot, subject to completion of oral / practical examinations	23 <sup>rd</sup> April to 6 <sup>th</sup> May 2019 3 <sup>rd</sup> May to 21 <sup>st</sup> May 2018
Non vacational slot	22 <sup>nd</sup> May to 20 <sup>th</sup> June 2019
Second vacation slot subject to completion of examination assessment work	21 <sup>st</sup> June to 2 <sup>nd</sup> July 2019
<b>*Commencement of new term</b>	<b>8<sup>th</sup> July 2019 ( Tentative Dates )</b>

<b>Academic Monitoring ( STAFF ONLY )</b>			
Department Advisory Board Meetings	1 <sup>st</sup> July – 7 <sup>th</sup> July		
Department Meetings called by HOD	January 1 <sup>st</sup> week	Feb. 2 <sup>nd</sup> – 3 <sup>rd</sup> Week	April 1 <sup>st</sup> Week
Lesson Plan endorsement by HOD	3 <sup>rd</sup> – 4 <sup>th</sup> January		
Feedbacks by HODs and Submission	January 3 <sup>rd</sup> week		
Academic Diary Monitoring by HODs	Feb 2 <sup>nd</sup> -3 <sup>rd</sup> Week	March 4 <sup>th</sup> Week	April 3 <sup>rd</sup> Week
Academic Diary Monitoring by Principal	April 1 <sup>st</sup> Week	May 3 <sup>rd</sup> Week	
Internal Documentation Audit	15 <sup>th</sup> April to 20 <sup>th</sup> April		
Assessment of Mapping and Attainment	July 2 <sup>nd</sup> -3 <sup>rd</sup> week		
Academic Audit - EXTERNAL	1 <sup>st</sup> July – 7 <sup>th</sup> July		
Self-Appraisal Submission Week	1 <sup>st</sup> June to 5 <sup>th</sup> June		
Submission of Department Budget	5 <sup>th</sup> to 15 <sup>th</sup> June		

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**Note:**

- All the staff & students are advised to **strictly adhere to the academic calendar** and students to attend the lectures / Practicals regularly.
- All faculty should be **available for examination and assessment work** as required
- Other than the institute level Alumni Meet, departments should plan the **department level alumni meet** and the **parents meet** during the Mid-Sem examination period.
- All the project coordinators should prepare the **Project Calendar** of their department having three periodical reviews and the indicative dates of submission as well as participation in Tech-Fest.
- HODs should **submit the Department Budget** with provision of repair & maintenance, consumables, new purchases and other relevant provisions as advised by Budget Committee.
- \*Indicate tentative dates Final dates will be informed on receipt of the circular from University.



**Dr. Sanjay U. Bokade**  
**Principal (I/C)**