

**CIRCULAR**

Sub:- SITTTR Kalamassery - Academic Calendar for S2 - Regular and Part time diploma program- Reg.

Ref :- Minutes of Academic Council Meeting held on 18/01/2024

Principals of all Govt. / Govt. Aided / IHRD/CAPE/Self Financing Polytechnic Colleges are hereby informed that, Academic Calendar for **S2** Classes of **Regular and Part time (2023 admission) Diploma Program - 2023-24** is published here with.

In connection with the completion of S1 classes , Principals shall verify and ensure the following:

1. Completion of summative and formative assignments of S1 and publishing of Internal assessment marks of all theory courses.
2. Completion of log entry in TEAMS.
3. Completion of Course files including sample internal assessment documents and attainment calculations.
4. Completion on feedback of S1 classes including feedback analysis and action plan based on feedback analysis
5. Documents related to conduct of Institution level examinations of S1 and publication of its results.
6. Documentation of extracurricular/co curricular/other activities during the period.
7. Completion of Academic monitoring related and Quality assurance related committee meetings as per Rev 2021 regulations and AICTE requirements for appropriate documentation and follow up.
8. Documentation of Activity points for the students during the period.

Encl: Academic Calendar S2 2023-24

**Geethadevi R**  
Joint Director ( Incharge)

To  
Principals of all Polytechnic Colleges.

**Approval Valid**

Digitally Approved By  
Geethadevi R  
Date: 19.01.2024

Reason: Approved



The document is digitally approved. Hence signature is not needed.



**STATE INSTITUTE OF TECHNICAL TEACHERS TRAINING & RESEARCH**  
**DEPARTMENT OF TECHNICAL EDUCATION**  
**GOVERNMENT OF KERALA**  
**ACADEMIC CALENDAR FOR SECOND SEMESTER in 2023 - 24**  
*(FOR ALL POLYTECHNIC COLLEGES UNDER SBTE IN THE STATE)*  
Academic Calendar for S2 Regular(2023 adm) and S2 PT(2023 adm)

**JANUARY 2024 (No. of Instructional days : 8)**

22.01.2024	Commencement of second semester classes
26.01.2024	Republic Day^ Holiday

JANUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**FEBRUARY 2024 (No. of Instructional days : 24)**

07.02.2024	Publication of attendance of the month of January
22.02.2024	Formative Assessment(as per curriculum) No.1
26.02.2024	Summative Assessment(as per curriculum) No.1.

FEBRUARY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

**MARCH 2024 (No. of Instructional days : 21)**

06.03.2024	Publication of attendance of the month of February
15.03.2024	Formative Assessment(as per curriculum) No.2
20.03.2024	Summative Assessment(as per curriculum) No.2

MARCH 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**APRIL 2024 (No of Instructional days: 22)\***

05.04.2024	Publication of attendance of the month of March
18.04.2024	Formative Assessment(as per curriculum) No.3
22.04.2024	Model exam for S2
27.04.2024	last working day for S2
30.04.2024	Publication of internal marks and consolidated attendance statement of S2

APRIL 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**MAY 2024 (No of Instructional days: )**

01.05.2024	May Day
20.05.2024	Internship I for S2 students(3 weeks)- Tentative

MAY 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**JUNE 2024 (No of Instructional days: )**

JUNE 2024						
SUN	MON	TUE	WED	THU	FRI	SAT
30	*	*	*	*	*	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

# Academic work shall be handled in online/contact mode as per the directions of the Govt. from time to time

^ Institutions may arrange programmes to observe these days and other days as notified by Govt./ AICTE.

\* Classes during summer vacation shall be according to directives from Govt. of Kerala.

Details regarding fee remittance shall be notified by DTE.

Academic Calendar shall be updated as and when higher authorities schedule remedial classes, practical classes and examinations.

Other directives from higher authorities, for conduct of classes due to the pandemic or other causes shall be followed and the academic calendar shall be updated accordingly.

Academic Calendar shall be modified if required.

  
Joint Director  
SITTTR

JOINT DIRECTOR  
STATE INSTITUTE OF TECHNICAL TEACHERS TRAINING & RESEARCH  
HMT JUNCTION, KALAMASSERY  
PIN - 683 104

