

CIRCULAR

Sub:- SITTTR Kalamassery - Academic Calendar for S4 & S6 - Regular diploma program-
Reg.

Ref :- _____

Principals of all Govt. / Govt. Aided / IHRD/CAPE/Self Financing Polytechnic Colleges are hereby informed that, Academic Calendar for **S4 & S6** Classes of **Regular Diploma Program - 2023-24** is published here with.

In connection with the completion of S3 & S5 classes , Principals shall verify and ensure the following:

1. Completion of summative and formative assignments of S3 & S5 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 S3 & S5 classes including feedback analysis and action plan based on feedback analysis
5. Documents related to conduct of Institution level examinations of S3 & S5 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 conduct of Bridge course and related assessments.
9. Documentation of Activity points for the students during the period.

Encl: Academic Calendar

Geethadevi R
Joint Director (Incharge)

To
Principals of all Polytechnic Colleges.

Approval Valid

Digitally Approved By
Geethadevi R

Date: 18.11.2023
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 FOURTH & SIXTH SEMESTER in 2023 - 24
(FOR ALL POLYTECHNIC COLLEGES UNDER SBTE IN THE STATE)
Academic Calendar for S4 Regular(2022 adm) and S6 Regular(2021 adm)

NOVEMBER 2023 (No. of Instructional days : 1)

| | |
|------------|---|
| 30.11.2023 | Commencement of fourth and sixth semester classes |
|------------|---|

| NOVEMBER 2023 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| 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 | | |

DECEMBER 2023 (No. of Instructional days : 16)

| | |
|------------|--|
| 01.12.2023 | World Aids Day^ |
| 02.12.2023 | World Pollution Prevention Day^ |
| 14.12.2023 | National Energy Conservation Day^ |
| 22.12.2023 | Polytechnic College closes for X'mas Holidays* |

| DECEMBER 2023 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| 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 |

JANUARY 2024 (No. of Instructional days : 21)

| | |
|------------|---|
| 01.01.2024 | Polytechnic College reopens after X'mas Holidays* |
| 05.01.2024 | Publication of attendance of the month of November & December |
| 08.01.2024 | Formative Assessment(as per curriculum) No.1 |
| 22.01.2024 | Summative Assessment(as per curriculum) No.1. |
| 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: 21)

| | |
|------------|---|
| 06.02.2024 | Publication of attendance of the month of January |
| 09.02.2024 | Formative Assessment(as per curriculum) No.2 |
| 20.02.2024 | Summative Assessment(as per curriculum) No.2 |

| 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: 18)

| | |
|------------|--|
| 06.03.2024 | Publication of attendance of the month of February |
| 07.03.2024 | Formative Assessment(as per curriculum) No.3 |
| 20.03.2024 | Model exam for S4 & S6 |
| 27.03.2024 | last working day for S4 & S6 |
| | |

| 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:)

| | |
|------------|--|
| 02.04.2024 | Publication of internal marks and consolidated attendance statement of S4 & S6 |
|------------|--|

| 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:)

| | |
|------------|--|
| 06.05.2024 | Internship II for S4 students(4 weeks) |
|------------|--|

| 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 | |

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.

* X'mas Holidays 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