# Department of Mechanical Engineering

## Academic Calendar-2025-26 (Odd Semester)

### (UG 3rd, 5th, 7th Semesters, M. Tech 3rd Semester and PhD-Winter 2025)

| Month | Day | | | | | | | Actual Teaching days | No. of Working Days | Holidays | Activities |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | M | Tu | We | Th | Fri | S | Su | | | | |
| May 25 | | | | 1 | 2 | 3 | 4 | | | 1-Maharashtra Din | 2-9 UG Project group & project guide allotment (for VII Semester) |
| | 5 | 6 | 7 | 8 | 9 | 10 | 11 | | | | |
| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | | | 12-Buddha Purnima | |
| | 19 | 20 | 21 | 22 | 23 | 24 | 25 | - | - | | 19-31 BoS, AC, GB Meetings |
| | 26 | 27 | 28 | 29 | 30 | 31 | | - | - | | 30-10 Deputation for Semester Industry Internship (M. Tech 3rd Semester) |
| | | | | | | | | | | | |
| June 25 | | | | | | | 1 | - | - | | |
| | 2 | 3 | 4 | 5 | 6 | 7 | 8 | - | - | 7-Bakri Eid | 2 Commencement of Summer Term 2025<br>2-6 Load Calculation and Distribution by departments and submission to DA<br>2-15 Finalization of NPTEL Courses to be offered to students |
| | 9 | 10 | 11 | 12 | 13 | 14 | 15 | - | - | | 9-12 Time-Table preparation, circulation & submission to- DA and website display<br>14-16 Entry of Time Table in MIS<br>14-16 Submission of Teaching Plan & Submission of soft copy to- DA<br>14-16 Promotion of students to higher semester, Cyber Vidya Roll list From students section to departments. |
| | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 4 | 4 | | 17 Finalization of Class Teachers (All semesters) & TGs & Submission to-DA<br>18 Commencement of Classes<br>18-24 Verification Report of Course, course schemes ,submission to DA and mapping of courses & faculty by department |
| | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 6 | 6 | | 23-24 CR Finalization & submission to DA<br>28-30 Monthly Students' feedback by HoD.<br>28-30 Meeting of staff with HOD and submission of MOM to Director. |
| | 30 | | | | | | | 1 | 1 | | 30 Submission of PO-PSO and Target values batch wise by HoDs to Incharge, MIS (25-29,25-28,25-27)<br>30 Ph. D Project Progress Seminar |
| | Total | | | | | | | 11 | 11 | | |
| July 25 | | 1 | 2 | 3 | 4 | 5 | 6 | 5 | 5 | | 1-2 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise)<br>1-2 Submission of 1st Cyber Vidya generated Provisional Detention List to DA<br>3-5 PG Project/ UG Project Title Finalization Seminar |
| | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 6 | 6 | | 7-8 Conduction of TAE 1<br>7-10 Introductory Project Seminar of 3rd Sem CEP (Community Engagement Projects)<br>8-9 Meeting-1 of Teacher Guardians with students and submission of MoM to HoD and Dean Academics (DA)<br>8-9 CR Meeting-1 with HoD and Submission of MoM and Action Taken Report to DA |
| | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 6 | 6 | | 14-19 Forum Installations<br>14-15 Entry of TAE1 Marks & submission of marks to HoD (Dept.)<br>17-19 Submission of Course Registration form by students<br>i)Verification and submission of Credit Registered report by the department to DA |



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| | | | | | | | | | | | ii)Scheduling of all academic activities/events in Cyber Vidya as per Academic Calendar<br>iii)Submission of Cyber vidya generated list of students and their Elective, Open elective, MOOCs courses |
| | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 6 | 6 | | 21-26 Alumni Interaction/Industrial Visit/Forum Activity |
| | 28 | 29 | 30 | 31 | | | | 4 | 4 | | 30-31 Monthly Students' feedback by HoD.<br>30-31 Meeting of staff with HOD and submission of MoM to Director. |
| | **Total** | | | | | | | **27** | **27** | | ***Guest Lectures to be conducted by NIT/IIT/Industry Experts** |
| **Aug 25** | | | | | 1 | 2 | 3 | 2 | 2 | | 1-2 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise)<br>1-2 Submission of 2nd Cyber Vidya generated Provisional Detention List to DA |
| | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 5 | 5 | **9-Raksha Bandhan** | 4-5 Review of Syllabus covered & Submission of Monthly Performance report and F4 Format to Dean Academics.<br>4-5 Internal Academic Audit-1<br>4-11 CAE-1 |
| | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 5 | 5 | **15-Independence Day** | 11-13 Faculty Feedback 1 (Th & Pr) (by feedback in charge)<br>12-14 Meeting-2 of Teacher Guardians with students and submission of MoM to HoD and Dean Academics (DA)<br>12-14 CR Meeting-2 with HoD and Submission of MoM and Action Taken Report to DA<br>14-16 UG/PG Project Progress Seminar-1<br>14-16 Conduction of TAE 2<br>16-18 CAE I answer-sheet showing to students and submission of CAE I marks to DA through HoD (Dept) |
| | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 5 | 5 | **23-Tanha Pola** | 20-21 Entry of TAE2 Marks & submission of marks to HoD (Dept.) |
| | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 5 | 5 | **27-Ganesh Chaturthi** | 28-30 Project Progress Seminar of 3rd Sem CEP (Community Engagement Projects)<br>29-30 Monthly Students' feedback by HoD.<br>30-2 Monthly Presentation of HOD's.<br>30-2 Meeting of staff with HOD and submission of MOM to Director. |
| | **Total** | | | | | | | **22** | **22** | | ***Guest Lectures to be conducted by NIT/IIT/Industry Experts** Internal Mid Sem Practical Exam (IMPE) (after completion of 50% Experiments |
| **Sept. 25** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 4 | 4 | **1-Jyeshtha Gauri Pujan**<br>**5-Eid-E-Milad** | 2-3 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise)<br>2-3 Submission of 3rd Cyber Vidya generated Provisional Detention List to DA<br>2-3 Review of Syllabus covered & Submission of Monthly Performance report and F4 Format to Dean Academics.<br>4-6 Internal Academic Audit-2 |
| | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 6 | 6 | | 9-10 Meeting-3 of Teacher Guardians with students and submission of MoM to HoD and Dean Academics (DA)<br>9-10 CR Meeting-3 with HoD and Submission of MoM and Action Taken Report to DA<br>11-12 Conduction of TAE-3<br>12-15 UG/PG Project Progress Seminar/Internship Seminar-2<br>12-13 Parent Teacher Meet (PTM) |
| | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 6 | 6 | | 15-16 Faculty Feedback 2(Th & Pr) (by feedback in charge)<br>19-20 Entry of TAE3 Marks & submission of marks to HoD (Dept.)<br>19-30 Conduction of Open Book Tests by respective course faculties for students in detention list |
| | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 6 | 6 | | 26-30 PQAI (for project)<br>22-27 Alumni Interaction/Industrial Visit/Forum Activity |
| | 29 | 30 | | | | | | 2 | 2 | | 29-30 Final Project Exhibition/Demonstration (Submission) of 3rd Sem CEP (Community Engagement Projects)<br>29-30 Monthly Presentation of HOD's.<br>29-30 Meeting of staff with HOD and submission of MOM to |



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| | | | | | | | | | | | Director<br>29-30 Monthly Students' feedback by HoD |
| | Total | | | | | | | 24 | 24 | | *Guest Lectures to be conducted by NIT/IIT/Industry Experts<br>Internal End Sem Practical Exam (IEPE) (after completion of remaining 50% Experiments) |
| Oct. 25 | | | 1 | 2 | 3 | 4 | 5 | 3 | 3 | 2- Mahatma Gandhi Jayanti/ Dushera | 1-8 CAE-2<br>1-10 Make up classes<br>1-3 Display of Cyber Vidya generated Attendance of students and calling to Parents of students having attendance<75% (Coursewise)<br>1-3 Submission of 4th Cyber Vidya generated Provisional Detention List to DA<br>3-4 Review of Syllabus covered & Submission of monthly Performance report and F4 Format to Dean Academics. |
| | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 5 | 5 | | 10 Last Teaching Day<br>11-16 Preliminary Examination for students in detention |
| | 13 | 14 | 15 | 16 | 17 | 18 | 19 | - | - | | 13-14 CAE-2 answer-sheet showing to students and submission of CAE-2 marks to DA through HoD (Dept)<br>17-18 Submission of Final Detention List |
| | 20 | 21 | 22 | 23 | 24 | 25 | 26 | - | - | 20-23- Diwali | 24-25 Submission of Cyber Vidya generated Internal Marks from DA to CoE |
| | 27 | 28 | 29 | 30 | 31 | | | - | - | | 27 Commencement of End Semester Examination (Theory + Practical) |
| | Total | | | | | | | 8 | 8 | | |
| Nov. 25 | | | | | | 1 | 2 | - | - | | |
| | 3 | 4 | 5 | 6 | 7 | 8 | 9 | - | - | 5- Gurunanak Jayanti | |
| | 10 | 11 | 12 | 13 | 14 | 15 | 16 | - | - | | |
| | 17 | 18 | 19 | 20 | 21 | 22 | 23 | - | - | | |
| | 24 | 25 | 26 | 27 | 28 | 29 | 30 | - | - | | 25 Deputation for Semester Industry Internship (B.Tech.8th Semester) |
| Dec 25 | 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 | - | - | 25- Christmas | |
| | 29 | 30 | 31 | | | | | - | - | | |
| Actual Teaching days / Total Working Days | | | | | | | | 92 | 92 | | Commencement of Even Semester Classes-16th December 2025 |

**NOTE: Subject to changes as per the guidelines issued by competent authorities.**

**HOD** | **Dean, Academics** 25/06/25 | **Director**

cc:- E- Circulation: 1. Hon'ble Director
2. Registrar
3. CoE
4. Dean Academics
5. Faculty Members
6. Students
7. Institute Website

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