



Policy for Institute Academic Calendar

- Before start of each academic session, Dean (Academics) with all head of departments will frame academic calendar to strengthen and monitor the overall academic and other related activities of the Institute as per the guidelines and academic calendar given by affiliating university.
- In this regard before start of each academic session/semester, Dean will hold the meeting of all the Head of Departments and put up the proposed academic/ other activities that should be included in academic calendar for the upcoming session/ semester.
- After discussion on each issue rose, activities and corresponding dates will be finalized and then it will be put up to the Director. After including the recommendations made by the Director it is then approved to be disseminated.
- Director through Dean (academics) will be responsible to implement the academic calendar in collaboration with all concerned head of the department and related concerned persons. If there is any change all above steps must be followed and further put up for the approval.

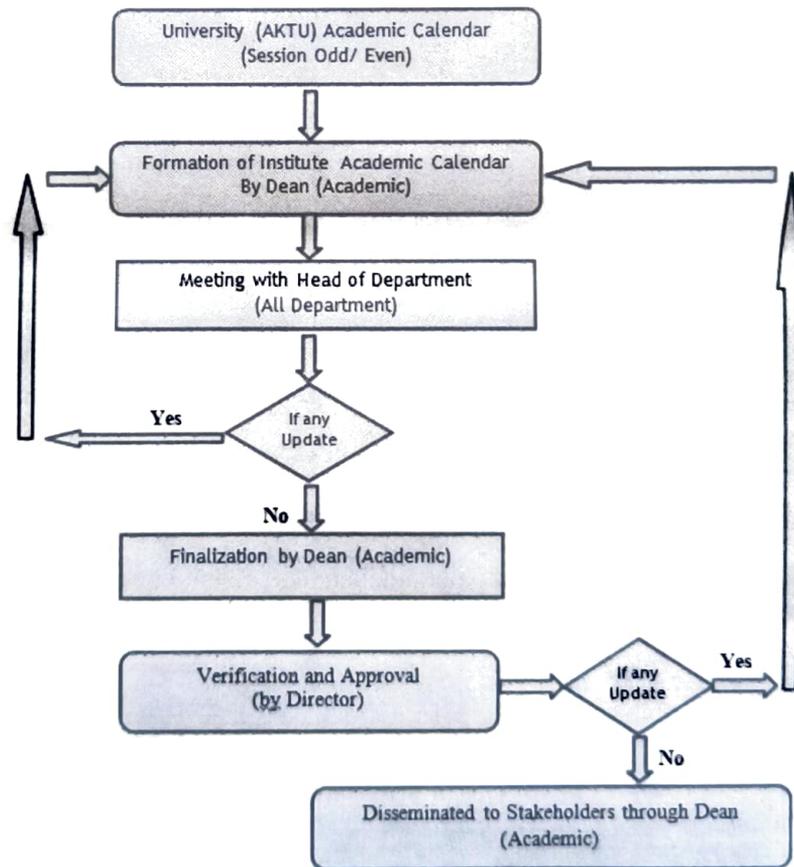


Fig 1: Flowchart for defining Academic Calendar

Prof.(Dr.) Surya Prakash Tripathi
Director

R.R. Institute of Modern Technology
NH-24, Bakshi Ka Talab,
Sitapur Road, Lucknow-226201