

**C. V. Raman Global University-Odisha, Bhubaneswar**  
**ACADEMIC CALENDAR FOR 2020-21**  
**ODD (AUTUMN) Semester**

Events		1 <sup>st</sup> semester B.TECH, M.TECH MBA, M. SC., Ph.D	3 <sup>rd</sup> semester B.TECH, M.TECH MBA, MSC.	5 <sup>th</sup> semester B.TECH	7 <sup>th</sup> semester B.TECH
Registration – First Phase		NA	15.07.20-25.07.20		
Registration-Second Phase With a fine of Rs.200/-		NA	27.07.20 - 10.08.20		
Welcome/Orientation/Foundation Course/Induction Programme		17.08.2020 – 31.08.2020	NA	NA	NA
Starting date of instruction		01.09.2020 [AS PER ADMISSION]	12.08.2020	12.08.2020	12.08.2020
1st Phase Registration for Backlog subjects (only for final year students irrespective of admission batch)		06.08.2020 – 26.08.2020			
Final Phase Registration for Backlog subjects with a fine of Rs.500 (only for final year students irrespective of admission batch )		27.08.2020 – 10.11.2020			
Class Test –I/Teachers’ Assessment		30.09.2020 – 05.10.2020			
Welcome to First Year Students		09.10.2020-21.10.2020 [one day for each branch]			
Puja Holidays		22.10.2020 – 26.10.2020			
Class Test –II/ Mid-Term Exams	B.TECH/ MSC/MTECH/MBA/Ph. D	09.11.2020 – 14.11.2020			
Athletic Meet		20.11.2020 – 21.11.2020			
Closing date of Class Room Activities		30.11.2020			
Period for remaining Academic Activities (End Semester Evaluation/Assesment of Laboratory/Sessional/Project/Comprehensive Viva Voce/Seminar/Dissertation etc.)		01.12.2020 – 07.12.2020			
FDP		01.12.2020 – 04.01.2021 [for a period of 07 – 15 days]			
Last date submission of Application (Repeat Internal- I & II)		05.12.2020			
Repeat Internal Exams [Class Test and Mid- term Exams]		08.12.2020 – 15.12.2020			
Departmental Academic Audit		December 2020 [one day for each department]			
End Semester Examinations	BTECH/ MTECH/ M. Sc/ MBA/Ph.D)	09.12.2020- 28.12.2020			
Semester Break		29.12.2020- 03.01.2021			
Annual external institutional academic Audit		January 2021			
On line entry of Internal Marks		16.12.2020 – 29.12.2020			
Publication of Results of Odd (Autumn) Semester Examinations, 2020-21		16.01.2021			
Application for Rechecking of results and photocopy of Answer Books		20.01.2021 – 27.01.2021			
Date of Declaration of Rechecking Results		08.02.2021			
<b>Number of days of instruction (month wise)</b>					
JUNE		00	00	00	00
JULY		00	00	00	00
AUGUST		00	18	18	18
SEPTEMBER Classes are in online mode on Sundays		30(26+4 Sundays)	26	26	26
OCTOBER Classes are in online mode on Sundays		24(21+3 Sundays)	21	21	21
NOVEMBER Classes are in online mode on Sundays		30(25+5 Sundays)	25	25	25
DECEMBER		06	06	06	06
TOTAL		90	96	96	96
Starting of classes of Even Semester		2 <sup>nd</sup> Semester – 04.01.2021	4 <sup>th</sup> Semester – 04.01.2021	6 <sup>th</sup> Semester- 04.01.2021	8 <sup>th</sup> Semester - 04.01.2021

**Students must note and strictly adhere to the following instructions.**

1. For appearing in any examinations [Teachers' Assessment, Mid Term Exams, or End Term Exams] in any Theory subject, a student must secure attendance of 75% or above up to the cut off days for considering attendance for the respective examinations.. Maximum 10% attendance may be condoned on the Account of Medical Ground, Compassionate ground involving death/injury/illness of parents , for representing college by participating – Inter College/ State Level/ National Level/ International Level events of Sports, Technical, Cultural activities with prior permission of principal as per the following guidelines.

- i) **Medical case/Illness:** In this case the student needs to submit the **Original medical certificate** from a Government Hospital, reputed Private Hospital or Clinic, or a reputed Private Doctor. The prescription must be attached with the certificate. In the medical certificate there must be a recommendation for rest/leave/hospitalization for **at least seven days**. The student must submit the certificate in a duly filled in prescribed format (available in the office of the Dean Academics) **within seven working days of resuming classes** in the office of **Dean Academics**.

Medical representation violating any one of the above norms shall be rejected.

- ii) **Institute Representation:** If a student intends to attend any international/national/regional/state/Institutional (reputed institutes such as IITs, NITs etc.) level sports/athletic/cultural/technical events then he/she needs to apply in the prescribed format and obtain permission from the **Principal** duly forwarded by **HOD/Dean First Year**. In this case the student needs to submit **the certificate of participation or any other document substantiating his/her claim of participation in an event**. The student must submit the certificate in a duly filled in prescribed format within **seven** working days of resuming classes in the office of **Dean Academics**.

Representation of the students involving participation violating any one of the above norms shall be rejected.

- iii) **Representation of Genuine Compassionate Ground:** If a student missed some classes due some genuine problems such as any domestic/family issues, unfortunate loss of parents etc. then he/she must represent his/her problem **within seven working days of resuming the college**. In this case the student needs to submit his/her grievance in the Office of the Principal in a plain paper as per the guidelines/instructions of Principal.

- A maximum of **10%** attendance can be condoned for a student on all the three clauses taken together, i.e. **Medical case/Illness, Institute Representation, Genuine Compassionate Ground**. Under any circumstances a student is not eligible to appear in a subject in a Class Test/Semester Examination if his/her attendance up to the cut off day of calculation for that test/examination is less than 65%.
- As repetition to our earlier notification all concerned students must remember if all the students are found to remain absent in a legitimate class of any Branch,, Semester, and section as per the Time Table then all students of the class shall be marked absent.

- For compilation of attendance each class taken between the date of commencement of classes and the closing date of instruction shall be taken into consideration. Any class taken after the closing date of Class Room Activity without prior permission of Principal shall not be considered for computation of attendance percentage. **The above attendance required should be applicable for all UG and PG courses.**
2. Each student must register on the dates mentioned above. Clearance of all college dues and registration is mandatory for appearing End Semester Examinations.
  3. **From the Academic Session 2020 – 21 the examinations for backlog subjects shall not be conducted during the Regular Semester. But examinations of all backlog subjects shall be conducted during the Summer Quarter Examinations (Likely to be held during the month of June).**
  4. **For securing admission in Third Year (5<sup>th</sup> Semester B.Tech.), a student must successfully complete/pass in each Sessional/Laboratory/Seminar/Project subject and does not have backlogs in more than 3 theory papers of first year by the end of 2<sup>nd</sup> year.**
  5. **For securing admission in Fourth Year (7<sup>th</sup> Semester B.Tech.), a student must successfully complete/pass in each subject of first year course, must successfully complete/pass in each Sessional/Laboratory/Seminar/Project/Viva subject of Second Year Course, and does not have backlogs in more than 3 theory papers of Second year by the end of 3<sup>rd</sup> year.**
  6. Formative assessment for each theory subject shall be done as per the following.

<b>Formative assessment (50)</b>	
<b>Class test:</b> (1 hour –30 marks exam at Departmental level )	<b>10</b> (Scale down)
<b>Assignment:</b>	<b>10</b>
<b>Quiz/ Seminar/Surprise Test</b>	<b>10</b>
Mid semester: (90 minutes subjective/conventional)	<b>20</b> (Scale down)
<b>End Semester Examination:</b> ( 3 hours duration subjective type of 100 marks)	<b>50</b> (Scale down)

### ***7. Summer term facility for students***

*For all students an additional make-up semester facility, known as summer quarter, is tentatively conducted during May-June. Makeup classes are conducted for all subjects of both even and odd semesters.*

*Students opting for such makeup classes shall have to pay Rs.3000/- only per Semester towards such classes (irrespective of the no. of subjects) over and above the registration fees.*

**Eligibility Criterion:**

- I) The students falling short of attendance in the preceding semesters (i.e. less than 75%)
- II) The students who failed in the end term examinations of the preceding semesters.
- III) The students who failed to appear at the examinations of the preceding semesters on Medical ground with submission of valid medical certificates (with regards to serious illness of himself or a calamity in the family).
- IV) The students who fall short of attendance in the preceding semesters must compensate by attending makeup classes conducted during the summer quarter and maintain attendance criteria as applicable for regular classes to be able to appear at the examinations of the summer quarter.

**Attendance defaulter in Summer Quarter will attend classes either during regular semester exams/ Summer Quarter exams next year.**

*The grade secured by a student in a subject in the examinations of the summer quarter who has been debarred/found not eligible to appear in the Regular Examination in that subject shall be downgraded/degraded by one grade except the case when the secured grade is D (Which will remain as it is in the final calculation of SPI and CPI).*

8. During Summer Quarter, one internal Examination of Maximum 40 Marks and of duration 2hrs shall be conducted for each subject. The question shall be from the entire syllabus and there will be **40 objective type** questions. A student shall be awarded a maximum of **16 marks** in this exam. Any student who had secured **failed grade** in a subject and obtained **less than 16** in the **formative assessment component** in any theory subject can appear in the test. Information on Internal marks may be obtained from the **Examination Cell**.
9. Students are advised to read the Academic Regulations, Academic Calendar, and all Notices of the College displayed in the College Website.
- 10.

**11. Some Important Forms:**

**F1: Application for Applying For Leave for Representing Institute**

**F2: Application for Institute Representation Certificate Submission [For Shortage of Attendance]**

**F3: Compensatory Lab arrangement**

**F4: Application for Submission of Medical Certificate [For Shortage of Attendance]**

**F5: Application for Submission of Medical Certificate [For Non Appearance in Teachers' Assessment/ Mid – Term Examinations/Semester Examinations]**

**F6: APPLICATION FOR CONCESSION IN ATTENDANCE (Under Institute Sponsored Category)**

  
**DEAN ACADEMICS**