

## **NIRMALA COLLEGE FOR WOMEN (AUTONOMOUS)**

**Accredited with 'A' Grade by NAAC in the 3<sup>rd</sup> Cycle with CGPA 3.62**

**Accorded Star Status by DBT**

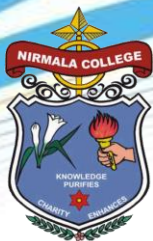
**Recognized by DST-FIST at level '0'**

**Red Fields, Coimbatore -641018, Tamil Nadu, India.**

# **ACADEMIC CALENDAR**

**GBM: 28.03.2022**

**POLICY NUMBER: NCW017**



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## **ACADEMIC CALENDAR**

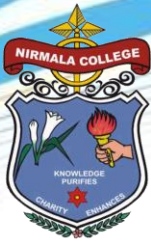
Academic calendar is crucial for educational institutions to plan academic and administrative activities, to collaborate and communicate with all the students, faculty, administrative staff, alumni and parents of students of different courses and batches of the institution and to make them reminded of key dates throughout the academic year. The proper implementation and usage of an academic calendar becomes important as the number of students studying in the institution increases year on year and it enables time management as well.

### **POLICY:**

1. To introduce the theme of the year based on which all activities of the college are carried out, the founder of the congregation, Founder of the College, inception of the college, vision and mission of the college, members of the governing body and Managing committee Members.
2. To give access to stakeholders concerning programmes offered, Core courses, certificate courses and diploma courses offered with corresponding credits, CIA & ESE components, examination procedure and question paper pattern.
3. To make known the list of faculties, administrative staff, supportive staff, students' strength, semester pattern, day order system, and time schedule.
4. To intimate extracurricular, co-curricular activities offered, learning resources available in the institution, code of conduct expected, college union and affiliated associations and scholarships available.
5. To articulate the academic calendar with the clear time frame for commencement of both the semesters, dates of continuous Internal Assessment, end semester examinations, days of important functions, and Government holidays.

### **PRACTICES:**

1. The academic calendar is processed once a year and distributed to all the students, faculty members, administrative staff and supportive staff.
2. Dates and matters for the academic calendar are decided by the members of the academic body under the headship of the Principal.
3. The students who got admission in the college are well informed about the aim and objectives of the college, theme of the year, various programmes offered, core courses, allied courses, non -major electives, Skill based courses, certificate and diploma courses offered.
4. Students are given a very clear picture about distribution of marks for CIA and ESE, question paper pattern, conduct of examination, code of conduct, dress code, procedure for availing leave, semester pattern, day order system and duration of classes.



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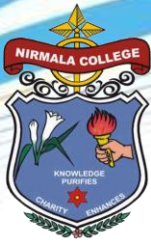
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5. The founder of the congregation, founder of the college, list of governing body members, members of management, teaching faculty, administrative staff, supportive staff, student union members are made known through academic calendar to all those who are closely associated with the college.
6. Extracurricular and co-curricular activities offered and encouraged in the college are intimated so that potential students can make use of the opportunity.
7. Members of the Students Union and Various affiliated associations, its purpose and major activities carried out by members of each association are clearly spelt out in the Academic Calendar.
8. The dates on which both odd semester and even semester is commenced, dates of internal and end semester theory and practical examinations, days of importance based on various religious functions, government holidays and the dates on which college is closed for Christmas vacation and Summer vacation, etc. are the core contents of the calendar.
9. Importance of understanding and giving due respect for fellow mates especially freshers, avoiding ragging, and probable punishment for violating government norms in this regard forms part of Academic Calendar.
10. To facilitate the eligible students to avail scholarships, various government scholarships which are given to college students and eligibility criteria for each of these scholarships are also included in the academic calendar.

### **OUTCOMES:**

1. It gives an opportunity to get a clear understanding about the college by everyone who are associated with the college either as a student or as an employee of the institution.
2. It keeps the faculty and students reminded of the key dates throughout the academic year.
3. The absence record tracks and regulates the attendance of the students
4. It enables time management and to make use of the available resources in an effective manner.
5. It helps the final year students to choose right SKB and NME courses which are most suited for their future career.
6. The parents will be aware of the year - round activities of the college
7. This also acts as a prospectus for the future admission or as a catalyst for the proposed students.
8. It helps to reduce the stress for both the Staff and students in deciding their family trips and pilgrimages.



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9. Students having understood the penalty and punishment imposed for ragging, creates a ragging free environment
10. Eligible students can avail Scholarships
11. It motivates the leadership quality of the students finding their names in academic calendar.
12. With a little planning and sound knowledge about the courses, college and ample opportunities available in the world, the students can lead quality life a better place in the society.

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