

**Departmental Academic Calendar**  
**Department of Commerce & Management**  
**Session – 2016-17**

Sl no.	Programme	Tentative Schedule	Important points to consider	Teaching-learning activities
1	Admission in the college (1 <sup>st</sup> year)	2 <sup>nd</sup> week of June to 4 <sup>th</sup> week of June, 2016	<ul style="list-style-type: none"> <li>Students should collect their identity cards at the time of enrolment and report to the department when classes begin</li> </ul>	
2	1 <sup>st</sup> Year Class begins	2 <sup>nd</sup> week of July, 2016	<ul style="list-style-type: none"> <li>Students must bring their identity cards to the classes</li> <li>Syllabus &amp; Modular distribution of syllabus will be given</li> <li>Routine &amp; Departmental Academic Calendar will be given</li> <li>An inauguration programme will be held on the date of commencement of the class.</li> </ul>	Only 1 <sup>st</sup> year students
3	Counselling cum Guardians' Meeting 1 <sup>st</sup> year students	3 <sup>rd</sup> week of July, 2016	<ul style="list-style-type: none"> <li>All students along with their guardians must be present in the meeting</li> </ul>	
4	Provisional Admission for 2 <sup>nd</sup> and 3 <sup>rd</sup> year students	July-August, 2016	<ul style="list-style-type: none"> <li>Based on the completion of their previous year examination</li> <li>Students should report to the Department right after admission</li> </ul>	1 <sup>st</sup> & 3 <sup>rd</sup> year students
5	3 <sup>rd</sup> Year Class begins	4 <sup>th</sup> week of July, 2016	<ul style="list-style-type: none"> <li>Compulsory attendance for the students</li> <li>Syllabus &amp; Module distribution of syllabus will be given</li> <li>Routine &amp; Departmental Academic Calendar will be given</li> </ul>	
6	1 <sup>st</sup> year Class test-I	2 <sup>nd</sup> week of August, 2016	<ul style="list-style-type: none"> <li>Class test-I will be taken by considering all the honours topics covered by respective</li> </ul>	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> year student
7	2 <sup>nd</sup> Year Class begins	2 <sup>nd</sup> week of August, 2016	<ul style="list-style-type: none"> <li>Compulsory attendance for the students</li> <li>Syllabus &amp; Modular distribution of syllabus will be given</li> <li>Routine &amp; Departmental Academic Calendar will be given</li> </ul>	
8	1 <sup>st</sup> year Class test-II	3 <sup>rd</sup> week of September, 2016	<ul style="list-style-type: none"> <li>Class test-II will be taken by considering all the honours topics covered by respective</li> </ul>	
9	3 <sup>rd</sup> year Class test-I	4 <sup>th</sup> week of September, 2016	<ul style="list-style-type: none"> <li>Class test-I will be taken by considering all the honours topics covered by respective</li> </ul>	
10	2 <sup>nd</sup> year Class test-I	1 <sup>st</sup> week September, 2016	<ul style="list-style-type: none"> <li>Class test-I will be taken by considering all the honours topics covered by respective</li> </ul>	
11	Puja vacation	7 <sup>th</sup> October to 3 <sup>rd</sup> November, 2016	<ul style="list-style-type: none"> <li>As per the College Academic Calendar, 2016-17</li> </ul>	
12	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> year Guardians' Meeting	4 <sup>th</sup> week of November, 2016	<ul style="list-style-type: none"> <li>Students' academic performance &amp; attendance in the classes will be discussed before their respective guardians.</li> </ul>	
13	Mid-term Test for 1 <sup>st</sup> year honours students	3 <sup>rd</sup> week of December, 2016	<ul style="list-style-type: none"> <li>All students should appear in the examination</li> <li>The progression of academic work &amp; results of the test will be discussed with the guardians of the respective students</li> </ul>	
14	Winter Recess	25 <sup>th</sup> December 2016 to 1 <sup>st</sup> January, 2017	<ul style="list-style-type: none"> <li>As per the College Academic Calendar, 2016-17</li> </ul>	
15	2 <sup>nd</sup> year Class test-II	2 <sup>nd</sup> week January, 2017	<ul style="list-style-type: none"> <li>Class test-II will be taken by considering all the honours topics covered by respective</li> </ul>	

16	3 <sup>rd</sup> year, Test	2 <sup>nd</sup> week of February, 2017	<ul style="list-style-type: none"> <li>All students must appear for the examination</li> <li>Results of the Test along with attendance in classes is an essential parameter for getting concession in fees for needy and meritorious students</li> <li>If any student gets less than the pass marks in any paper, he/she will not be allowed to appear in the University Examination.</li> </ul>	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> year student
17	Revisional / special classes for 3 <sup>rd</sup> year students	From 3 <sup>rd</sup> week of February to before University Examination	<ul style="list-style-type: none"> <li>Students should follow the notices served by the Department and College</li> <li>They must make regular communication with the faculties of the Department</li> <li>To avail UGC Merged Scheme Revisional coaching classes, they must enrol their names with the respective Convenor</li> </ul>	Special/ Revisional classes
18	2 <sup>nd</sup> year test	1 <sup>st</sup> week of March, 2017	<ul style="list-style-type: none"> <li>Same as serial no 16</li> </ul>	
19	Revisional / special classes for 2 <sup>nd</sup> year students	From 3 <sup>rd</sup> week of March, 2017 to before final University Exam.	<ul style="list-style-type: none"> <li>Same as serial no 17</li> </ul>	
20	1 <sup>st</sup> year test	4 <sup>th</sup> week of March, 2017	<ul style="list-style-type: none"> <li>Same as serial no 16</li> </ul>	
21	Revisional / special classes for 2 <sup>nd</sup> year students	From 3 <sup>rd</sup> week of April, 2017 to before final University Exam.	<ul style="list-style-type: none"> <li>Same as serial no 17</li> </ul>	
22	Revisional / special classes for 1 <sup>st</sup> year students	From 3 <sup>rd</sup> week of April, 2017 to before final University Exam.	<ul style="list-style-type: none"> <li>Same as serial no. 17</li> </ul>	
23	Summer Recess	16 <sup>th</sup> May, 2017 to 30 <sup>th</sup> June, 2017	<ul style="list-style-type: none"> <li>As per the College Academic Calendar, 2016-17</li> </ul>	
24	WBSU examination <ul style="list-style-type: none"> <li>3<sup>rd</sup> Year</li> <li>2<sup>nd</sup> Year</li> <li>1<sup>st</sup> Year</li> </ul>	<ul style="list-style-type: none"> <li>April-May, 2017</li> <li>June, 2017</li> <li>June-July, 2017</li> </ul>	<ul style="list-style-type: none"> <li>Details of WBSU examination schedule will be displayed on the University website</li> </ul>	

Note: All dates are tentative. Minor modification of the date may occur as and when necessary and that will be informed to the students through college and/or departmental notices.