



### **1.1.2 The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)**

Being an affiliated institute of the VMSB Uttarakhand Technical University, JBIT follows the academic calendar issued by the University at the beginning of the academic year. It clearly delineates a schedule for teaching, examination and semester break that is strictly followed by the college to ensure smooth and efficient functioning of its teaching and administrative processes. Within the same framework, the college also prepares its own calendar of events and activities before the commencement of the Academic Session and the same is communicated to all.

- ❖ Students Induction programme (SIP) is conducted as per schedule.
- ❖ CIE-1, CIE-2 and make-up tests are scheduled as per academic calendar.
- ❖ Assignments and other academic tasks are planned as schedule.
- ❖ Industrial visits, add-on courses, workshops & seminars, extension activities and department and central club activities are conducted as schedule.

For transparency of functioning, both the University and the institute academic calendars are placed on the college website. All the aforementioned information is reinforced during the collegiate and departmental orientation of new students at the beginning of academic session.

The Director also conducts meetings with the HoD's, faculty from individual Departments, and entire Staff including non-teaching to ensure smooth implementation of the activities as scheduled.

For the purpose of conducting Continuous Internal Evaluation, teachers prepare their schedule of teaching, class tests and assignments in accordance with their allotted time table keeping the academic calendar and planned co-curricular activities of the college in mind. Project work, field work and presentation components of the syllabus and assessment are arranged keeping in mind the pre-planned academic calendars.