

CIRCULAR

Sub:- SITTTR Kalamassery -Academic Calendar for S4 - DSP- Reg.

Ref :- _____

Superintendents of all Govt. Commercial Institutes are hereby informed that **fourth semester Classes of Diploma in Secretarial Practice Program** shall commence from **27/11/2023** onwards and the Academic Calendar for S4 is published.

Encl: Academic Calendar

To: Superintendents of all GCIs

Geethadevi R
Joint Director (Incharge)

Approval Valid

Digitally Approved By

Geethadevi R

Date: 25.11.2023

Reason: Approved



STATE INSTITUTE OF TECHNICAL TEACHERS TRAINING & RESEARCH
DEPARTMENT OF TECHNICAL EDUCATION
GOVERNMENT OF KERALA
ACADEMIC CALENDAR FOR FOURTH SEMESTER in 2023 - 24
(FOR ALL GOVERNMENT COMMERCIAL INSTITUTES UNDER SBTE IN THE STATE)

Academic Calendar for S4 DSP - Classes starts on 27th November 2023

NOVEMBER 2023 (No. of Instructional days : 4)

| | |
|------------|--|
| 27.11.2023 | Commencement of 4 th Semester Classes |
|------------|--|

| NOVEMBER 2023 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

DECEMBER 2023 (No. of Instructional days : 16)

| | |
|------------|------------------------------------|
| 01.12.2023 | World Aids Day^ |
| 02.12.2023 | World Pollution Prevention Day^ |
| 14.12.2023 | National Energy Conservation Day^ |
| 22.12.2023 | College closes for X'mas Holidays* |

| DECEMBER 2023 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| 31 | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

JANUARY 2024 (No. of Instructional days : 21)

| | |
|------------|---|
| 01.01.2024 | College reopens after X'mas Holidays* |
| 05.01.2024 | Publication of attendance of the month of November & December |
| 08.01.2024 | Due date for the submission of assignment No.I for S4. |
| 22.01.2024 | Commencement of series test No.1 for S4 |
| 26.01.2024 | Republic Day* Holiday |

| JANUARY 2024 | | | | | | |
|--------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

FEBRUARY 2024 (No of Instructional days: 21)

| | |
|------------|--|
| 06.02.2024 | Publication of attendance of the month of January |
| 09.02.2024 | Due date for the submission of assignment No.2 for S4. |
| 20.02.2024 | Commencement of series test No.2 for S4 |

| FEBRUARY 2024 | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

MARCH 2024 (No of Instructional days: 15)

| | |
|------------|---|
| 06.03.2024 | Publication of attendance of the month of February |
| 07.03.2024 | Due date for the submission of assignment No.3 for S4. |
| 18.03.2024 | Model test paper for S4 |
| 22.03.2024 | last working day for S4 |
| 27.03.2024 | Publication of internal marks and consolidated attendance statement of S4 |

| MARCH 2024 | | | | | | |
|------------|-----|-----|-----|-----|-----|-----|
| SUN | MON | TUE | WED | THU | FRI | SAT |
| 31 | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

Academic work shall be handled in online/contact mode as per the directions of the Govt. from time to time

^ Institutions may arrange programmes to observe these days and other days as notified by Govt.

* X'mas Holidays shall be according to directives from Govt. of Kerala.

Details regarding fee remittance shall be notified by DTE.

Academic Calendar shall be updated as and when higher authorities schedule remedial classes, practical classes and examinations.

Other directives from higher authorities, for conduct of classes due to the pandemic or other causes shall be followed and the academic calendar shall be updated accordingly.

Academic Calendar shall be modified if required.

Joint Director(I/C)
SITTTR