

Annual Calendar of Activities of the College

July 2024 to June 2025

JULY

1. Implementation of admission schedule of PUNJABI University PATIALA/ Govt. of Punjab.
 2. Online admission for the fresh and roll over students 1 July 2024 to 31 JULY 2024.
 3. Submission of 1st quarterly report of Income Tax before 15th July.
 4. World Population Day: 11th July Deptt. of Economics.
 5. Summer vacation 1 July to 31 July. (Admission Process Continue)
 6. End Semester Examination (Practical / Theory) as per university schedule.
 7. Display of theory and practical time table in 1st Week of July.
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AUGUST

1. Commencement of Classes 1 August.
 2. Cleaning and updating all labs before beginning of the academic year.
 3. Orientation Assembly (NCC/NSS/Library/Sports/Online Admission and Women Grievance Redressal).
 4. Celebration of fresher's day for interaction among junior and senior students as well as Principal's address.
 5. Preparation by NCC. for Independence Day 15th August.
 6. Sadhbhavana Diwas : 20th August (Deptt. of Sociology)
 7. National Sports Day : 29th August (Deptt. Of Physical Education)
 8. Acceptance of various scholarship applications and fee - concession applications.
 9. PTA / OSA ALUMNI / HEIS Executive Meetings.
 10. Tree plantation (Afforestation) in the college : In association with Distt. Forest Department
 11. College's Cultural Festival for talent hunt.
 12. Tutorial group (Last week of August)
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SEPTEMBER

1. Submission of proposals of various scholarships and fee concessions to the Government.
2. Guest Lectures by Departments of Commerce and Arts Faculty
3. Guest Lectures by Departments of Commerce and Science Faculty.
4. Staff Meeting if required
5. IQAC Meetings
6. Submission of Detailed Admission Report to the University.
7. Submission of statistical information to the Government before 30th Sept.
8. Teacher's Day : 5th September.
9. World's Literacy Day : 8th September.
10. Hindi Day : 14th September , Deptt. Of Hindi
11. NSS Day : 24th September.
12. PTA Meetings
13. HEIS Meetings
14. Tutorial group (Last week of September)

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OCTOBER

1. Celebration of Gandhi Jayanti International Date of Non Violence 02 October 2024
 2. Program under Swachhhta Abhiyan in the college
 3. Commencement of Mid term tests : 2nd Week
 4. Preparation for odd Semester University examinations.
 5. Submission of 2nd quarterly report of Income Tax before 15th Oct.
 6. International Non Violence Day : 2nd October (NCC & NSS Unit)
 7. Tutorial group (Last week of October)
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NOVEMBER

1. Feedback forms for 2023-24 to be filled by Students in between examination according to suitable time
 2. Online submission of examination forms to University for odd semester (Or as per University Schedule)
 3. Legal Services Day/ Legal Literacy Day : 09th November
 4. Flag Day/ Bharat Scout and Guide Foundation Day : (Rovers and Rangers unit).
 5. National Education Day : 11 November
 6. Children Day : 14th November.
 8. Constitution Day : 26th November
 9. Regular Teaching
 10. NCC day : 4th Sunday of November
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DECEMBER

1. IQAC Meeting
2. University examination and date sheets as per university schedule.
3. AIDS Day Awareness Program : 1st December.
4. Counselling / Awareness Program by Placement Cell.
5. Awareness Program / Celebration of days by Red Ribbon Club / environment Society.
6. Human Right's Day : 10th December.
7. National Consumer Day : 24th December (Deptt. of Commerce & Business administration)
8. Winter Vacations : 27th December as per university schedule

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JANUARY

1. **Model Youth Parliament : 1st Week of January 2025**
 2. **National Youth Day : 12 January 2025**
 3. **National Girl Child Day : 24th January 2025**
 4. **National Voter Day : 25th January 2025**
 5. **Republic Day : 26th January 2025**
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FEBRUARY

1. **Stock Verification of Departments, Library and Stores.**
 2. **Regular Teaching : 11th February 2025 to 15th may 2025.**
 3. **World's Cancer Day : 4th Feb.**
 4. **Basant Festival**
 5. **Mother Tongue Day Matribhasha Diwas : 21st February**
 6. **International Science Day : 28th Feb.**
 7. **Annual Athletic Meet**
 8. **Alumni Meet**
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MARCH

1. **Organization of Annual Prize Distribution Function**
 2. **Online submission of examination forms to University.**
 3. **Commencement of mid term tests : 3rd Week**
 4. **Martyrs' Day (Shaheed Diwas) : 23rd March**
 5. **International Women Day : 8th March Women Cell of College**
 6. **PTA & HEIS Meetings**
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APRIL

1. **Annual Prize Distribution/Convocation Function/Farewell Function.**
2. **Distribution of form No. 16 to staff members.**
3. **Completion of University Practical Examinations and uploading of awards.**
4. **IQAC meeting.**
5. **Jallianwala Bagh Masscare Day : 13th April 2025**

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MAY

1. International Labour Day : 01st May 2025.
2. World Red Cross Day : 08th May 2025.
3. Evaluation of answer scripts (IF ANY).
4. To print and collect stationeries, Attendance Register, Prospectus, Receipt Books, Various Concession forms and other necessary things for the forthcoming academic year.
5. Preparation for University examinations.
6. Anti Terrorist Day : 20th May .

JUNE

1. Staff meeting to discuss admission related issues and planning of new academic year.
2. International Yoga Day : 21st June (NCC & NSS Units of College).
3. Anti Drug Day : 26th June (Rally by NCC cadets).

End Semester Examination (Practical / Theory) 15 June 2023 to 30th July 2024
(as per university schedule)

(Smt Darshan Kaur)

(Sh. Nishant Kumar)

(Smt. Gurmeet Kaur)

(Sh. Arshad Ali)

**Smt. Seema
Principal**

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Principal**