



Vishnu Waman Thakur Charitable Trust's

VIVA Institute of Technology

Shirgaon, Virar (East), Dist: Palghar-401305, Maharashtra Contact No. 7770002544 Website: www.viva-technology.org

NAAC "B++" Grade

Degree Engineering (Academic Year 2024-25)

Academic Calendar JAN 2025-JUNE 2025

	MON	TUES	WED	THURS	FRI	SAT	SUN
	JANUARY						
1			1	2	3	4	5
					HOD Meeting with Principal		
2	6	7	8	9	10	11	12
	Commencement of SEM IV/VI/VIII	Commencement of SEM II					
3	13	14	15	16	17	18	19
	HITAISHI (Cultural & Sports Week)						
4	20	21	22	23	24	25	26
							Republic Day
5	27	28	29	30	31		
	IQAC Meeting						
	FEBRUARY						
6	3	4	5	6	7	8	9
	HOD Meeting with Principal	NAAC Meeting					
7	10	11	12	13	14	15	16
	1st Student Feedback						
8	17	18	19	20	21	22	23
			Chhatrapati Shivaji Maharaj Jayanti				
9	24	25	26	27	28		
			Mahashivratri				
	MARCH						
10	3	4	5	6	7	8	9
	HOD Meeting with Principal	NAAC Meeting					
	IA 1				NCRENB 2025		
11	10	11	12	13	14	15	16
	IQAC Meeting				Dhulivandan		
12	17	18	19	20	21	22	23
13	24	25	26	27	28	29	30
							Gudhipadva
14	31						
	Ramzan Eid						
	APRIL						
		1	2	3	4	5	6
	2nd Student Feedback						
						Project Competition	Shriram Navmi
15	7	8	9	10	11	12	13
	HOD Meeting with Principal	NAAC Meeting		Mahavir Jayanti	IA 2		
16	14	15	16	17	18	19	20
	Dr. Babasaheb Ambedkar Jayanti	IA 2	IA 2	Term End	Good Friday		
17	21	22	23	24	25	26	27
	OR/PR exam						
18	28	29	30				
	OR/PR exam						
	MAY						
				1	2	3	4
				Maharashtra Day			
19	5	6	7	8	9	10	11
	HOD Meeting with Principal	NAAC Meeting					
20	12	13	14	15	16	17	18
	Budha Purnima	Commencement of Theory Examination(II/IV/VI/VIII)					
21	19	20	21	22	23	24	25
22	26	27	28	29	30	31	
	JUNE						
23	2	3	4	5	6	7	8
	Commencement of Theory Examination(I/III/V/VII)					Bakri Eid	
24	9	10	11	12	13	14	15
25	16	17	18	19	20	21	22
26	23	24	25	26	24	28	29
27	30						
	JULY						
		1	2	3	4	5	6
					HOD Meeting with Principal		
28	7	8	9	10	11	12	13
	Commencement of New Term						

Department wise External Academic Audit	During Dec 2024 -Jan 2025
Defaulter list to be displayed & letter to parent	On 3 rd day of every month
Declaration of result of IA- I	Within one week after UT exam
Development of Product, Project, Concept, Software, Ideas, etc.	Every Friday 3:15pm to 4:15pm
Technical Paper presentation by students in each department	First week of March 2025
Remedial Lectures to be arranged at Department level as per requirement	During Feb 2025 to May 2025
Degree Distribution Ceremony	As per UoM guidelines
Submission of Performance appraisal of faculty to the Principal	25th April 2025
One Week Faculty Development Program	During May 2025 to June 2025
Guest lecture/ Workshop/ Seminars/IV to be arranged at Department level	During Jan 2025 to April 2025(as per availability of experts/Industry.)
Maintenance work in all laboratories / workshop	On daily basis
Development of Product, Project, Concept, Software, Ideas, etc.	Every Friday 3:30pm to 4:30pm
Assessment & Moderation of Answer sheets	14 th May 2025 onwards
Attending Seminar / Workshop organized by industry or other educational Institutions	As & when opportunity comes
Departmental Meeting	Twice in Month
HOD Meeting with Principal	Once in Month
DAB Meeting in every department	Once in a year
CDC Meeting	Twice in each semester
Board of Governors Meeting	Once in a year
Mentor Sessions	Twice in month
Consultancy Work	As and when demand comes

HEAD ACADEMICS

PRINCIPAL

**Vishnu Waman Thakur Charitable Trust's
VIVA INSTITUTE OF TECHNOLOGY
Shirgaon, Virar East-401305**

Academic Calendar (2024-2025)

JULY-2024 TO JAN -2025 (SEMESTER-I and SEMESTER-III)

Date	Event/ Activity
15/07/2024	Commencement of Term for Second Year students
15/07/2024 to 19/07/2024	Mini project details submission for Second year students
Every Friday of the week	Submission of Mini Project Log Book of Second year students
1 st and 3 rd Monday of every month	Mentoring activity of Second year students
During July-2024 to November - 2024	Guest Lecture/ Seminar/ Workshop for faculty and students as per availability of Resource Person
1 st Saturday of every month / As and when required	Departmental Meeting
03/08/2024	Second year student's defaulter list will be displayed for the month of July-2024
30/08/2024 to 31/08/2024	Technical Event-Tech chase
03/09/2024	Second year student's defaulter list will be displayed for the month of August-2024
07/09/2024 to 11/09/2024	Mid Term Break
13/09/2024	Commencement of Term for First Year students
18/09/2024 to 27/09/2024	Mini project details submission for First year students
23/09/2024	Orientation Programme of First Year Students
Every Monday of the week	Submission of Mini Project Log Book of First year students
1 st and 3 rd Friday of every month	Mentoring activity of First year students
26/09/2024 to 27/09/2024	Unit Test – I Second year students
Last Week of September-2024	Feedback form-1 filling from the Second Year students
03/10/2024	First and Second year student's defaulter list will be displayed for the month of September-2024
07/10/2024	Unit Test – I result declaration of Second year students
14/10/2024 to 18/10/2024	Final Mini Project Report Submission & Final Mini Project Presentation Examination of Second year students
3 rd week of October-2024	Feedback form-2 filling from the Second Year students
30/10/2024	Final Submission of Journals, Assignments, Case studies, Project of Second year students
31/10/2024	Term End For Second year students
04/11/2024	Defaulter list will be displayed for the month of First and Second year students October-2024
05/11/2024 to 08/11/2024	Unit Test – I First year students
2 nd Week of November-2024	Feedback form-1 filling from the First Year students
18/11/2024	Unit Test – I result declaration of First Year students
18/11/2024 to 23/11/2024	Practical/Viva Exam as per university timetable for Second year students
27/11/2024 to 3/12/2024	Final Mini Project Report Submission & Final Mini Project Presentation Examination of First year students, Feedback form-2 filling from the First Year students
02/12/2024 to 14/12/2024	Theory Exam as per university timetable for Second year students
05/12/2024	Final Submission of Journals, Assignments, Case studies, Project of First Year students
07/12/2024	Term End For First Year students

09/12/2024 Onwards	Online Assessment & Moderation of Answer sheets of second year students as per university requirement
09/12/2024 to 13/12/2024	First year bridge course theory examination
16/12/2024 to 21/12/2024	Practical/Viva Exam as per university timetable for First year students
02/01/2025 to 09/01/2025	Theory Exam as per university timetable for First year students
13/01/2024 Onwards	Online Assessment & Moderation of Answer sheets of First year students as per university requirement
ISR Activity as and when opportunity comes	
MOOC/ Certification course – guidance / enrollment / progress status twice in a semester	
Attending Seminar/ Workshop organized by other institute or industry as and when opportunity comes	



Prof. Chandani Patel
HOD - MCA