

UNIVERSITY OF MUMBAI
No.UG/ 325 of 2004

CIRCULAR:-

Attention of the Directors/Heads of the University Departments, Principals of the affiliated colleges, Heads of the recognized Institutions concerned and the Captain Superintendent, Ministry of Surface Transport Training Ship 'Chanakya' Government of India, Mumbai 400 001, is invited to this office Circular No.UG/97 of 2004, dated 9th March, 2004 and they are hereby informed that the proposal has been accepted by the Academic Council at its meeting held on 18th June, 2004 vide item No.7.7 and subsequently approved by the Management Council at its meeting held on 31st July, 2004 vide item No.17 and that in accordance therewith the guidelines for the Academic Calender has been revised as under in view of guidelines given by the UGC in its UGC (MINIMUM STANDARDS OF INSTRUCTION FOR THE GRANT OF THE FIRST YEAR DEGREE THROUGH FORMAL EDUCATION) REGULATIONS, 2003 :-

- (I) 52 Sundays
- (II) 16 Holidays (during 42 weeks of non vacation)
- (III) 60 days of vacation excluding Sundays (the actual vacation is of 10 weeks)
- (IV) 3 working days exclusively set apart for admissions during which the instructions to students are suspended.
- (V) 10 working days for First Term examination (the actual period, if Sunday and Holidays are included, may be nearly two weeks, should ideally be in the second half of October)
- (VI) 44 working days for conducting College and University annual examinations as well as for finalizing results (This period is more than seven weeks. It should be between 10th March, and 31st April.

185	days to be excluded as per UGC guidelines
365	total number of days of year
180	instructional days

Additional Notes :

1. The college day functions, as well as other 'days' for extracurricular activities should be held preferably in the month of December. Such functions should be aimed at personality development of students.
2. The college Principals should ensure that all college teachers should be available to students for consultations and for solving their difficulties as per specific time-schedule prior to commencement of every examination and students should be informed accordingly.
3. The Principals are also expected to arrange the time-tables of their annual theory examinations such that all teachers can be spared at least for 10 days for the centralized assessment of theory papers of examinations conducted by University.

4. The theory examination of the first half conducted by the University, particularly for T.Y.B.A. / B.Sc. B.Com. examinations, should be held preferably from 10th March.
5. It is expected that the college examinations of F.Y. and S.Y. classes during second term should be held from 10th March. onwards. The F.Y./S.Y. examinations can be scheduled, if necessary, during the days when the examinations conducted by University are scheduled. However, the timing and seating arrangements of F.Y./S.Y. examination should be so arranged that the college should be able to accommodate candidates of University conducted examinations as per requirement.
6. It is expected that the college should continue to hold lectures/practical during the days of H.S.C. examination by adjusting time-tables.

Further that the Principals of all the colleges be directed to send copy of the Academic Calender of their college every year to the University.

MUMBAI-400 032

9th August, 2004

for I/c. REGISTRAR

To,

The Directors/Heads of the University Departments, Principals of the affiliated colleges, Heads of the recognized Institutions concerned and the Captain Superintendent, Ministry of Surface Transport Training Ship 'Chanakya' Government of India, Mumbai 400 001.

AC/7.7/18.6.04

M.C17/31.07.04

No.UG/ 325-A of 2004

MUMBAI-400 032

9th August, 2004

Copy forwarded with compliments for information to :-

- 1.The Deans of all faculties.
- 2.Convener, Committee of the Academic Calender for the Colleges.

for I/c. REGISTRAR

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