

K.L.N. COLLEGE OF ENGINEERING
(An Autonomous Institution, Affiliated to Anna University, Chennai)
Ref : KLNCE/Academic Calendar/2024-2025(Even semester)/MBA

20.01.2025

CIRCULAR

ACADEMIC SCHEDULE- MBA - II - Semester - January-May 2025

Program		Semester	
MBA		II	
S. No.	Details of the Academic Events	Date	WD
1.	Commencement of classes	27.01.2025(Mon)	01
2.	Class Committee meeting-I	27-30 January 2025	01-04
	Class Committee meeting-II	17-22 March 2025	38-43
	Class Committee meeting-III	21-26 April 2025	61-66
3.	Student Counselor meeting-I	27-30 January 2025	01-04
	Student Counselor meeting-II	5-10 May 2025	71-76
4.	Parents-Teacher meeting	17-22 March 2025	
5.	Centralized Internal Test –I- (Unit-I, II) and Model Practical Examinations-I Retest (for those subjects less than 75%)	3-7 March 2025 (10-14 March 2025)	27-31 (5days)
	Centralized Internal Test –II (Unit-III, IV) and Model Practical Examinations-II Retest (for those subjects less than 75%)	15-22 April 2025 (23-30 April 2025)	58-62
	Improvement Test	5-8 May 2025	74
	Centralized Internal Test –III (Unit-V)	9-13 May 2025	75-78
	Sports Day	28 March 2025(Fri)	48
6.	Cultural Day	12 April 2025(Sat)	57
7.	31 st College Annual Day	26 April 2025(Sat)	66
8.	Feedback-faculty, supporting, college facility, Graduate Exit Survey	28 Ap-2 May 2025	67-71
9.	Last working Day	14 May 2025	79
10.	Autonomous Practical/Project Viva Voce Examinations	19-20 May 2025	82-83
11.	Autonomous Theory Examinations	28 th May 13 th June 2025	88
12.	Summer Training (Internship)	16 th June to 11 th July 2025	(4 Weeks)
13.	27 th Graduation Day (2020-2024 batch)	Will be informed	
14.	Summer Vacation-Phase-I-	02 June-6 July 2025	
15.	Reopening Day (III semester-Odd semester of the Academic year 2025-2026):	14 July 2025(Monday)	

C0007

Month wise No. of working days& Day order on Saturdays (Second & Fourth)

Month	January 2025	February 2025	March 2025	April 2025	May 2025
Working Days	5	21	22	21	10
Day order on Saturday	Tue (25 Jan) ✕	8(Mon) 22(Thu)	8(Mon) 22(Fri)	12(Thu) 26(Tue)	10 (Wed)
Public Holidays	26(Sun) - Republic Day	11 (Tue)- Thaipooasam	30 (Sun)Telugu New year 31(Mon)Ramzan	10(Thu)-Mahavir Jeyanthy 14(Mon)-Tamil New year day/Dr. Ambedkar Birth Day 18(Fri)-Good Friday	1(Thu)- Labours Day

MBA Program, CoE Portal Entry Schedule


Report No.	Report period	Test period	Report Entry period	Total & Cumulative Periods
I	27 Jan -14 Feb 2025	---	20-22 Feb 2025-Attendance only	15 days,105 periods
II	17 Feb -14 March 2025	Refer CIT-I-Schedule	20-22 March 2025-Attendance and CIT-I marks	22 & 37 days (154 & 259 periods)
III	17 March -17 April 2025	Refer CIT-II-Schedule	24-26 April 2025 Attendance and CIT -II marks	23 & 60 days (161 & 420 periods)
IV	21 April -14 May 2025	Refer CIT- III – Schedule	15-21 May 2025	19 & 79 days (133 & 553 periods) (IV, VI)

Note.

1. Number of periods per day:7, each 50 minutes. Ensure course code, name, Number of periods to be handled as per the curriculum, Regulations, norms for internal/external marks for theory, practical classes. Discrepancy, if any to be informed to HoD / Director/ Head (Academic), before the commencement of the classes.
2. CITs (I, II) and CIT-III-Two tests per day. Retest to be conducted for those subjects pass percentage is less than 75%. (to be conducted during subject handler classes, min./max. one/ two test per day) (to be considered for improvement marks) (not to be considered for CIT -I/ II, automation entry)
3. Staff assigned for CoE Portal entry, should ensure the total and cumulative period entered for each report. Shortage of periods/Discrepancy, if any, should be informed to Head/Academics, atleast two days before the actual date of entry.
4. Second and fourth Saturday are working day for the students Loss of Working days, if any, will be compensated on odd Saturdays.
5. Departments should plan for Professional Development course/Value Added Course/Employability Enhancement skill based course / Aptitude training /Coding training, etc., within the above academic schedule (Minimum 5 days, Maximum 10 days). Project contests, Symposium, conferences, Hackathon to be planned without affecting test schedule.
6. Adherence to Academic calendar to be strictly followed.


Academic Co-ordinator


Director - MBA


Head / Academics


PRINCIPAL

Cc to, Head Academics

Cc to, CoE. (Circulated among staff members through their HOD's)

Cc to IQAC Co-ordinator

Cc to Cc to S.M.

CC to Attendance Section, Students notice board, General notice board.CC to File.