



राजीव गांधी प्रौद्योगिकी विश्वविद्यालय,  
कार्यालय परिसर ब्लॉक ए/4, गौतम नगर, भोपाल  
स्पीड पोस्ट

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क्रमांक/रागांप्रौवि/शैक्षणिक /2011/

भोपाल, दिनांक

प्रति,

प्राचार्य,  
समस्त पॉलीटेक्निक महाविद्यालय,  
मध्यप्रदेश/छत्तीसगढ़।

विषय: शैक्षणिक सत्र 2011–2012 के प्रथम उपसत्र जुलाई, 2011 से दिसम्बर, 2011 की शैक्षणिक दिग्दर्शिका के संबंध में।

1. दिनांक 16 जुलाई 2011 से प्रारम्भ होने वाले सत्र 2011–12 के पहले उपसत्र की शैक्षणिक दिग्दर्शिका आपकी ओर आवश्यक कार्यवाही हेतु भेजी जा रही है। संस्था में, समस्त शैक्षणिक गतिविधियों शैक्षणिक कैलेंडर के अनुसार ही संचालित हों।  
प्रायः यह देखने में आया है कि, संस्थाओं द्वारा शैक्षणिक कैलेंडर का पालन नहीं करने से, राजीव गांधी प्रौद्योगिकी विश्वविद्यालय स्तर पर अनेकों गतिविधियाँ प्रभावित होती हैं। परिणामतः क्रमशः परीक्षा परिणाम और अगला उपसत्र भी इससे प्रभावित होता है। अतः आपसे अनुरोध है कि, इस शैक्षणिक दिग्दर्शिका का, प्राचार्य स्वयं अध्ययन करें और कड़ाई से पालन करवाना सुनिश्चित करें। छात्रों को परीक्षा फार्म, निर्धारित तिथि पर ही ऑन लाईन भरने हेतु निर्देश दे।
2. छात्रों को उनसे संबंधित गतिविधियों (शैक्षणिक दिग्दर्शिका में तारांकित) की तिथियों से समय पूर्व सूचित करें तथा इसकी प्रति सूचना पटल पर भी लगावें। कृपया छात्रों की आवश्यकता को दृष्टिगत रखते हुए, अंतिम वर्ष के अंकों का विवरण, संस्था अपने स्तर पर, बनाने की व्यवस्था कर छात्रों को वितरित करें।
3. विश्वविद्यालयीन परीक्षाओं, सुविधाओं आदि से संबंधित समस्त जानकारियाँ वेब साइट [rgtudiploma.net](http://rgtudiploma.net) पर भी उपलब्ध हैं। कृपया छात्रों को व्याख्यान एवं नोटिस बोर्ड के माध्यम से वेब साइट की उपयोगिता की विस्तृत जानकारी अवश्य दें।
4. परीक्षा केन्द्र परिवर्तन की सूविधा समाप्त कर दी गई है। अतः भविष्य में किसी छात्र का परीक्षा केन्द्र परिवर्तन का आवेदन अग्रेषित न करें।

कृपया इसकी प्राप्ति की सूचना भी भिजवाने का कष्ट करें। इस संबंध में कोई सुधारात्मक टोस सुझाव हो तो कृपया भेजने का कष्ट करें। यह शैक्षणिक दिग्दर्शिका राजीव गांधी प्रौद्योगिकी विश्वविद्यालय की वेब साइट [www.rgtudiploma.com](http://www.rgtudiploma.com) एवा [www.rgtudiploma.net](http://www.rgtudiploma.net) पर भी उपलब्ध है।

सचिव

राजीव गांधी प्रौद्योगिकी विश्वविद्यालय, भोपाल

क्रमांक/रागांप्रौवि/परीक्षा/2011/

भोपाल, दिनांक

प्रतिलिपि:—

1. निज सचिव, माननीय कुलपति, राजीव गांधी प्रौद्योगिकी विश्वविद्यालय, भोपाल।
2. सचिव महोदय तकनीकी शिक्षा एवं प्रशिक्षण विभाग, म.प्र. शासन वल्भ भवन, भोपाल।
3. संचालक, तकनीकी शिक्षा संचलनालय, सतपुड़ा भवन, चतुर्थ तल, भोपाल। दशहरा एवं दिवाली अवकाश के प्रशासनिक आदेश प्रसारित करना चाहें।
4. रा.गां.प्रौ.वि., गौतम नगर, कार्यालय, के समस्त अधिकारी/अधीक्षक एवं ग्रुप प्रभारी।

सचिव

राजीव गांधी प्रौद्योगिकी विश्वविद्यालय, भोपाल



# RAJIV GANDHI PROUDYOGIKI VISHWA VIDYALAYA BHOPAL

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## ACADEMIC CALENDAR

TARGET POPULATION OF INSTITUTIONS	All Government and affiliated institutions conducting Diploma / Post Diploma Programmes under Semester / Term (Including PTDC).
co-ed Polytechnics + Women Polytechnics + R.I.T. Tekanpur	TOTAL 60 Institutions

*1	Duration of Semester inclusive of Examination	July, 2011 to Dec., 2011	
*2	Commencement of Semester.	16 <sup>th</sup> July, 2011	
*3	No. of Teaching days  <b>Collage authorities are strictly advised to maintain academic session of 90 days by engaging extra classes if admission process becomes late</b>	July, 2011	13days
		Aug., 2011	23 days
		Sept., 2011	24 days
		Oct. 2011	17days
		Upto 25 <sup>th</sup> Nov. 2011	20days
		<b>TOTAL</b>	<b>97 days</b>
*4	<b>Last Date of registration (provisional) of courses in Institution, for</b>		
(i)	Semester System (other then first Semester)	9 <sup>th</sup> August., 2011	
(ii)	First Semester :	to be declared by DTE	
5	<b>Online registration of Staff</b>	2 <sup>nd</sup> week of Aug., 2011	
6	Requirement of Question Papers to RGPV, Gautam Nagar Office through e-mail or fax.	up to 14 <sup>th</sup> Sept., 2011	
*7	Conduction of Progressive Tests #		
A	I Progressive Test	23 to 27 August 2011	
B	II Progressive Test	26 to 30 Sept. 2011	
C	Makeup/Additional Progressive Test for all willing students	01 to 05 Nov. 2011	

- # Note: I) Detailed Time Table will be displayed on notice board at least 7 days in advance by HOD/Principal.  
 II) Marks obtained by students shall be entered in computer immediately after the announcements of respective progressive test's result & may be verified by RGPV during academic inspection.  
 III) Record of test papers is to be preserved in the institution for a period of one year.  
 IV) A printout Marks shall duly signed by the Principal, be displayed on the notice board after each test within 7 days.  
 V) Progressive Test marks for any two (2) best out of three (3) test, should be considered & awarded.  
 VI) Please put up a notice on N.B. as per above, covering all points compulsorily.

*8	<b>On-line forwarding of Registration cum Examination form by the institution</b>	26/09/2011
*9	<b>On-line Submission of Registration cum Examination form</b>	
A	To Start from	12/10/2011
B	Last date without late fee	09/11/2011
C	Last date of submission with late fee Rs. 100/-	16/11/ 2011
D	Additional Examination late fees After the last date declared as per item 9C is over, till the submission of examination form. Last date of submission of form with late fee Rs. 100/- + 100/- per day.	23/11/ 2011
E	After the last date declared as per item 9D is over, till the submission of examination form (OFF - Line) in collages	Rs. 100/- Per working day.
*	<b>Last date of acceptance of Examination form</b>	as per rule


### Important:

- Blank Examination forms shall not be distributed from this Office, as examination forms will be filled up on-line through interactive web portal. Under special/critical circumstances, examination forms may be downloaded from university's website.**
- Registration cum Examination forms should be got filled from the eligible candidates as per instructions issued by this office from time to time. Head of institutions are responsible for establishing the correct eligibility before forwarding the examination form on-line to the university, using digital key to be provided to them.**

(iii)	<b>Institutions are strictly advised <u>not to send</u>, any examination form through students or their guardian or by post or by staff <u>in physical form, any of these forms can not be accepted by RGPV</u></b>	
(iv)	<b><u>Admission cards and verification forms should be downloaded and printed from the portal and must be distributed to the students, before commencement of practical examinations.</u></b>	
(v)	<b><u>Change of Examination center will not be done from this subsession.</u></b>	
<b>External examiners shall normally be, from adjoining Polytechnics or from a distance within 200 km. range.</b>		
10 A	<b>On-line submission</b> of Sessional, Progressive Tests and Practical Marks.	Up to 30 <sup>th</sup> Dec., 2011
B	Schedule of submission of Sessional, Progressive and Practical marks in RGPV Gautam Nagar Office <b><u>only original foils:</u></b>	
	<b>DATE</b>	<b>Co-ed Polytechnics/ Women Polytechnics</b>
	31/12/2011	Jhabua/ Vidisha/ Harda/ Jaora/ Khirsadoh/ Seoni/ Badwani/ W.P.Indore/ Bhind/ Narsinghpur/Rewa/Mandsour/Sajapur/Dewas/Alirajpur
	05/01/2012	Pachor/ Nowgong / Raghogarh/ Balaghat/ Waidhan/ Gwalior / Indore/ W.P. Bhopal/Khargone/ W.P. Sehore/Panna/Shivpuri/Sidhi
	11/01/2012	Satna/ Ashoknagar/ Dabra/ Jabalpur/ Morena/ Mandla/ RIT Tekanpur/ W.P. Gwalior/Hoshangabad/Chhindwara/Seopur/Datiya/Katni/RNS Gwalior
	17/01/2012	Damoh/ Jawad/ Bhopal/ Tikamgarh/ Khandwa/ Dhar/ Sanawad Burhanpur/ W.P.Jabalpur/ Sagar/Raisen
	20/01/2012	Ujjain/ Betul/ Shahdol/ Khurai/ Dindori/Umariya/Anoop pur
*11	A) Last Date of Teaching in the Semester B) Last Date of Teaching in the Semester for new entrant First Semester.	<b>25/11/2011</b> <b>16/12/2011</b>
12	On-line submission of list of External and Internal Examiners for approval to RGPV Gautam Nagar	From 1 <sup>st</sup> to 5 <sup>th</sup> Nov. 2011.
*13	Conduction of Practical Examination	Before Theory Examinations (From 24 Nov. to 03 Dec. 2011)
14	Distribution of Exam. Material	First week of Dec. 2011 (Dates will be declared later on)
*15	Commencement of Theory Exam	<b>07/12/ 2011</b>
*16	Dashahera Vacation Diwali Vacation	5 <sup>th</sup> to 7 <sup>th</sup> Oct. 2011 25 <sup>th</sup> to 29 <sup>th</sup> Oct. 2011

*17	Declaration of marks (for all students), and Issue of provisional statement of marks by the institute to the students. (On request, only to those students who are completing their diploma.)	After getting permission of result declaration from Secretary RGPV Gautam Nagar, Bhopal provisional statement of marks, may be prepared on basis of marks available in collages and on internet of that subsession by verified previous record.
*18	Commencement of declaration of Result by the RGPV-Gautam Nagar Office and issue of mark sheets.	<b>Within 20 days from the receipt of complete set of marks (PR./SESS.+PRG. etc. in soft copy +printout) in RGPV, Gautam Nagar Office from all Institutions/ Valuation centre.</b>
*19	<b>Commencement of Next Semester</b>	<b>16<sup>th</sup> January 2012</b>

**Note:** If any date, mentioned in calendar, falls on any holiday or is declared as holiday, then next working day should be taken into consideration for the related activity.

  
 Secretary  
 Rajiv Gandhi Proudhyogiki Vishwavidyalaya  
 Bhopal