



# राजीव गांधी प्रौद्योगिकी विश्वविद्यालय,

कार्यालय परिसर, ब्लॉक नं.ए-4, गौतम नगर,

भोपाल - 462 023.

दूरभाष नं. 0755-2583627 / 2583673 फ़ैक्स नं.2583656

कमांक / रागांप्रौवि / शैक्षणिक / 2019 / 1402 / भोपाल, दिनांक 08/07/2019  
प्रति,

प्राचार्य,

समस्त सह शिक्षा, महिला एवं निजी पोलिटेकनिक, महाविद्यालय, (द्वितीय पारी सहित)  
म0प्र0 ।

विषय :- शैक्षणिक सत्र 2019-20 के प्रथम उपसत्र जुलाई-2019 से दिसम्बर-2019 की शैक्षणिक दिग्दर्शिका भेजने विषयक ।

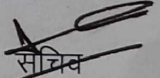
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उपर्युक्त विषय में लेख है कि शैक्षणिक-सत्र 2019-20 का प्रथम उपसत्र दिनांक 16 जुलाई 2019 से प्रारंभ हो रहा है । प्रथम उपसत्र की शैक्षणिक दिग्दर्शिका एतदसह संलग्न कर, आपकी ओर इस अनुरोध के साथ भेजी जा रही है कि शैक्षणिक दिग्दर्शिका का अध्ययन कर प्रथम उपसत्र की समस्त शैक्षणिक गतिविधियाँ संलग्न शैक्षणिक दिग्दर्शिका के अनुसार, सम्पन्न करवाना सुनिश्चित करें ।

- (1) महाविद्यालय के समस्त विद्यार्थियों को परीक्षा आवेदन-पत्र निर्धारित तिथि पर आन लाईन भरने हेतु निर्देश दें ।
- (2) विद्यार्थियों से सम्बन्धित गतिविधियों की जानकारी निर्धारित तिथियों से पूर्व विद्यार्थियों के सूचनार्थ महाविद्यालय के सूचना पटल पर चस्पा करवायें ।
- (3) विश्वविद्यालय के पत्रोपाधि प्रभाग से सम्बन्धित जानकारियाँ बेबसाइट [www.rgpvdiploma.in](http://www.rgpvdiploma.in) पर उपलब्ध है । विद्यार्थियों को व्याख्यान एवं नोटिस बोर्ड के माध्यम से बेबसाइट की उपयोगिता की जानकारी अवश्य दें ।

उपरोक्त विषय में यदि कोई सुधारात्मक ठोस सुझाव हो तो विश्वविद्यालय को भेजे । शैक्षणिक दिग्दर्शिका राजीव गांधी प्रौद्योगिकी विश्वविद्यालय के पत्रोपाधि प्रभाग की बेबसाइट [www.rgpvdiploma.in](http://www.rgpvdiploma.in) पर भी उपलब्ध है ।

संलग्न- उपरोक्तानुसार

  
सचिव

राजीव गांधी प्रौद्योगिकी विश्वविद्यालय  
भोपाल

/ भोपाल दिनांक

पू0 कमांक / रागांप्रौवि / शैक्ष / 2019 /  
प्रतिलिपि:-

1. निज सचिव, माननीय कुलपति जी, राजीव गांधी प्रौद्योगिकी विश्वविद्यालय, भोपाल ।
2. सचिव, तकनीकी शिक्षा एवं कौशल विकास विभाग, म0प्र0 शासन, मंत्रालय वल्लभ भवन भोपाल
3. संचालक, तकनीकी शिक्षा म0प्र0 सतपुडा भवन चतुर्थ तल, भोपाल की ओर इस अनुरोध के साथ अग्रेषित है कि पोलिटेकनिक महाविद्यालयों के दशहरा/दीपावली अवकाश के प्रशासनिक आदेश प्रसारित करना चाहें ।

  
सचिव,

राजीव गांधी प्रौद्योगिकी विश्वविद्यालय,  
भोपाल ।



RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA BHOPAL  
A/4, Office Complex, Gautam Nagar, Bhopal (M.P.) - 462 023  
Website : [www.rgpvdipolma.in](http://www.rgpvdipolma.in), email : [rgpvpoly@rediffmail.com](mailto:rgpvpoly@rediffmail.com)  
Phone: (0755) 2583656, 2583627, 2583673  
**ACADEMIC CALENDAR**

INSTITUTIONS	All Government and affiliated institutions conducting Diploma / Post Diploma Programmes under Semester / Term (Including PTDC)
Co-ed Polytechnics ,Womens' Polytechnics , R.I.T. Tekanpur, Private Polytechnics ,Private polytechnics in II shift and Vocational Diploma Institutions	TOTAL 153 institutions

*1	Duration of Semester inclusive of Examination	July - 2019 to Dec - 2019
*2	Commencement of Semester.	16 <sup>th</sup> July - 2019
*3	A) Last Date of Teaching in the Semester.	20 <sup>th</sup> Nov. 2019
	B) For First Semester	30 <sup>th</sup> Nov . 2019
	No of working days in the session	90days
	<b>College authorities are strictly advised to maintain academic session of minimum 90 days by engaging extra classes if admission process becomes late</b>	
*4	Last Date of registration (provisional) of courses in Institution, for	
(i)	Semester System (other than first Semester)	20 <sup>th</sup> Aug - 2019 as declared by DTE
(ii)	First Semester :	2 <sup>nd</sup> week of Aug - 2019
5	Online registration of Staff	By 31 <sup>st</sup> Aug. - 2019
6	Requirement of Question Papers to RGPV, Gautam Nagar Office through e-mail or fax.	
*7	Conduction of Progressive Tests #	
A	I Progressive Test	12 <sup>th</sup> -18 <sup>th</sup> Sept 2019
B	II Progressive Test	14 <sup>th</sup> -19 <sup>th</sup> Oct 2019
C	Makeup/ Additional Progressive Test for all willing students	18 <sup>th</sup> Nov -22 <sup>nd</sup> Nov 2019

**# Note:**

- I) Detailed Time Table should 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 of 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	On-line forwarding of Registration cum Examination form by the institution	25 <sup>th</sup> Sept - 2019
*9	On-line Submission of Registration cum Examination form	
A	To Start from	10 <sup>th</sup> Oct - 2019
B	Last date without late fee	5 <sup>th</sup> Nov- 2019
C	Last date of submission with late fee Rs. 100/-	15 <sup>th</sup> Nov - 2019
D	Additional Examination late fees Last date of submission of form with late fee Rs. 100/- (as per 9C) + 100/- per day.	Will be declared later

**Important Instructions:**

i) Registration cum Examination forms should get filled by 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 provided to them.

(ii) Institutions are strictly advised not to send, any examination form through students or their guardian or by post, or by staff in physical form. And such forms cannot be accepted by RGPV.

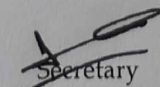
(iii) Admission cards should be downloaded from the portal by the students, before commencement of practical examinations.

(iv) Change of Examination center will not be done. External examiners shall normally be, from adjoining Polytechnics or from a distance within 200 km. range.

10	On-line submission of Sessional, Progressive Tests and Practical Marks.	Upto 30 <sup>th</sup> Dec - 2019
*11	A) Last Date of Teaching in the Semester.	20 <sup>th</sup> Nov. 2019
	B) For First Semester	30 <sup>th</sup> Nov. 2019
*12	On-line submission of list of External and Internal Examiners for approval to RGPV ,Gautam Nagar	3 <sup>rd</sup> to 31 <sup>st</sup> Oct - 2019
*13	A) Conduction of Practical Examination	21 <sup>st</sup> -28 <sup>th</sup> Nov 2019
	B) For First Semester	2 <sup>nd</sup> - 7 <sup>th</sup> Dec. 2019
*14	Distribution of Exam. Material	Last week of November
*15	Commencement of Theory Exam	2 <sup>nd</sup> Dec. 2019
*16	Dashehara Vacation	5 <sup>th</sup> -8 <sup>th</sup> Oct. 2019
*17	Diwali Vacation	25 <sup>th</sup> -29 <sup>th</sup> Oct. 2019
*18	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 result declaration, provisional statement of marks may be prepared on the basis of marks on Internet and by verifying the previous records available in colleges.
*19	Declaration of Result by the Office of RGPV-Gautam Nagar and issue of mark sheets.	Second week of February - 2020
*20	Commencement of Next Semester(tentative)	2 <sup>nd</sup> Jan 2020
*21	Tentative date of Theory Examination of next Semester	First week of May -2020

Note: (i) 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 activities.

(ii) \*Student related activities.

  
Secretary  
Rajiv Gandhi Proudlyogiki Vishwavidyalaya  
Bhopal