

PROCEEDINGS OF THE COMMISSIONER OF INTERMEDIATE EDUCATION  
ANDHRA PRADESH :: HYDERABAD  
PRESENT : J.S.V. PRASAD, I.A.S.,

Rc.No.Voc.II-2/AG&MC/2009

Dated :23-5-2013

Sub:- Intermediate Education – Annual Academic Calendar for the Academic  
Year 2013 -14 - Monitoring the Performance of Government & Aided  
Junior Colleges – Guidelines & instructions issued – Regarding.

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All the Principals of Government & Aided Junior Colleges in the state are informed that **Annual Academic Calendar** for the academic year 2013 -14 is as follows :

**ANNUAL CALENDAR FOR THE ACADEMIC YEAR 2013-14**

Schedule	Dates
1 <sup>st</sup> Unit Test	22.07.2013 to 27.07.2013
2 <sup>nd</sup> Unit Test	24.08.2013 to 31.08.2013
Quarterly Examinations 2013	23.09.2013 to 28.09.2013(During the 1 <sup>st</sup> year examination, study hours may be conducted for 2 <sup>nd</sup> year students. During the 2 <sup>nd</sup> year examination, study hours may be conducted for 1 <sup>st</sup> year students)
Mid Term Holidays	12.10.2013 to 20.10.2013
3 <sup>rd</sup> Unit Test	25.10.2013 to 31.10.2013
Annual Day Function*	09.11. 2013
4 <sup>th</sup> Unit Test	18.11.2013 to 23.11.2013
Half Yearly Examinations 2013	16.12.2013 to 21.12.2013 (During the 1 <sup>st</sup> year examination, study hours may be conducted for 2 <sup>nd</sup> year students. During the 2 <sup>nd</sup> year examination, study hours may be conducted for 1 <sup>st</sup> year students)
Sankranthi Holidays	11.01.2014 to 19.01.2014
1 <sup>st</sup> Pre-final Examinations 2014	24.01.2014 to 30.01.2014
Commencement of Practical Examinations 2014	1 <sup>st</sup> week of February 2014 (Classes should be conducted to the available groups)
2 <sup>nd</sup> Pre-final Examinations 2014	2 <sup>nd</sup> week of February 2014 (During Practical examinations, Arts students will write 2 <sup>nd</sup> Pre-final examinations. After completion of practical examinations, Science students also will write the examination)
Commencement of IPE 2014	1 <sup>st</sup> week of March 2014
Last working day for the academic year 2013-14	28.03.2014
Summer Vacation	29.03.2014 to 01.06.2014 (both days inclusive)
Advanced Supplementary Examinations (ASE.2014)	Last week of May 2014
Date of reopening of colleges after summer vacation for the academic year 2014-15	02.06.2014

\* This is compulsory



1. Principals shall prepare College Annual Academic Plan for 2013-14 in tune with State Academic Calendar.
2. Each Junior Lecturer will prepare subject-wise annual plan of action and implement it strictly.
3. Lecturers shall conduct one assignment/composition in each subject every month in addition to the monthly and weekly tests.
4. Lecturers shall utilize audio visual aids and incorporate MANA TV lessons in regular teaching schedule.
5. Virtual Lab CDs should be used before performing each practical.
6. Principals shall conduct daily study hours from July 1<sup>st</sup> onwards.
7. Principals shall prepare a plan of action for all the 4 unit tests, allotting one hour for each unit test without causing dislocation to regular college teaching work.
8. All subject teachers are requested to take remedial coaching classes to the 1<sup>st</sup> year backlog students who are studying 2<sup>nd</sup> year. A time table for taking remedial classes shall be prepared.
9. All staff members shall co-operate with Principals in all respects. The services of the Librarians and Physical Directors can be utilized to monitor study hours of the students.
10. Principal and staff shall monitor attendance of students and implement innovative methods to improve daily attendance and achieve better results.
11. Principals shall furnish monthly reports to DVEO on progress made by the students.
12. DVEOs shall visit each and every Government & Aided Junior College in their jurisdiction at least once in a month, evince special interest, observe the performance & submit the comprehensive report to the Commissionerate.

All Principals shall follow the above instructions scrupulously.

**Sd/- J.S.V. Prasad**  
**COMMISSIONER**

**// True Copy Attested //**

  
**For COMMISSIONER**

To  
All DVEOs of IE with a request to circulate the calendar to all Public funded Junior Colleges in the state.  
Copy to all the RJDs (IE) in the state for information.