

**CALENDER FOR ACADEMIC YEAR 2012-2013 – [BBA - WEEKEND]****FALL SEMESTER*****September 2012***

14 th Sept.	Friday	<ul style="list-style-type: none"> • First day of classes for new intake • Orientation & Advisory Presentation for the new intake • Book collection from Library • Collection of Graduation plan for TOC students • Update of student data
21 st Sept.	Friday	<ul style="list-style-type: none"> • Deadline to drop the course without any penalty – Freshman Level • Start of Scholarship application to SSD

October 2012

13 th Oct	Saturday	<ul style="list-style-type: none"> • Deadline to pay monthly fees. • Deadline for Addition of course – Freshman Level • Advisory Presentation to all students [FR] • Deadline for the submission of scholarship application to SSD • Attendance review and update the list on notice board
18 th Oct	Thursday	Graduation Ceremony
19 th – 20 th Oct	Friday -Saturday	<ul style="list-style-type: none"> • Updating attendance till previous week [Faculty + Students]; Review by students and if any discrepancy discuss with advisor • Clearance of Tuition fees till Mid-term exam • Collection of Hall ticket from Finance Department <p>1st Meeting : All Students are required to meet the Advisors before the mid-term week to discuss the following:</p> <ul style="list-style-type: none"> ➤ Attendance review ➤ Assessments marks / class test ➤ Financial review ➤ Provisional Admission review <p>Any other Academic or Academic Support related issues</p>
26 th Oct	Friday	Eid Al Adha Holidays [Tentative – Subject to change]



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CALENDER FOR ACADEMIC YEAR 2012-2013 – [BBA - WEEKEND]

November 2012

9 th – 10 th Nov	Friday -Saturday	Mid Term Examinations
10 th Nov	Saturday	Deadline to pay monthly fees.
14 th Nov.	Wednesday	Declaration of Mid-term results
15 th Nov	Thursday	Hijri New Year
15 th Nov – 16 th Nov	Thursday - Friday	<ul style="list-style-type: none"> • Appeal against grades and reviewing the papers with the Faculty • Mitigation submission week
17 th Nov	Saturday	Mitigation Exams
24 th Nov	Saturday	<ul style="list-style-type: none"> • Advisory Meet and Academic faculty feedback presentation • Academic Faculty Feedback • Display of Stopped student list due to low attendance on notice board
23 rd – 24 th Nov	Friday - Saturday	<ul style="list-style-type: none"> • 2nd Meeting : All Students are required to meet the Advisors before the final exam week to discuss the following: <ul style="list-style-type: none"> ➢ Attendance review ➢ Assessments marks / class test ➢ Financial review ➢ Provisional Admission review • Updating attendance till previous week [Faculty + Students]; Review by students and if any discrepancy discuss with advisor • Any other Academic or Academic Support related issue

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December 2012		
2 nd Dec.	Sunday	UAE National Day
7 th - 8 th Dec.	Friday - Saturday	<ul style="list-style-type: none"> • Revision Classes • Clearance of Tuition fees before the final exam • Portal Blocking [if any pending issues by the student] • To check all the assessment marks prior to the final exam [Students], if any complaints immediately contact your Faculty or Advisors.
8 th Dec	Saturday	<ul style="list-style-type: none"> • Last day for the submission of attested copy of HS/O level certificate [Freshman levels] • Collection of Hall ticket from Finance Department • Last day of the class
14 th Dec - 15 th Dec.	Friday - Saturday	<ul style="list-style-type: none"> • Final Examinations • Rental books return to library
16th Dec 2012– 3rd Jan 2013		Inter Semester breaks.
18 th Dec	Tuesday	Declaration of Fall Semester results
19 th Dec	Wednesday	Final return of Library books

January 2013		
4 th – 5 th Jan	Friday - Saturday	<ul style="list-style-type: none"> • Appeal against grades • Mitigation Submission • Meeting with Admin for the registration of courses [TOC]
5 th Jan	Saturday	Re-sit & Mitigation Examinations of Fall Semester

SPRING 2013 WILL COMMENCE FROM 11th JANUARY 2013

SPRING 2013 WILL COMMENCE FROM 18th JANUARY 2013 [NEW INTAKE]

**CALENDER FOR ACADEMIC YEAR 2012-2013 – [BBA - WEEKEND]****SPRING SEMESTER**

January 2013		
11 th Jan	Friday	<ul style="list-style-type: none"> Start of Spring Semester classes for Freshman [Sep 2012] Books collection from library Review of statement of account in portal
18 th Jan	Friday	<ul style="list-style-type: none"> First Day of Classes for new intake [Jan 2013] Orientation and Advisory Presentation for the new intake Books collection from library Drop day [Deadline to drop the course without any penalty] Start of Submission of attested HS/O Level certificate
15 th Jan	Tuesday	Collection of repeating course/financial/withdrawal /fees outstanding/ undertaking follow-up letters from SSD
25 th Jan	Friday	<ul style="list-style-type: none"> Deadline for Addition of course [Sep 2012 intake] Deadline to drop the course without any penalty – Freshman Level [Jan 2013]
24 th Jan	Thursday	Prophet Mohammed Birthday (PBUH)

February 2013		
2 nd Feb	Saturday	<ul style="list-style-type: none"> Advisory presentation to all students [FR] Deadline for Addition of course – Freshman Level [Jan 2013] Start of Scholarship application to SSD [Jan 2013 intake] Update Student Data
9 th Feb	Saturday	Deadline to pay monthly fees.
15 th Feb	Friday	<ul style="list-style-type: none"> Deadline for the scholarship application [Jan 2013 intake] Attendance review and update the list on notice board



CALENDER FOR ACADEMIC YEAR 2012-2013 – [BBA - WEEKEND]

15 th – 16 th Feb	Friday - Saturday	<ul style="list-style-type: none"> Updating attendance till previous week [Faculty + Students]; Review by students and if any discrepancy discuss with advisor 1st Meeting :All Students are required to meet the Advisors before the mid-term week to discuss the following: <ul style="list-style-type: none"> ➤ Attendance review ➤ Assessments marks / class test ➤ Financial issues ➤ Provisional Admission review ➤ Any other Academic or Academic Support related issues Clearance of Tuition fees till Mid-term exam Portal blocking [if any pending issues by the student]
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March 2013		
15 th – 16 th Mar	Friday - Saturday	Mid Term Examinations
19 th Mar	Tuesday	Declaration of Mid-term results
20 th – 21 st Mar	Wednesday – Thursday	<ul style="list-style-type: none"> Appeal against grades and reviewing the papers with the Faculty Mitigation submission week
22 nd Mar	Friday	Mitigation Exams
23 rd Mar	Saturday	<ul style="list-style-type: none"> Advisory Meet / Presentation of Academic Feedback Start of Academic Feedback
29 th - 30 th Mar	Friday - Saturday	<ul style="list-style-type: none"> Updating attendance till previous week [Faculty + Students]; Review by students and if any discrepancy discuss with advisor 2nd Meeting : All Students are required to meet the Advisors before the final exam week to discuss the following: <ul style="list-style-type: none"> ➤ Attendance review ➤ Assessments marks / class test ➤ Financial review ➤ Provisional Admission review Any other Academic or Academic Support related issues
31 st March – 11th Apr	Sunday - Thursday	Inter-semester Break



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April 2013

19 th Apr	Friday	<ul style="list-style-type: none"> Last day for the submission of attested copy of HS/O level certificate [Freshman levels] Display of Stopped student list due to low attendance on notice board
26 th - 27 th Apr	Friday - Saturday	<ul style="list-style-type: none"> Revision Classes Collection of Hall ticket from Finance Department Portal blocking [if any pending issues by the student] To check all the assessment marks prior to the final exam [Students], if any complaints immediately contact your Faculty or Advisor.
27 th Apr	Saturday	Last day of the class

May 2013

3 rd May – 4 th May	Friday - Saturday	<ul style="list-style-type: none"> Final Examinations Rental books return to library
6 th May	Monday	<ul style="list-style-type: none"> Declaration of result
7 th May – 8 th May	Tuesday – Wednesday	<ul style="list-style-type: none"> Appeal against grades Mitigation submission week Meeting with Admin for the registration of courses [TOC]
10 th May	Friday	<ul style="list-style-type: none"> Re-sit & Mitigation Examination of Spring Semester Final return of Library books
13 th May	Tuesday	Re-sit & Mitigation result declaration of Spring Semester

SUMMER 2013 WILL COMMENCE FROM 11th May 2013

**CALENDER FOR ACADEMIC YEAR 2012-2013 – [BBA - WEEKEND]**

May 2013		
10 th May	Friday	<ul style="list-style-type: none"> First Day of classes for Summer Semester for Freshman (Sep & Jan. 2013 intake) First Day of classes for new intake [May 2013 batch] Orientation & Advisory Presentation for the new intake Book collection from Library Review of statement of account in portal
17 th May	Friday	<ul style="list-style-type: none"> Deadline to drop the course without any penalty – Freshman Collection of financial/withdrawal / undertaking follow-up / fees outstanding letters from SSD
24 th May	Friday	Deadline for Addition of course
25 th May	Saturday	Advisory presentation to all students
31 st May – 1 st June	Friday - Saturday	<ul style="list-style-type: none"> Updating attendance till previous week [Faculty + Students]; Review by students and if any discrepancy discuss with advisor 1st Meeting : All Students are required to meet the Advisors before the mid-term week to discuss the following: <ul style="list-style-type: none"> Attendance review Assessments marks / class test Provisional Admission review Tuition Fees [financial review] Any other Academic or Academic Support related issues

June 2013		
8 th June	Saturday	<ul style="list-style-type: none"> Deadline to pay monthly fees. Collection of Hall ticket from Finance Department Clearance of Tuition fees till mid-term exam Attendance review and update the list on notice board
20 th Jun	Thursday	Isra Wal Meraj (Ascension of the Prophet)
21 st to 22 nd Jun	Friday - Saturday	Mid Term Examinations of summer semester

**CALENDER FOR ACADEMIC YEAR 2012-2013 – [BBA - WEEKEND]**

28 th – 29 th Jun	Friday - Saturday	<ul style="list-style-type: none"> Updating attendance till previous week [Faculty + Students]; Review by students and if any discrepancy discuss with advisor 2nd Meeting :All Students are required to meet the Advisors before the final exam week to discuss the following: <ul style="list-style-type: none"> Attendance review Assessments marks / class test Tuition Fees [financial review] Provisional Admission review Any other Academic or Academic Support related issues <p>Repeating course registration starts for the Fall 2013 semester [Previous Failures]</p>
25 th Jun	Tuesday	Result of Mid-term examinations
26 th – 27 th Jun	Wednesday - Thursday	<ul style="list-style-type: none"> Appeal against grades and reviewing the papers with the Faculty Mitigation submission week

July 2013

5 th July	Friday	<ul style="list-style-type: none"> Mitigation Exams Advisory Meet / Presentation of Academic Feedback Academic Feedback Deadline to pay monthly fees. Display of Stopped student list due to low attendance on notice board
19 th – 20 th Jul	Friday - Saturday	<ul style="list-style-type: none"> Collection of Hall ticket from Finance Department Clearance of Tuition fees till final exam Portal Blocking To check all the assessment marks prior to the final exam [Students], if any complaints immediately contact your Faculty or Advisor.
20 th Jul	Saturday	Last day of the class
26 th – 27 th Jul	Friday - Saturday	<ul style="list-style-type: none"> Final Examinations of Freshman Sum. Sem Rental books return of Library
29 th Jul	Monday	Result Declaration of Summer Semester of Freshman
30 th - 31 st Jul	Tuesday - Wednesday	<ul style="list-style-type: none"> Appeal against grades Mitigation submission



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August 2013		
2 nd – 3 rd Aug	Friday - Saturday	• Re-sit & Mitigation Examination for Sum. Sem of Freshman
6 th Aug	Tuesday	Re-sit & Mitigation Result Declaration of Summer Semester of Freshman, Sophomore & Junior level

FALL 2013 WILL COMMENCE FROM 6th SEPTEMBER 2013

FALL 2013 WILL COMMENCE FROM 13th SEPTEMBER 2013 [NEW INTAKE]

