

ANDHRA UNIVERSITY



Telegrams: UNIVERSITY
Telephone: 284 4000
Fax: 0891-2755324

All Official letters, packages
etc, should be addressed to the
Registrar by designation and
not by name.

No. L.I(1)/Academic Calendar(UG)/2015.

Visakhapatnam,
Dt:27-04-2015.

From: The Registrar

CIRCULAR

Sub: Academic Calendar of Under Graduate Courses for the Academic
Year 2015-16 – Regarding.

Ref: Minutes of the Meeting of the Principals of Affiliated Colleges,
Andhra University held on 10-04-2015.

It is hereby informed that the Academic Calendar of under Graduate Courses for the
Academic Year 2015-16 has been approved and a copy of the Academic Calendar is herewith
enclosed.

All the Principals of Affiliated Colleges of Andhra University are requested to follow the
Academic Calendar of UG Courses for the Academic Year 2015-16 be implemented
scrupulously and compliance report be sent to the undersigned.

(T.CHITTIBABU)
DEPUTY REGISTRAR (ACADEMIC)

To

The Principals of A.U. Affiliated Colleges (UG).

Copies to:

1. The Dean, Academic Affairs, A.U., Vsp.
2. The Dean, of CDC, A.U., Vsp.
3. The Dean of Examinations (UG), A.U., Vsp.
4. The Controller of Examinations, A.U., Vsp.
5. The Web Master, C.A.O., A.U. with a request to display the Academic Calendar of UG
Courses for the Academic Year 2015-16 in the A.U. Website.
6. The Superintendents of E.I, E.II, E.III, E.IV, C.II & S.I Sections for information.
7. The Secretary to Vice-Chancellor, Steno to Rector and P.A. Registrar, A.U., Vsp.

Andhra University
Academic Calendar for Under Graduate Courses
for the Academic Year 2015-16

Admission Schedule:-

I)	Sale of Admission Application and Registration	05-05-2015
	Last Date for Sale and Registration of Admission Application	26-05-2015
	Display of 1 st List and Commencement of Admissions	01-06-2015
	Late admission for general category with Rs.300/- fine	02-06-2015 to 15-06-2015
	Late admission with late fee Rs. 1,000/-	16-06-2015 to 30-06-2015
	Commencement of Class work for I year	01-07-2015
II)	Re-opening day and Commencement of Class for II and III year	16-06-2015
	Bridge Course	01 st to 8 th July,2015
	Dasara Holidays	20th to 23rd Oct,2015
	Remedial Classes-I	14 th to 23 rd Dec,2015
	Christmas Holidays	24th & 25th Dec,2015
	Pongal Holidays	13th to 17th Jan,2016
	Remedial Classes-II	06 th to 14 th Feb,2016
	Last date of Instruction(Common for all exams)	29 th Feb,2016
	Practical Examinations (Others)	01 st to 11 th Mar,2016
	Commencement of Examinations (Theory)	16 th Mar,2016
	Commencement of Summer Vacation	23rd April to 15th June,2016
	Number of Working Days for UG Courses with effect from 2015-16 admitted batch	211 days
	Re-opening day for the next academic year	16 th June, 2016

Practical Examinations	01-03-2016 to 11-03-2016.
Theory Examinations	16 th March, 2016.
Publications of Results	Last Week of April, 2016.
Instant Examinations	First Week of May, 2016.

ACADEMIC CALENDAR OF UG COURSES FOR THE ACADEMIC YEAR 2016-17

ACADEMIC SCHEDULE

01.	Re-opening Day and Commencement of Class work for 3rd Semester of II Year & III Year	15-06-2016
02.	Commencement of Class work for I Semester(1st Year)	30-06-2016
03.	Bridge Course	30-06-2016 to 08-07-2016
04.	Commencement of I Mid Examinations (I & III Semesters)	22-08-2016
05.	Commencement of II Mid Examinations (I & III Semesters)	21-09-2016
06.	Dasara Holidays	07-10-2016 to 12-10-2016
07.	Commencement of Practical Examinations (I & III Semesters)	20-10-2016 to 25-10-2016
08.	Commencement of Theory Examinations (III Semesters)	01-11-2016 to 08-11-2016
	Commencement of Theory Examinations (I Semesters)	09-11-2016 to 16-11-2016
09.	Commencement of Class work (II & IV Semesters)	17-11-2016
10.	Christmas Holiday	24-12-2016
11.	Pongal Holidays	10-01-2017 to 17-01-2017
12.	Commencement of I Mid Examinations (II & IV Semesters)	06-02-2017
13.	Commencement of Practical Examinations (3rd year Students)	01-03-2017
14.	Commencement of II Mid Examinations (II & IV Semesters)	08-03-2017
15.	Commencement of Theory Examinations (3rd year Students)	15-03-2017
16.	Commencement of Practical Examinations (II & IV Semesters)	03-04-2017
17.	Commencement of Theory Examinations (IV Semesters)	13-04-2017
	Commencement of Theory Examinations (II Semesters)	22-04-2017
18.	Summer Vacation	01-05-2017 to 14-06-2017
19.	Re-Opening Day for Next Academic Year	15-06-2017

ADMISSION SCHEDULE

Sale of Admission Applications and Registrations	16-05-2016
Last date for sale and Registration of Admission Applications	29-06-2016
Display for 1st list & Commencement of Admissions	29-06-2016
Last date for sale and Registration of Admission Applications (Including Intermediate Instant Candidates)	16-07-2016
Admissions with Late Fee Rs.300/- (fine)	18-07-2016 to 31-07-2016
Admissions with Late fee Rs. 1000/- (fine)	01-08-2016 to 16-08-2016

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L.I(1)/Academic Calendar(UG)/2017.

Visakhapatnam
Dt. 05-05-2017.

From: The Registrar

To

1. The Dean, College Development Council., A.U.,
2. The Dean, Examinations (UG)., A.U.,
3. The Controller of Examinations., A.U.,
4. The Principals of Affiliated Colleges(UG)., A.U.,

Sir/Madam,

Sub: Under Graduate Courses of Andhra University- Approval of Academic Calendar for the Academic year 2017-18- Regarding.

Ref: Meeting of the Principals of Affiliated Colleges, Dean, Academic Affairs, Dean, Examinations(UG), Dean CDC., & Controller of Examinations held on 29-04-2017 in E.C. Hall, Andhra University.

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With reference to the above subject, I am herewith forwarding a Copy of the Academic Calendar of Undergraduate Courses offered by Andhra University for the Academic year 2017-18 and I request you to follow the calendar scrupulously and arrange to circulate the same among the teaching staff of the college.

Yours faithfully,

M. Hema Naik

(M.HEMA NAIK)

Deputy Registrar(Academic)

Copies to:

1. The Dean, Academic Affairs., A.U. Visakhapatnam.
2. The Dean, Confidential Section., A.U., Visakhapatnam.
3. The Deputy Registrar Examinations., A.U. Visakhapatnam.
4. The Superintendents of E.I., E.II., E.III., E.IV.,E.VI., S.I., C.II Sections., A.U.,
5. Secretary to Vice-Chancellor & P.A to Registrar., A.U.,

Andhra University

Proposed Academic Calendar of UG Courses for the Academic Year 2017-18

1	Re-opening Day and Commencement of Class Work for III and Vth Semester Students	16-06-2017
2	Commencement of Class Work for I Semester	30-06-2017
3	Bridge Course	30-06-2017 to 08-07-2017
4	Commencement of I Mid Examinations I, III. and V Semesters	18-08-2017 to 24-08-2017
5	Last date for submission of course wise strength particulars	31-08-2017
6	Last date for submission of I Mid semester marks of I,III and V semesters	04-09-2017
7	II Mid Examinations for I, III and V Semesters	20-09-2017 to 26-09-2017
8	Dasara Holidays	27-09-2017 to 02-10-2017
9	Last date for submission of Consolidated Mid semester marks, Practical internal/sessional marks and consolidated attendance statements for I, III and V semesters#	09-10-2017
10	Practical Examinations for I, III and V Semesters	09-10-2017 to 21-10-2017
11	Semester end Theory examinations for I, III and V semesters	23-10-2017 to 11-11-2017
12	Commencement of Class Work for II, IV and VI Semesters	15-11-2017
13	Christmas Holidays	23-12-2017 to 25-12-2017
14	I Mid Examinations for II, IV and VI Semesters	02-01-2018 to 09-01-2018
15	Pongal Holidays	11-01-2018 to 18-01-2018
16	Last date for submission of I Mid semester marks of II,IV and VI semesters	25-01-2018
17	II Mid Examinations for II,IV and VI Semesters	28-02-2018 to 08-03-2018
18	Practical Examinations for II, IV and VI Semesters	09-03-2018 to 20-03-2018
19	Last date for submission of Consolidated Mid semester marks, Practical internal/sessional marks and consolidated attendance statements for II, IV and VI Semesters#	31-03-2018
20	Semester end Theory examinations for II, VI semesters IV semesters (* Note : supplementary Examinations for Transitory Batch Students will be held in the A.N on these dates.)	22-03-2018 10-04-2018
21	Summer Vacation	01-05-2018 to 14-06-2018
22	Re-Opening Day for Next Academic Year	15-06-2018

Monthly attendance particulars of all students to be submitted at the end of each month in addition to the consolidated statements at the end of each semester as per the schedule given above.

Admission Schedule

Sale of Admission Applications and Registrations	15-05-2017
Last date for sale and Registration of Admission applications	26-06-2017
Display for 1st list & Commencement of Admissions	28-06-2017
Last date for sale and Registration of Admission Applications (Including Intermediate Instant Candidates)	12-07-2017
Admissions with Late Fee Rs.300/- (fine)	14-07-2017 to 31-07-2017
Admission with Late fee Rs.800/-	02-08-2017 to 16-08-2017

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ANDHRA UNIVERSITY

ACADEMIC CALENDAR OF UG COURSES FOR THE ACADEMIC YEAR 2018-2019

1.	Re-opening Day	11-06-2018
2.	Commencement of class work for III & IV Semesters	11-06-2018
3.	Commencement of class work for I Semester	11-06-2018
4.	Bridge Course (College choice)	11-06-2018 to 23-06-2018
5.	I Mid Examinations I, III and V Semesters	06-08-2018 to 11-08-2018
6.	Last date for submission of course wise strength particulars	18-08-2018
7.	Last date for submission of I Mid semester marks of I, III and V Semesters	25-08-2018
8.	II Mid Examinations for I, III and V Semesters	17-09-2018 to 22-09-2018
9.	Last Date for submission of Consolidated Mid Semester Marks, Practical internal/sessional marks and consolidated attendance statements for I, III and V Semesters #	29-09-2018
10.	Practical Examinations for I, III and V Semesters	03-10-2018 to 16-10-2018
11.	Last Date for submission of Consolidated Mid Semester marks, Practical internal/sessional marks and consolidated attendance statements for I, III and V Semesters #	06-10-2018
12.	Dasara Holidays	17-10-2018 to 21-10-2018
13.	Semester end Theory Examinations for I, III and V Semesters	22-10-2018 to 17-11-2018
14.	Commencement of class work for II, IV & VI Semesters	19-11-2018
15.	Christmas Holidays	24-12-2018 to 25-12-2018
16.	I Mid Examinations for II, IV & VI Semesters	07-01-2019 to 11-01-2019
17.	Pongal Holidays	12-01-2019 to 20-01-2019
18.	Last date for submission of I Mid semester marks of II, IV & VI Semesters	25-01-2019
19.	II Mid Examinations for II, IV and VI Semesters	11-02-2019 to 16-02-2019

20.	Practical Examinations for II, IV and VI Semesters	14-03-2019 to 26-03-2019
21.	Last Date for submission of Consolidated Mid Semester marks, Practical internal/sessional marks and consolidated attendance statements for II, IV & VI Semesters #	23-03-2019
22.	Semester end Theory Examinations for II, IV and VI Semesters	01-04-2019 to 27-04-2019
23.	Summer Vacation	27-04-2019 to 09-06-2019
24.	Re-opening Day for the next academic year	10-06-2019

Monthly Attendance particulars of all students to be admitted at the end of each month in addition to the consolidated statements at the end of each semester as per the schedule give below.

Admission Schedule

Sale of Admission Applications and Registrations	14-05-2018
Last date for sale of Admission Applications and Registrations	02-06-2018
Last date for submission of Admission application without late fee	26-06-2018
Last date for admission with late fee Rs. 500/-	07-07-2018
Last date for submission of admission particulars to A.U.	10-07-2018

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No. L.I (1)/ Academic Calendars (U.G.)/2019-20.

Visakhapatnam,
Dt: 01-05-2019.

From: THE REGISTRAR

To

1. The Dean, College Development Council, A.U.,
2. The Dean, Examinations (U.G.), A.U.,
3. The Controller of Examinations, A.U.,
4. The Principals of Affiliated Colleges (U.G.) Course.

Sir/Madam,

Sub: Under Graduate Courses of Andhra University-Approval of Academic Calendar for the Academic year 2019-20 - Reg.

Read: 1. L.I (1)/Academic Calendars/UG/2019-20 dated 04-04-2019.
2. L.I (1)/Academic Calendar (U.G.)/2019 dated 22-04-2019.
3. Meeting of the Principals of Affiliated Colleges, Dean, Academic Affairs, Dean, Examinations (U.G.), Dean CDC., & Controller of Examination held on 24-04-2019 in E.C., Hall, Andhra University.

With reference to the above subject, I am herewith forwarding a copy of the Academic Calendar for Undergraduate courses offered by Andhra University for the Academic year 2019-20 and I request you to follow the calendar scrupulously and arrange to circulate the same among the teaching staff of the college.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'T.V. Satyavathi Devi'.
(T.V. SATYAVATHI DEVI)
DEPUT REGISTRAR (ACADEMIC)

Copies to:

1. The Dean, Academic Affairs, A.U., Vsp.
2. The Dean, Confidential, A.U., Vsp.
3. The All officers of Examinations wing through C.E., A.U., Vsp
4. The Deputy Registrar (Examinations), A.U., Vsp.
5. The Superintendent E.I, E-II, E.III, E.IV, E.VI, E.IX, E.X, S.I Sections, A.U., Vsp.
6. The Honorary Director, Computer Centre, A.U., Vsp.
7. The Secretary to the V.C., Rector's Table & P.A. to the Registrar, A.U., Vsp.
8. The Web Master, A.U., Vsp.



ANDHRA UNIVERSITY
ACADEMIC CALENDAR OF UG COURSES FOR THE
ACADEMIC YEAR 2019-2020

1	Re-opening Day	03.06.2019
2	Commencement of class work for III & V Semesters	03.06.2019
3	Commencement of Class work for I Semester	03.06.2019
4	Bridge Course (College choice)	03.06.2019 to 15.06.2019
5	I Mid Examinations I, III, and V Semesters	29-07-2019 to 03-08-2019
6	Last date for submission of course wise strength particulars	27-07-2019
7	Last date for submission of I Mid semester marks of I, III and V Semesters	13.08.2019
8	II Mid Examinations for I, III and V Semesters	16-09-2019 to 21-09-2019
9	Last Date for submission of Consolidated Mid Semester marks, Practical internal/sessional marks and consolidated attendance statements for I, III and V Semesters #	28.09.2019
	Online portal opened on	23-09-2019
10	Practical Examinations for I, III and V Semesters	23-09-2019 to 05-10-2019
11	Dasara Holidays	06.10.2019 to 08.10.2019
12	Last Date for uploading semester end Practical marks and consolidated attendance statements for I, III and V Semesters #	12-10-2019
13	Semester end Theory Examinations for I, III and V Semesters	14-10-2019 to 08-11-2019
14	Commencement of class work for II, IV & VI Semesters	11-11-2019
15	Christmas Holidays	24-12-2019 to 25-12-2019
16	I Mid Examinations for II, IV & VI Semesters	06-01-2020 to 11-01-2020
17	Sankranthi Holidays	12-01-2020 to 19-01-2020
18	Last date for submission of I Mid semester marks of II, IV and VI Semesters	25-01-2020
19	II Mid Examinations for II, IV and VI Semesters	10-02-2020 to 15-02-2020
20	Last date submission of II Mid and consolidated Mid marks, Practical Internal / sessional marks and consolidated attendance statements for II, IV and VI Semesters	22-02-2020
	Online portal opened on	17-02-2020
21	Practical Examinations for II, IV and VI Semesters	07-03-2020 to 21-03-2020

22	Last Date for submission of Practical marks and consolidated attendance statements for II,IV and VI Semesters #	24-03-2020
23	Semester end Theory Examinations for II,IV and VI Semesters (*Note:Supplementary Examinations for Transitory Batch students will be held in the afternoon of these dates.)	26.03.2020 to 22.04.2020
24	Summer Vacation	23-04-2020 to 31-05-2020
25	Re-opening Day for the next academic year	01-06-2020

Monthly Attendance particulars of all students should be displayed in the notice board on the first working day of next month with a hard copy to be submitted to the Controller of Examinations A.U in addition the consolidated attendance statements shall be submitted to Controller of Examinations, Andhra University at the end of each semester.

Admission Schedule

Sale of Admission Applications and Registrations	01-05-2019
Last date for Admissions	03-06-2019
Last date for Admission (With Late Fee of Rs.500/-)	15-06-2019

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No. L.I (I)/Academic Calendar (U.G)/2020-21

Visakhapatnam,
Dt: 25-01 -2021

From: THE REGISTRAR

To

1. The Dean, College Development Council, A.U.,
2. The Dean Examinations (U.G.), A.U.,
3. The Controller of Examinations, A.U.,
4. The Principals of Affiliated Colleges (U.G.) Course.

Sir/Madam,

Sub : Under Graduate Courses of Andhra University- Adopted of G.O.Rt.No.153, received from Higher Education (U.E.) Department, dated 30-10-2020.

Read : G.O.Rt.No.153, received from Higher Education (U.E.) Department, dated 30-10-2020.

With reference to the above, I am herewith forwarding a copy of the G.O.Rt.No.153 issued by Higher Education (U.E.) Department for Undergraduate courses offered by Andhra University for the Academic year 2020-21 and I request you to follow the G.O.Rt.No.153 scrupulously and arrange to circulate the same among the teaching staff of the college.

Yours faithfully,

(M. HEMA NAIK)

DEPUTY REGISTRAR (ACADEMIC)

Copies to:

1. The Dean, Academic Affairs, A.U., Vsp.
2. The Dean, CDC, A.U., Vsp.
3. The Dean, Confidential, A.U., Vsp.
4. The Dean, Examinations (PG. & Professional Courses), A.U., Vsp.
4. The Dean, Examinations (U.G. Courses) A.U., Vsp.
5. The Deputy Registrar (Examinations), A.U., Vsp.
6. The All Officers of Examinations wing through C.E., A.U., Vsp.
7. The Superintendents of EI, EII, E.III, E.IV, E.VI, E.IX, E.X, S.I Sections, A.U., Vsp.
8. The Honorary Director, Computer Centre, A.U., Vsp.
9. The Secretary of Vice-Chancellor, Rector's Table, P.A. to Registrar, A.U., Vsp.
10. O.C. & O.O.F.

(2)

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Higher Education Department – Academic Calendar and Guidelines for the Commencement of Academic Year 2020 – 21 for State Universities and Colleges (UG/PG, Professional/Non-Professional) - Opening of Higher Educational Institutions i.e University Colleges and its affiliated Colleges w.e.f.2.11.2020 - Orders – Issued.

HIGHER EDUCATION (U.E) DEPARTMENT

G.O.Rt.No.153.

Dated:30.10.2020

Read:

The Chairman, APSCH, E-file bearing No.SCHE-13028/2/2020-CHR - APSCH received on 14.10.2020.

ORDER:

The Government of Andhra Pradesh have decided to open all Higher Educational Institutions i.e University Colleges and its affiliated Colleges in the State on 2nd November 2020 for the academic year 2020-21.

2. In the reference read above, the Chairman, APSCH has proposed common Academic Calendar & guidelines to be followed based on the guidelines of UGC issued in Sept, 2020 and revised SOPs of Ministry of Health & Family Welfare, GOI, New Delhi.

3. Government, after careful examination of the matter, hereby accord the permission to open all Higher Educational Institutions i.e University Colleges and its affiliated Colleges in the State on 2nd November 2020 for the academic year 2020-21.

4. The Government have also approve the common Academic Calendar & guidelines to be followed for commencement of Academic Year 2020 – 21 for State Universities and Colleges (UG/PG, Professional/Non-Professional), with the approval of the respective Statutory bodies of the concerned University. The details of the Academic Calendar and guidelines & Standard Operating Procedures (SoPs) for the commencement of Academic Year 2020-21 is annexed-I & II respectively.

5. The Secretary, APSCH, Mangalagiri, Special Commissioner Collegiate Education, Vice Chancellors of the all the State Universities shall take necessary action accordingly in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

SATISH CHANDRA

SPECIAL CHIEF SECRETARY TO GOVERNMENT

To
The Special Commissioner, Collegiate Education, Vijayawada.

Key D
To
VICE-CHANCELLOR
Andhra University
Vizakhapatnam

The Vice-Chancellors of the State Funded Universities
The Secretary, A.P State Council of Higher Education, Mangalagiri.

Copy to :

PS to Spl. Chief Secretary to Hon'ble Chief Minister.
Addl. P.S to M (Education)
PS to Chief Secretary to Govt.,
P.S to Spl.C.S, H.E Dept,
PS to Spl. Chief Secretary to HM&FW Dept
The Chairman, APSCH, Mangalagiri.
The Registrars of State funded Universities in A.P.
Sf/Sc.

//FORWARDED//BY ORDER//

H. Srinath
SECTION OFFICER

Annexure-I

Academic Calendar for the academic year 2020 –21

A. Non-professional Programmes

Academic Schedule for 2020-21 for Odd Semesters III and V		
1	Re opening of Colleges	02.11.2020
2	Commencement of Classes for III, V Semesters	02.11.2020
3	Internal Examinations	For III & V Semesters Dec 1 st to 5 th , 2020
4	Closure of instruction	For III & V Semesters 06.03. 2021
5	Commencement of End Semester Examinations	For III & V Semesters 08.03.2021
Academic Schedule for 2020-21 for Even Semesters IV and VI		
1	Commencement of Classes for IV and VI Semesters	25.03. 2021
2	Internal Examinations	For IV and VI Semesters June 1 st to 5 th , 2021
5	Closure of instruction	For IV and VI Semesters 07.08. 2021
6	Commencement of End Semester Examinations	For IV and VI Semesters 09.08. 2021

B. Professional Programmes (B.Tech and B.Pharm)

Academic Schedule for 2020-21 for Odd Semesters III, V and VII

1	Re opening of Colleges		02.11.2020
2	Commencement of Classes for III, V and VII Semesters		02.11.2020
3	Internal Examinations	For III, V& VII Semesters	Dec 1 st to 5 th , 2020
4	Closure of instruction	For III, V& VII Semesters	06.03 2021
5	Commencement of End Semester Examinations	For III,V& VII Semesters	08.03.2021

Academic Schedule for 2020-21 for Even Semesters IV, VI and VIII

1	Commencement of Classes for IV, VI and VIII Semesters		25 th March, 2021
2	Internal Examinations	For IV, VI and VIII Semesters	June 1 st to 5 th , 2021
5	Closure of instruction	For IV, VI and VIII Semesters	Aug 7 th , 2021
6	Commencement of End Semester Examinations	For IV, VI and VIII Semesters	Aug, 9 th 2021

- Commencement for class work for 1st year UG Professional and Non-professional Programmes will be from 01.12 2020.

C. Academic Calendar for Postgraduate Programmes**Academic Schedule for 2020-21 for Semester III**

1	Re opening of Colleges		02.11.2020
2	Commencement of Classes for III Semester		02.11.2020
3	Internal Examinations	For III Semester	Dec 1 st to 5 th , 2020
4	Closure of instruction	For III Semester	6 th March, 2021
5	Commencement of End Semester Examinations	For III Semester	08.03.2021

Academic Schedule for 2020-21 for IV Semester

1	Commencement of Classes for IV Semester		25 th March, 2021
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2	Internal Examinations	For IV Semester	June 1 st to 5 th , 2021
3	Closure of instruction	For IV Semester	Aug 7 th , 2021
4	Commencement of End Semester Examinations	For IV Semester	Aug, 9 th 2021

Note:

1. 6-day week shall be followed.
2. For slippage of working days due to any unavoidable reasons, compensation can be made by conducting class work on Second Saturdays, Sundays and other holidays, except on National Holidays and important festivals.
3. Schedule for commencement of 1st year P.G Programmes will be given separately.

Annexure-II

Guidelines and Standard Operating Procedures for the Commencement of Academic Year 2020 – 21.

The Universities and colleges are expected to implement blended learning system integrating conventional and online teaching and learning. They have to also introduce evaluation system using online and offline methods. The new challenges due to the prevailing situation can be better faced through blended learning systems. **The resurgence plan for academic continuity provided by APSCHE may be followed to introduce blended learning system.** The institutions are expected to develop workable models to continue the academic process without compromising quality and standards. Extra efforts are needed to ensure smooth functioning and to engage students, teachers and other staff to perform their duties and responsibilities effectively. The following are the SoPs and guidelines for making all the required facilities and services available for the effective functioning.

The **Standard Operating Procedure** outlines various generic precautionary measures to prevent spread of COVID-19, when Universities and Colleges are permitting students on the campus for the academic year 2020 – 21. All Universities and Colleges are expected to comply with the COVID-19 related guidelines issued by the Ministry of Home Affairs and Ministry of Health & Family Welfare, Government of India and also the guidelines issued by the University Grants Commission on 29.04.2020 and 06.07.2020 regarding the modes of teaching, conduct of examinations, importance of physical & social distancing etc. Every university/college must be prepared in all respects to carry out the academic activities following necessary advisories/guidelines/directions issued by the Central/State Government, MHRD or UGC from time to time to prevent the spread of COVID-19. Each institution

shall prepare detailed SoP in addition to the present one based on local conditions. A district-level, University level and a college level task force shall be constituted to ensure compliance of SoP.

The Vice-Chancellors of the Universities shall be vigilant and interact with Principals of all constituent and affiliated colleges on continuous basis and take appropriate decision depending on the situation.

1. Generic Preventive Measures

The generic preventive measures include basic public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (faculty, employees and students) in their places of work and study at all times. These include:

- i. Physical distancing of at least 6 feet between persons.
- ii. Mandatory use of face covers/masks.
- iii. Frequent hand washing with soap (for at least 20 seconds) or use of alcohol based hand sanitizers (for at least 20 seconds).
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App.

2. Preparatory work for opening up of the Institutions

a) Planning:

- i. All work areas intended for teaching/demonstrations etc., including laboratories, other common utility areas shall be sanitized with 1% sodium hypochlorite solution, with special attention to frequently touched surfaces.
- ii. Colleges, hostels, University Centers and facilities that were used as quarantine centers shall be properly sanitized and deep cleaned before functioning is resumed. Guidelines issued by Ministry of Health & Family Welfare for disinfection of common public places including offices may be referred to in this regard). (<https://www.mohfw.gov.in/pdf/Guidelinesondisinfectionofcommonpublicplacesincludingoffices.pdf>).
- iii. Wherever skill based/laboratory training on equipments are to be utilized, place the equipment 6 feet apart, wherever feasible, to facilitate physical distancing. Similarly, utilize any outdoor space by relocating equipment outside like in verandah, courtyard, shed, etc.

- iv. At all times, the faculty and students shall maintain a physical distancing of 6 feet apart. Scheduling of activities and seating plan shall be made accordingly.
- v. Ensure hand washing facilities along with provision of soap.
- vi. For ensuring queue management, inside and outside the premises, specific markings on the floor with a gap of 6 feet shall be made. Similarly, physical distancing shall also be maintained in staff rooms, office areas (including reception area), and other places (mess, libraries, canteens, etc.)
- vii. Weather permitting, outdoor spaces may be utilized for conducting faculty-student interactions, keeping in view the safety and security of students and physical distancing protocols.

b) Scheduling of activities:

All employees who are at higher risk (i.e. older employees, pregnant women) and employees who have underlying medical conditions are to take extra precautions and should preferably not be exposed to any front-line work requiring direct contact with the students. GOT online modules training course on 'basic awareness on COVID' (https://diksha.gov.in/igot/explore-course/course/do_31301038997125529_6164) may be undertaken by all employees and students during online interactions or guidance sessions on the first day.

c) Availability and management of supplies:

- i. Appropriate back-up stock of personal protection items like face covers/masks, visors, hand sanitizers etc. shall be made available by management to the faculty and employees.
- ii. Provide an adequate supply of thermal gels, alcohol wipes or 1% sodium hypochlorite solutions and disposable paper towels, soap, IEC materials on COVID.
- iii. Pulse oximeter to check oxygen saturation levels of any symptomatic person must be arranged.
- iv. Ensure availability of sufficient covered dustbins and trash cans.
- v. Provision for proper disposal of used personal protective items and general waste in accordance with CPCB guidelines (available at <https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMWGUIDELINES-COVID-1.pdf>).
- vi. Housekeeping employees to be provided with Personal Protective Equipment (PPE) for management & disposal.

4. After opening of the HEIs

a) At the entry point:

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions. Multiple gates/separate gates, if feasible, should be used for entry and exit.
- ii. Only asymptomatic persons (faculty, employees and students) to be allowed in the premises. If a faculty/employee/student is found to be symptomatic, he/she should be referred to nearest health center.
- iii. Posters/standees on preventive measures about COVID-19 to be displayed prominently.
- iv. Proper crowd management in the parking lots, in corridors and in elevators – duly following physical distancing norms shall be organized.
- v. Entry of visitors should be strictly regulated/restricted.
- vi. Institutions shall set up a proper high visibility campaign with posters and hoardings indicating the importance of proper mask usage, physical distancing and hand sanitizing.

b) Conduct of guidance activities in the rooms or open spaces within the campus:

- i. Seating arrangement to ensure a distance of 6 feet between chairs, desks etc.
- ii. Staggering of guidance activities to be done, with separate timing slots, to allow for adequate physical distancing and disinfection of classroom premises.
- iii. Teaching faculty shall ensure that they themselves and their students wear masks throughout the conduct of the teaching/guidance activities.
- iv. Sharing of items like notebook, pens/pencil, eraser, water bottle etc. amongst students should not be allowed.

c) Conduct of skill based training in workshops/laboratories:

- i. For practical activities in laboratories maximum capacity per session based on redesigned spaces, may be planned and scheduled accordingly.
- ii. Ensure that the equipments have been disinfected, particularly the frequently touched surfaces before and after each use.
- iii. Ensure a floor area of 4 sq.m per person is available for working on equipment/work station.

- iv. Ensure that members sanitize their hands before and after using training equipment. For such purpose hand sanitizer should be provided at laboratories/workstations/simulation labs etc.

d) Activities in common areas – library, mess/canteen, common rooms, gymnasium etc.

- i. Physical distancing of 6 feet needs to be maintained.
- ii. Persons using the common areas need to use mask/face cover all the time.
- iii. Cafeteria/mess facility, if any within the premises, shall remain closed.

e) Transportation to and from the institution:

Students need to be encouraged to use bicycles or to come on foot to the college. If transportation facility is provided by the institution, proper physical distancing, sanitization of buses/other transport vehicles (with 1% sodium hypochlorite) shall be ensured. Staggered timings of commutation need to be practiced. For example, the college timings need to be staggered. For some batches the college may start at 09:00am and for others at 10:00 am to avoid overcrowding during commutation.

4. Teaching Learning Activities after reopening

Instruction Methodology:

The Universities and Colleges are advised to follow blended learning system. The combination of conventional class room teaching and online teaching shall be implemented.

- At any given point of time, there shall be only 1/3rd strength on the college campus and in hostels. The students who are not permitted to the campus for conventional class room teaching shall be engaged through online teaching and learning methods until they get their turn to the college campus.
- Flipped mode of learning need to be practiced, a combination of both in person classroom teaching and learning at home.

*The instruction shall be for a period of 10 days for 1/3rd of students, for 1st/2nd/3rd or 4th year of study as the case may be. Thus, the institutions have to run classes on the campus for 1/3rd of the programs at a given point of time and the class work shall be planned in such a way that COVID guidelines are followed with our any compromise. For example: Let us consider **B.Sc. Programme with Botany, Zoology & Chemistry**. For the first 10 days, only 1st year students shall attend the classroom instruction. 2nd and 3rd year students shall be engaged online. For the next 10 days, only 2nd year students shall attend the classroom instruction, 1st and 3rd year students shall be engaged online. Similarly, for the next 10 days, only 3rd year students shall attend the classroom instruction, 1st and 2nd year students shall be*

engaged online. The cycle shall be repeated after the first three 10-day duration of instruction is completed.

Even for a particular class, say, 1st year, the students shall be split into 3 or more groups and staggered timetable shall be followed. For one group if Botany is taught in the 1st period, for the second group Zoology is taught in the same 1st period and for the third group Chemistry is taught. For the 2nd period the subject taught shall be swapped. For the 2nd period, 1st group will be taught Zoology, second group will be taught Chemistry and Botany is taught for the third group. Similarly, language / Life Skill Courses / Skill Development Courses can follow a staggered timetable. (the institutions can select the programs to be offered on the campus at a given point of time).

- However, it is not mandatory that the students should attend the College. An option is to be given to the student either to attend the College or learn from home. The College administration shall make arrangements for broadcasting live/recorded lectures or to make learning material available to the students not attending the classes.
- In this 10-day instruction, an over view of at least 2 or 3 units/1/3rd of the syllabus shall be given to the students.
- Students of a particular class can be divided into two sections and teachers can be drafted to teach both sections simultaneously, wherever feasible.
- The laboratory work also shall be completed simultaneously, giving due weightage.
- After completion of the 10 days of instruction, the students of the batch will leave the campus and the inmates need to vacate the hostels. Hostel accommodation shall be given to the students for the 10 working days only and not for the full academic year. The next batch of students will take hostel admission for 10 days.
- Staggered timetable shall be worked out for different semesters. The respective Universities and colleges shall facilitate the instruction as per the available infrastructural facilities.
- The duration of each class shall be 45 minutes with a break of 5 to 10 minutes between the classes.
- After the end of each class, the students shall be asked to leave the class and to go into the open, by maintaining social distance and come back after 5 or 10 minutes for next class.
- Toilets shall be cleaned/disinfected in every hour.
- After the end of the 10 days of instruction on campus, the students need to be given the entire learning content as lecture notes as well as the schedule to be followed for the next 20-days on a day-to-day basis.

- Students should be made to actively engage with the teaching-learning process even when they are at home, till they come for the next round of classes. The faculty presence should be ensured by way of Whatsapp groups or through asynchronous learning using google classroom or through video conferences using free software like zoom or jitsi or google meet etc.
- Assignments/Quizzes, etc, are to be administered through email for the students for the next 20 days and evaluation is to be done and communicated promptly. Assessment records shall be maintained.
- The detailed video / audio lectures shall be uploaded on the college website to facilitate learning while at home.
- Student attendance shall be recorded and monitored to satisfy 90 working days.
- The second 1/3rd of the students shall attend physical classes after the first 10-days of instruction is completed for the first 1/3rd batch of students and then followed by the last 1/3rd batch of students, until the syllabus is completed.
- Class Time-Tables need to be worked out accordingly.
- The same cycle shall be continued till the end of the semester.
- Social distancing and other health-and-safety precautions need to be followed.
- Students of one class shall not mingle with students of another class.
- While attending college, a congregation of more than 3 people outside the classroom shall not be allowed.
- Proper ventilation shall be ensured in the classrooms. Doors and windows shall be kept opened.
- Sports and other extracurricular activities are strictly banned.
- Students, after going home shall take bath and keep away from old people and people with co-morbid conditions.
- All students shall be explained the importance of not spreading the infection to the family members at home, particularly to people at high risk.
- For Engineering, Pharmacy and Non-Professional UG Programmes, the revised curriculum with effect from 2020-21 shall be followed.
- Separate guidelines will be issued for community service project for I year of Non-Profession UG programmes.

5. Revisiting the Hostel Accommodation:

- Hostel accommodation shall be provided to the students wherever possible following COVID protocols.
- Only one-third of the accommodation may be filled.
- Single room accommodation needs to be provided to students as far as possible. No crowding shall be allowed at any point of time. Big common halls or common rooms or TV rooms also could be used for the purpose of accommodation.
- Hostel accommodation shall not be given for any inmate on a continual basis for the entire academic year. Inmates need to stay in hostels only when the instructional classes are conducted physically.
- **Usage of Common Areas:** Common areas such as washrooms will need to follow the washroom sanitization guidelines stated above. Other common areas within the student housing used for communal gathering will need to be suspended, and used on a need-only basis based on authorization of hostel warden.
- **Sanitization Procedure**
Room provisions such as bed linen, and overall sanitization will need to have additional procedures in place. The rooms will have to be sanitized more periodically.
- **Emergency Protocol**
An emergency protocol will have to be defined in case a student is found symptomatic or has tested positive for COVID-19, to ensure calm is maintained and necessary actions are taken to quarantine and test peers living in the same accommodation.

6. Hygiene and Sanitation:

- i. Daily cleaning of the floors shall be taken up.
- ii. Provision of soap in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- iii. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms, laboratories, other common areas etc. before beginning of classes and at the end of the day.
- iv. Teaching materials, computers, laptops, printers, shall be disinfected with 70% alcohol wipes.

- v. Deep cleaning of all drinking and hand washing stations, washrooms and lavatories shall be ensured.
- vi. Students and employee should be advised to dispose of used face covers / masks in separate covered bins placed in classrooms, work stations and other common areas. The same may remain stored in the bins for 3 days and disposed of as dry general solid waste after cutting/shredding.
- vii. Students should not be involved in any of the cleaning activities for health safety reasons.
- viii. The HEIs shall build capacity of lecturers/teachers to sensitize them about SoPs for preventing spread of COVID-19 infection.

7. Risk Communication

- i. Create awareness to ensure the students do not gather when leaving the school and in their free time.
- ii. Sensitize students, parents, faculty and employees to create awareness on COVID appropriate behavior, as detailed under generic measures above.
- iii. If a student, faculty or employee is sick, they should not come to the school and follow necessary protocols in this regard.

8. Psycho-social wellbeing

- i. Ensure regular counseling is done for students and faculty reporting mental health issues such as anxiety and depression.
- ii. It is recommended that mentorship assignments are put in place formally, and mentor-mentee discussions are recorded into an action plan and shared with the mentee.
- iii. It is advisable that faculty, counselors and/or mentors should work in unison to ensure emotional safety of the students.

9. SOP to be followed in case a student/faculty/employee develops COVID symptoms (fever, cough, difficulty in breathing)

- i. Place the ill person in a room or area where they are isolated from others.
- ii. Inform parents/guardians as the case may be.
- iii. Patient will remain isolated while wearing a mask/face cover till such time they are examined by a doctor.

- iv. Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
- v. A risk assessment shall be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, their contacts and need for disinfection.
- vi. Disinfection of the premises to be taken up if the person is found positive.

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