K L E F Deemed to be University (Vijayawada)
Calendar of Events for the Academic Year 2025-26
July-2025

S.No.	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
1	Registrations for II-B.Sc.-Agriculture	July-2025	HOD-Agriculture	Dean Academics
2	Guest Lecture - Pharmaceutics	July-2025	Principal-Pharmacy	Director - Life Sciences
3	CRT training	July-2025	All HODs (As applicable)	Director CRT
4	Dean's visit to Hyderabad campus	July-2025	ALL Deans	Registrar
5	Notification for Book Purchase-Odd Semester	July-2025	Librarian	Dean P&D
6	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Final Year Batch)	July-2025	All Principals, HOD's (As applicable)	Dean SD&SP
7	Orientation Programme for the College of Pharmacy	July-2025	Librarian & Principal (Pharmacy)	Dean P&D
8	SATAT: Water Sustainability - Implementation of smart water meters in order to monitor and optimize waster use	July-2025	HoD (CE) & Assoc Dean (Electrical)	Dean P&D
9	Students complaint and grievances about evaluation, analysis report, action taken	July-2025	Controller of Examinations	Dean Academics
10	Motivational Session by Successful Researchers	July-2025	All HODs	Dean R&D
11	Registration of II M.Tech Students	July-2025	Principal (COE), All Engg HoDs, Dean-Academics	Dean Academics
12	Activity 3 - Workshop on Prototype Development & the processes in prototype development	July-2025	Principal, Collage of Engineering (in association with CIIE), HOD CSE,	Dean Academics
13	Odd Sem - Activity 1-Seminar on Right to Legal Aid and the Women Empowerment	July-2025	HOD-College of Law, Principal-Law, Convenor Women's Forum	Dean SA
14	Conduction of "Swachh Bharat" Programmes	July-2025	NSS	Dean SA
15	Kargil Vijay Diwas competitions in Z.P. High School	July-2025	CEA	Dean SA
16	Awareness on Thunderbolts to Farmers	July-2025	NSS	Dean SA
17	Releasing the list of sports and games for Certificate Courses in Sports for II B.Tech students for all Engineering branches	July-2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
18	Registrations and Schedule of certificate course	July-2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
19	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal(COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
20	Academic Pathway Planning (CBCS) Week for Students & Parents for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Year Odd Semester	01.07.2025 to 05.07.2025	All Principals & Director (FED), Principal (FED), HoDs of MHS, Dean (MHS),	Dean Academics
21	A 5-day FDP on Outcome Based Education	02.07.2025 to 07.07.2025	Academic Staff College	Dean Academics
22	College Development Committee Meeting	03.07.2025	Principal-College of LAW	Dean MHS
23	College Advisory Committee Meeting	04.07.2025	Principal/HoD - College of Law	Dean MHS
24	Academic Registrations for all B.Tech. Students	04.07.2025 to 05.07.2025	Principal (College of Engineering)	Dean Academics
25	Placement Training	05.07.2025 to 30.07.2025	HoD-CSS, Director CRT	Dean IP&I
26	Department Library Committee Meeting	07.07.2025	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
27	Educating on Digital Transactions	1st week of July 2025	NSS	Dean SA
28	Lecture Plan & Delivery Audit	1st week of July 2025	ALL HODs	Dean Academics
29	Administrative Files Audit by Department Team (Once in a month)	1st week of July 2025	Department IQAC In-Charge	ALL HODs
30	Practical's (Laboratories) & Skill Audit	1st week of July 2025	ALL HODs (Except FED)	Dean Academics
31	Department Advisory Board Meeting	1st week of July 2025	ALL HODs	Principal CoE
32	IQAC internal meeting	1st week of July 2025	Dean Quality	Dean Quality
33	DDC & LDC Committee	1st week of July 2025	ALL HODs	Principal CoE

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34	Classroom resources audit	1st week of July 2025	ALL HODs	Principal CoE
35	Faculty Orientation Lectures	1st week of July 2025	ALL HODs	Principals
36	International Yoga Day	1st week of July 2025	NCC	Dean SA
37	Circular for audit of Central facilities	1st week of July 2025	IQAC	Dean Quality
38	Consultancy Brochure Design	1st week of July 2025	HoDs of all Engineering, Law, Architecture, Pharmacy, BBA, MBA, Agriculture	Dean R&D
39	DRC Meeting	1st week of July 2025	All HoDs	Dean R&D
40	Review on 2025-26 batch degree exit requirements	1st week of July 2025	All HODs	Dean Academics
41	Campus Placement Drive - Season - 1 (for Engineering)	1st Week of July 2025 to Nov'2025	Dean-Placements & Internships	Dean-Placements & Internships
42	Conduction of entrance exam and Interviews-Ph.D (Y25)	1st week and 3rd Week-July - 2025	Dean R&D	Registrar
43	Vedinppu-Dramatics Club (Liberal Arts)	1st Week of July 2025	V. G. Krishna Murthy (2425), Dramatic Trainer	Director SAC
44	Workshop on fabric selection and color theory-Fashion Club (Liberal Arts)	1st Week of July 2025	Bikas Sharma (7515), Student Trainer	Director SAC
45	The Journey of Self-Discovery-Spiritual Sciences (Out Reach Club)	1st Week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
46	Drive on Dropout Students Identification and Re-Enrolment- SVR (Out Reach Club)	1st Week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
47	Circular for 4th Quarterly audit of Deans	1st Week of July 2025	Dean Quality	Dean Quality
48	Webinar -Interaction with IAS Officers	08.07.2025	HoD-Arts	Dean MHS
49	Research Group Meetings	10.07.2025	All-HODs	Dean R&D
50	Department Antiaging - Committee Meeting	11.07.2025	All-HODs	Concerned Dept HOD
51	Workshops/ guest lectures / seminars/industry connect committee meeting	11.07.2025	All-HODs	Dean Academics
52	Paper bag day	12.07.2025	HOD-CE	Principal CoE
53	Finalization of Time Tables all. B.Tech	12.07.2025	Principal (College of Engg), All Engg. HoDs	Dean Academics
54	Classwork commencement II B.Pharm, M.Pharm	14.07.2025	Principal Pharmacy	Dean Academics
55	Commencement of Class work for all B.Tech. Students,	14.07.2025	Principal (College of Engineering), All Engineering HoDs	Dean Academics
56	Commencement of classwork for II, III, IV and V Pharm. D	14.07.2025	Principal (Pharmacy)	Dean Academics
57	Workshop on Entrepreneurial Skills	2nd week of July 2025	Principal, College of Engineering (in association with CIIE), Convenor Women's Forum	Dean SA
58	Awareness on PCOD	2nd week of July 2025	Principal-Pharmacy, HOD BT, Convenor Women's Forum	Dean SA
59	Awareness on Anaemia	2nd week of July 2025	Principal-Pharmacy, HOD-BT, Convenor Women's Forum	Dean SA
60	Self- Défense Awareness and Practice Programs	2nd week of July 2025	Principal-School of Architecture, HOD-Fine Arts, Convenor Women's Forum	Dean SA
61	Events on Kargil Vijay Diwas [Quiz, Drawing, Essay writing, Poetry]	2nd week of July 2025	NCC	Dean SA
62	Anti Child Labor Day. Awareness Programme on no Child Labor in orphanages/Villages	2nd week of July 2025	CEA	Dean SA
63	Review of Appraisal Forms for Teaching and Non-Teaching Staff for the Academic Year : 2024-25	2nd week of July 2025	Dean F&SA	Dean F&SA
64	Meeting with RPAC's and Preparation of agenda points for URB	2nd week of July 2025	RPAC's and HoDs	Dean R&D

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65	Re-Constitution of IQAC Advisory Committee	2nd week of July 2025	Dean Quality	Dean Quality
66	Awareness Program on academic flexibilities	2nd week of July 2025	All HODs	Dean Academics
67	TLP Workshops	2nd week of July 2025	ALL HODs	Dean Academics
68	ERP Audit for Research/Profile/Leaves	2nd week of July 2025	ALL HODs	Dean F&SA
69	HOD meeting with Faculty & Staff	2nd week of July 2025	All-HODs	Principals
70	Practice School - Orientation & documentation at the Campus	2nd week of July 2025	Dean-Academics & Dean-Placements & Internships	Dean-Placements & Internships
71	SC / ST/ Minority / OBC Cell Meeting	2nd week of July 2025	Dean SA	Registrar
72	Grievance Redressal Committee Meeting (For Students)	2nd week of July 2025	Dean SA	Registrar
73	Creative Writing Masterclass-A hands-on workshop on story writing, poetry, and fiction writing, conducted by published authors or professional writers-Literature Club (Liberal Arts)	2nd Week of July 2025	Bikas Sharma (7515), Student Trainer	Director SAC
74	The Power of Words: Literature in Media & Entertainment – A seminar with industry professionals discussing how literature influences movies, advertisements, and digital media - Literature Club (Liberal Arts)	2nd Week of July 2025	Bikas Sharma (7515), Student Trainer	Director SAC
75	Hands-on Classical Ciphers-Cryptography Club-(Technical Club)	2nd Week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
76	The Evolution of Cryptography: From Caesar to Quantum-Cryptography Club (Technical Club)	2nd Week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
77	Cyber Forensics Workshop-Cyber Security Club (Technical Club)	2nd Week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
78	World Population Day – July 11-SVR (Out Reach Club)	2nd Week of July 2025	R. Subhakar Raju (2898) In charge	Director SAC
79	Basic education quiz competition-SVR (Out Reach Club)	2nd Week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
80	Traditional Art - Indian - Lepakshi mural or Madubani-Painting Club (Liberal Arts Club)	2nd Week of July 2025	Sridhar Patnala (5279) Assistant Professor	Director SAC
81	Dean office Audit on 4th Quarter (2024-25)	2nd Week of July 2025	Dean Quality	Dean Quality
82	Submission of proofs of 2025 graduated batch in respect to job offer letters, higher education seat allotment letter, competitive exam score cards, business registration proofs(CIN/DIN), Internships and Practice School 1 and 2.	2nd week of July 2025 (On or before 12-07-2025)	All Principals, HoDs, Dean IP&I, Director CIIE, Director Practice school.	Dean SD&SP
83	Submission of proofs of 2025 graduated batch global certification proofs	2nd week of July 2025 (On or before 12-07-2025)	All Principals, HoDs	Dean SD&SP
84	Submission of detailed report on Value added Courses offered for 2024-25 Odd and even semesters with geo tagged photographs, digital banners, syllabus covered, session plan, faculty involved to teach, attendance proof, course completion certificates.	2nd week of July 2025 (On or before 12-07-2025)	All Principals, HoDs	Dean SD&SP
85	Submission of detailed report of CRT for AY 2024-25 (both 2025 graduated, 2026 graduating batch) with geo tagged photographs, digital banners, syllabus covered, session plan, faculty involved to teach, attendance proof, course completion certificates for purpose of NAAC AQAR, NBA, ABET, Career Counselling Proofs.	2nd week of July 2025 (On or before 12-07-2025)	Director CRT and Dean IP&I	Dean SD&SP
86	Submission of proofs of A.Y 2024-25 Govt. (or) Non. Govt. Scholarships	2nd week of July 2025 (On or before 12-07-2025)	Joint Registrar, Director International Relations	Dean SD&SP

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87	Finalization of Courses to be Offered as Additional/Re-registration courses for A.Y 2025-26 Odd Sem	2nd week of July 2025 (On or before 12-07-2025)	All Principals, HoDs, Dean Academics	Dean SD&SP
88	Audit of Central facilities	2nd & 3rd Weeks, July 2025	Dean Quality	Dean Quality
89	Internal Financial audit	15.07.2025	Finance Officer	Registrar
90	MESA - Welcoming 2nd Years	15.07.2025	HOD-ME	Principal CoE
91	Academic Registrations for MHS II, III, IV AND V YEARS and PG (M. Pharma, MBA and MCA) Odd Semester	15.07.2025	All Principals (Except Principal Engineering), HoDs of MHS, Dean (MHS),	Dean-Academics
92	Allocation of Student(all Years) to Counsellors and Display in Dept. Notice Boards For B.Tech.	15-07-2025 for B.Tech	All Engg HoDs, Principal (COE)	Dean Academics
93	A 5-day FDP on Preparing Self Learning Materials	15-07-2025 to 19-07-2025	Academic Staff College	Dean Academics
94	Admission Counselling(BBA,MBA)	15-07-2025-19-07-2025 (BBA) 22-07-2025-25-07-2025 (MBA)	HOD-BBA & MBA & Director (Admissions)	Dean MHS
95	Webinar Motivational Session with IAS Officers	19.07.2025	HOD-Arts	Dean MHS
96	Internal Faculty Development Program	19.07.2025 to 24.07.2025	HOD-CSS	ASC/Dean Academics
97	A One-day Technical Workshop on modern Agricultural research	21-07-2025	Principal Agriculture, Academic Staff College	Director - Life Sciences
98	Orientation Program for Freshman Engineering Students for All UG MHS Phase-I and PG 1 Year Odd Semester- Except Dept. of Agriculture	28-08-2025 to 02-09-2025	All Principals, HoDs-MHS	Dean Academics
99	Meeting with Monthly report In charges	3rd week of July 2025	Dean Quality	Dean Quality
100	Submission of Appraisal Forms by all Faculty for the current Academic Year : 2025-26	3rd week of July 2025	ALL Deans & HODs	Dean F&SA
101	INTERNAL COMPLAINTS COMMITTEE Meeting (For Students)	3rd week of July 2025	Dean SA	Registrar
102	ANTI RAGGING COMMITTEE Meeting (For Students)	3rd week of July 2025	Dean SA	Registrar
103	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of July 2025	All-HODs	Principal COE
104	Session on Accelerators/Incubation - Opportunities for Students & Faculties – Early-Stage	3rd week of July 2025	HOD-MDI&E & CEO KL-ACIC	Principal COE/Director CIIE
105	CRC Meeting	3rd week of July 2025	All Principals	Dean R&D
106	Digital Literacy Program	3rd week of July 2025	Convenor Women's Forum	Director-SAC
107	YRC Registrations	3rd week of July 2025	YRC	Dean SA
108	Seminar on Women Rights	3rd week of July 2025	Convenor Women's Forum	Director-SAC
109	Conduction of CC Classes from 3.20 PM to 5.00 PM regularly (up to November)	3rd week of July 2025	Physical Education HOD, Assoc. Dean-Sports & Games	Dean SA
110	Personality Development Program on NCC Course	3rd week of July 2025	NCC	Dean SA
111	Women's Forum Monthly meeting	3rd week of July 2025	Convenor Women's Forum	Dean SA
112	Workshop on Meditation and Yoga Training	3rd week of July 2025	Director-SAC	Dean SA
113	Anti Discrimination Committee Meeting	3rd week of July 2025	Convener, SC/ST /Minority Committee, Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
114	Kargil Diwas 10.(A) GBN.	3rd week of July 2025	NCC- Girls	Dean SA
115	KLU Freedom Run(every 15 days once)-Marathon Club (Liberal Arts)	3rd week of July 2025	Bikas Sharma (7515), Student Trainer	Director SAC
116	3 short Films-Film Club (Liberal Arts)	3rd week of July 2025	P. Syam Sundar (5368) Asst Prof.	Director SAC
117	Introduction & Icebreaker-Versatales Club (Liberal Arts)	3rd week of July 2025	Bikas Sharma (7515), Student Trainer	Director SAC
118	Cyber Crime Investigation -Cyber Security Club (Technical Club)	3rd week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
119	Hands-on Prompt Writing Basics-Prompt - o - Ventures Club (Technical Club)	3rd week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
120	The Evolution of Prompt Engineering-Prompt - o - Ventures Club (Technical Club)	3rd week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC

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121	Workshop on Agricultural History-Agriculture Club (Technical Club)	3rd week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
122	Introduction to Video Editing: Basics and Tools-Design Sphere Club (Technical Club)	3rd week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
123	Learning Enhancement Camps-Focus on Math's and English-SVR (Out Reach Club)	3rd week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
124	Conduct education training and workshop for villagers-SVR (Out Reach Club)	3rd week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
125	Ujjwal Bhavishya: Rural Student Enrichment Program-SVR (Out Reach Club)	3rd week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
126	Quarterly (2024-25) audit Non conformance Report to concerned Deans	3rd Week of July 2025	Dean Quality	Dean Quality
127	Awareness Programmes: Thyroid camp	3rd &4th Weeks, July 2025	Principal Pharmacy and BT Departments	Dean SA
128	Career Awareness Session for All Y24 Admitted Students - Jobs/Placements and Internships	3rd week of July 2025 (On or before 21-07-2025)	All Principals, HoDs, Dean IP&I, Director Practice school.	Dean SD&SP
129	Commencement of Offered Additional/Re-registration courses for A.Y 2025-26 Odd Sem	3rd week of July 2025 (On or before 21-07-2025)	All Principals, HoDs, Dean Academics	Dean SD&SP
130	Student Orientation Program	23-07-2025	B.Rambabu (7271), Assistant Professor	Director(SAC)
131	Enrolment of Multidisciplinary Skill Courses (online)	25-07-2025 to 31-07-2025	Dean Academics	Dean SD&SP
132	Research Diary Submission & Verification	26.07.2025	ALL HODs	Dean R&D
133	Kargil Vijay Diwas Celebrations	26.07.2025	NCC	Dean SA
134	Last Date to Add / Drop / Alter Registration for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	28.07.2025	All Principals / HoDs-MHS	Dean Academics
135	Last Date to Add / Drop / Alter Registration for B.Tech ALL Year Odd Semester	28.07.2025	All Engg. HoDs & Principal(COE)	Dean Academics
136	World Nature Conservation Day	28.07.2025	NSS	Dean SA
137	SPRG Webinar	30.07.2025	HOD-ECE	Principal CoE
138	Opting for Self-Learning & Academic	29.07.2025 to 03.08.2025	All Principals / HoDs-MHS	Dean MHS/
139	Webinar Motivational Lecture	29.07.2025	HOD-Arts	Dean MHS
140	A 5-day FDP on Inculcating Universal Human Values	30.07.2025 to 03.08.2025	Academic Staff College	Dean Academics
141	First evaluation reports	31.07.2025	HOD-Arts	Dean MHS
142	Counselling Report Verification by Department Team (Once in a month)	4th Week of July 2025	ALL HODs	Dean Academics
143	Issue of handbooks to all I/IV B.Tech. 2025- 26 admitted students	4th Week of July 2025	Director (FED), Principal (FED)	Dean Academics
144	Collection of Faculty and Non Teaching Staff KRA/KPI Forms from All HODs	4th Week of July 2025	Dean-F&SA	Registrar
145	Collection of Specialization wise Teaching and Non-Teaching staff requirement from All Departments (Recruitment for next Academic Year)	4th Week of July 2025	Dean-F&SA	Registrar
146	Circular for Quality Circles Faculty meeting-01	4th Week of July 2025	IQAC	Dean Quality
147	Quality Circles Faculty meeting-01	4th Week of July 2025	Dean Quality	Dean Quality
148	Quality Circle meeting in the department for faculty	4th Week of July 2025	All HODs	Dean Quality
149	Quality Circle meeting in the department for students	4th Week of July 2025	All HODs	Dean Quality
150	Orientation lecture on Quality related by department by IQAC	4th Week of July 2025	All HODs	Principal COE
151	Annual report on Placement for previous Academic Year	4th Week of July 2025	Dean-Placements & Internships	Dean-Placements & Internships

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152	SWEAR Analysis Review (B.Tech Y24)	4th Week of July 2025	ALL HODs	Dean SD&SP
153	2024-25 cumulative Monthly Audit Report (Annual Report) Statistics to be submitted by Departments to Dean Quality	4th Week of July 2025	ALL HODs	Dean Quality
154	KL Panorama- kl newsletter-Quarterly	4th Week of July 2025	Associate Dean-Publishing	Registrar
155	Grouping of Students into Research Groups	4th Week of July 2025	ALL HODs	Dean R&D
156	Formation of Final Year Project Batches	4th Week of July 2025	ALL HODs	Dean Academics
157	Department Website Update	4th Week of July 2025	ALL HODs	Principal CoE
158	Allocation and display of Projects / Term Papers guide to the students	4th Week of July 2025	ALL HODs	Dean Academics
159	Orientation program with MoU member Industry experts.	4th Week of July 2025	HOD-CE	Principal CoE
160	Central facilities Non conformance Report to concerned Dean	4th Week of July 2025	Dean Quality	Dean Quality
161	Central facilities Non conformance Report reply to Dean-Quality	4th Week of July 2025	Concerned Deans	Dean Quality
162	Anti Sexual Harassment Committee Meeting (For Students)	4th Week of July 2025	Dean (SA)	Registrar
163	Grievance Redressal Committee meeting for Faculty & Staff	4th Week of July 2025	Dean (F&SA)	Registrar
164	Organize Session on "Lean Start-up & Minimum Viable Product/Business"- Boot Camp (or) Mentoring Session	4th Week of July 2025	HOD-MDI&E & CEO KL-ACIC	Principal COE/Director CIIE
165	Session on Angel Investment/VC Funding Opportunity for Early-Stage Entrepreneurs.	4th Week of July 2025	HOD-MDI&E & CEO KL-TIF	Principal COE/Director CIIE
166	Decade Reunion	4th Week of July 2025	All HODs & All Department Coordinators	Director Alumni
167	Inaugural Dance Showcase-Dance Club (Liberal Arts)	4th Week of July 2025	U.Kanaka Prasad (3230) Dance Trainer	Director SAC
168	Workshop on Scale & Rhythm-Music Club (Liberal Arts)	4th Week of July 2025	K. Subramanya Raju (9409) R. Danamcary (9414)	Director SAC
169	Workshop on Embroidery Models - Work Designs-Handicrafts (Liberal Arts)	4th Week of July 2025	Y. Vijaya (2434) Handicrafts Trainer	Director SAC
170	Create a User Persona from Real Research- WebApps Club (Technical Clubs)	4th Week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
171	UX Trends 2025: Designing for AI, AR & Beyond- WebApps Club (Technical Clubs)	4th Week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
172	Workshop on React -1-Zero One Club (Technical Clubs)	4th Week of July 2025	B.Rambabu (7271), Assistant Professor	Director SAC
173	Empathy Mapping & Problem Framing from Real Cases-Safe Life Club (Out Reach Club)	4th Week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
174	Innovative Thinking for FutureEntrepreneurs-Vyuha Club (Out Reach Club)	4th Week of July 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
175	Awareness on Socio Legal Rights	4th Week of July 2025	Principal-College of Law, HOD-BA IAS, Convenor Women's Forum	Dean SA
176	Ground Maintenance works	4th Week of July 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
177	Meeting for the women empowerment teams	4th Week of July 2025	Convenor Women's Forum	Dean SA
178	Grievances Redressal Committee meeting(Central level)	4th Week of July 2025	Convener, Central level Grievances Redressal Committee, Associate Dean-Grievances, Committees & Forums	Dean SA

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179	Gender Sensitization -Awareness Program	4th Week of July 2025	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
180	Social service and & outreach event 10.(A) GBN. Guntur	4th Week of July 2025	NCC- Girls	Dean SA
181	Quarterly (2024-25) audit Non conformance Report reply to Dean Quality	4th Week of July 2025	Concerned Deans	Dean Quality
182	Dean's Targets audit	Last week of July 2025	Associate Deans-Quality	Dean Quality
183	Circular for Department Audits (August month)	Last week of July 2025	IQAC	Dean Quality
184	Internal Funding Projects Notification	Last week of July 2025	Dean R&D	Dean R&D
185	Students Course Registration Audit	Last week of July 2025	All HODs	Dean Academics
186	Letters Postage to Parents about their wards results, Backlogs, detained NR status, current registered courses details status- By each department respectively	Last week of July 2025	ALL HODs	Dean Academics
187	Anniversary of National Education Policy (NEP)2020	Last week of July 2025	HOD-MDI&E	Dean Academics
188	Review of Attendance & Progress of Syllabus coverage	Last week of July 2025	ALL HODs	Dean Academics
189	Compliance report on Calendar of Activities to Registrar	last day of Month	All Functionaries & All HoD's	Registrar

	K L E F Deemed to be University (Vijayawada)		
	Calendar of Events for the Academic Year 2025-26		
	August-2025		
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1	Certification Course	August-November	All Program HODs except for B.Pharm, MBA, BBA, B. Sc. (Agri.), B. Sc (A&G), B. Sc. (Food Technology)
2	Drills Parades	August (1-4 weeks)	NCC
3	Insurance of All Equipment's	August-2025	Dean - P&D
4	List of I-year Engineering students admissions data for submission to AICTE	August-2025	Registrar
5	Online workshop for faculty	August-2025	All Engg HODs
6	Annual report on internships/ project work	August-2025	Dean-Placements & Internships
7	Revision/ updation of consultancy policy	August-2025	Dean - Research & Development
8	Workshop - Pharmacology	August-2025	Principal Pharmacy
9	CRT Training	August-2025	Director CRT
10	Webinar/Guest Lectures from industry experts relevant to your Skill Centre.	August-2025	All HODs
11	Orientation Programme on LMS and ERP	August-2025	All HODs
12	Dean's visit to Hyderabad campus	August-2025	ALL Deans
13	Skill Based Expert Talk one per month for students	August-2025	All Engg Depts
14	Industry Faculty Orientation Lecture one per month for Faculty	August-2025	All Engg Depts
15	Guest Lecture / Industry Connect / Academia Connect - Pharma. Chemistry	August-2025	Principal Pharmacy
16	Seminar to MSc nano science and technology students and Physics Research scholars	August-2025	HOD-Physics (As applicable)
17	Library Advisory Committee Meetings (LAC)	August-2025	Librarian
18	Social & Industry Connect: Student Internship Program in association with Unnath Bharat Abhiyan	August-2025	HOD - Commerce
19	I-10 Index verification	August-2025	Dean R&D
20	Research center recognition application	August-2025	Director R&D, Dr. K K Sarat
21	Categorization of Minimum 70% total strength of 2022 admitted batch into CRT and 30% into Higher Studies (as per career choice option)	August-2025	HODs of Engg Depts
22	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	August-2025	All Principals, HOD's (As applicable)
23	Pre Ph.D. Exams / Reviews for Batches I to XIX	August-2025	Dean - Research & Development
24	Alumni Meeting	August-2025	ALL HODs
25	Organizing Guest Lecture (3 per semester. One by Academician, one by industry expert and one by Alumni)	August-2025	ALL HODs
26	Orientation Programme on quality issues for teachers	August-2025	Dean Quality
27	Orientation Programme on quality issues for students	August-2025	Dean Quality

S. No.	Event	Dates	Primary Responsibility/Conducting
28	Academic Registrations for MHS II, III, IV AND V YEARS and PG (M. Pharma, MBA and MCA) Odd Semester	August-2025	All Principals (Except Principal Engineering) HoDs of MHS (As applicable) Dean (MHS)
29	Academic Audit	August-2025	HODs of Engg Dept & Principal
30	Principal & Dean Academics meeting with CCs & Cohort Professor In charges and Faculty In charges	August-2025	Principal COE & Dean Academics
31	A Five-day workshop on Scientific writing using Latex for Research / Innovation students	August-2025	HOD-IRD
32	Alumni Awards	August-2025	All HODs & All Department Coordinators
33	Two Decade reunion	August-2025	All HODs & All Department Coordinators
34	Preliminary Sharing Feedback Report with MHS HoDs	August-2025	All MHS Principals / HoD's
35	Work-shop on "Safety, Security and threat awareness"	August-2025	Convener-Women's Forum
36	Raghavam event -Bellary Raghava Birth Anniversary by Hobby clubs	August-2025	R. Subhakar Raju (2898) In charge
37	Awareness Programme on depression and dementia	August-2025	Principal-Pharmacy, Convener-Women's Forum
38	Training to Mothers' and school children on Girl Child Safety	August-2025	Convener-Women's Forum
39	Shramadan	August-2025	NSS
40	Tobacco Free Youth Campaign	August-2025	NSS
41	Open Mic-Stand Up Comedy	August-2025	Bikas Sharma (7515), Student Trainer
42	Constituting women empowerment teams	August-2025	Convenor Women's forum
43	Orientation Program to New NSS Volunteers	August-2025	NSS
44	Cyber Security Awareness Programme	August-2025	NSS
45	Plantation Program	August-2025	NSS
46	Departmental Association Activities	Once in a Month	All Engg HODs
47	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal(COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences
48	Registration & participation in Echidna Grants (online)	01-08-2025 to 10-08-2025	All HoDs
49	Faculty Social Profile Building	02.08.2025	All HODs
50	Departmental talk	04.08.2025	All HODs
51	Counselling Report Verification by Department Team (Once in a month)	05.08.2025	ALL HODs
52	Research Days	05.08.2025	ALL HODs
53	International Conference on Intelligent and Smart Computing in Data Analytics (ISCDA)	05.08.2025 to 08.08.2025	HOD - CSE
54	A 5-day FDP on Artificial Intelligence	05-08-2025 to 09-08-2025	Academic Staff College
55	Alumni-Academics Connect Week for B.Tech 2 Year Odd Semester	05.08.2025 to 10.08.2025	Director Alumni, All HoDs of Engg. & Principal (COE)
56	Student Feedback Reflection on Preliminary Feedback for B.Tech ALL Year Odd Semester	05.08.2025 to 10.08.2025	All HoDs, Principals
57	Preliminary Feedback Week on Academic Quality & TLP for B.Tech ALL Year Odd Semester	05.08.2025 to 10.08.2025	All Engg. HoDs, Principal(COE)
58	Preliminary Feedback Week on Academic Quality & TLP for MHS II, III, IV and Vth, years and PG (MBA and MCA) Odd Semester	05.08.2025 to 10.08.2025	All Principals / HoDs-MHS
59	Academic Classwork for MHS II, III, IV & V Years and PG (MBA and MCA) Odd Semester	07.08.2025	All Principals (Except Principal Engineering) & Director (FED), Principal (FED), HoDs of MHS, Dean (MHS)
60	A 5-day FDP on Design Thinking and Innovation	07.08.2025 to 11.08.2025	Academic Staff College
61	Faculty Orientation Lectures	1st week of August 2025	ALL HODs

S. No.	Event	Dates	Primary Responsibility/Conducting
62	Ansys STK – Aerospace Modeling Challenge	1st Week of Aug. 2025	SPOC Ansys STK Center and HOD ECE
63	CodeChef – Algorithmic Code Sprint	1st Week of Aug. 2025	SPOC Codechef Center and HOD BES-1
64	Call for Best Teacher Award (BTA)	1st week of August 2025	All HODs
65	IQAC files updation	1st week of August 2025	ALL HODs
66	Placement Training	1st week of August 2025	HOD - CSS
67	IQAC internal meeting	1st week of August 2025	Dean Quality
68	Pre Ph.D. Course Work	1st week of August 2025	Dean - Research & Development
69	Circular for audit of Central facilities	1st week of August 2025	IQAC
70	Annual report on examination	1st week of August 2025	Controller of Examinations
71	CRT& HS Categorization and Registration of 2021 admitted batch Engg and MHS Programs	1st week of August 2025	Principal-COE/HODs of Engg Depts
72	Notification for University Research Board Meeting - 1	1st week of August 2025	Dean R&D
73	Session/ Panel discussion with innovation and Start-up Ecosystem Enablers from the region/state/national level	1st week of August 2025	HOD-MDI&E & HOD-MBA
74	Parent meeting	1st week of August 2025	ALL Engg HODs
75	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-BCA	1st Week of August 2025	Director-Alumni, HoD-BCA
76	Samaikya bharatham-Dramatics Club (Liberal Arts Club)	1st Week of August 2025	V. G. Krishna Murthy (2425), Dramatic Trainer
77	Workshop on eco-friendly fabrics and materials-Fashion Club (Liberal Arts Club)	1st Week of August 2025	Bikas Sharma (7515), Student Trainer
78	Sing & Dance-Spiritual Sciences Club (Out Reach Club)	1st Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
79	awareness and Implementation of health education -SVR (Out Reach Club)	1st Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
80	Nutrition awareness for U.P. school children's	1st week of August 2025	CEA
81	Antiragging awareness program	1st week of August 2025	ALL HODs
82	Competitions on eve of Independence day	1st week of August 2025	NCC
83	NCC enrolment or selection	1st week of August 2025	NCC
84	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship--BT	1st Week of August 2025-(Once in a Semester)	Director-Alumni, HoD-BT
85	Research Methodology	09.08.2025	HOD-Architecture
86	Training cum orientation Programme on LMS and ERP (For the benefit of new faculty)	09.08.2025	HoD Dept of Arts
87	Content Preparation for Quant Moule	09.08.2025 to 21-08-2025	HOD - CSS, Director-CRT
88	Workshops/ guest lectures / seminars committee meeting	11.08.2025	ALL HODs
89	Fixing the Action Plan on Legal Aid Clinic Programmes	11.08.2025	College of Law
90	Dept Counselling Committee Meeting	11.08.2025	ALL HODs

S. No.	Event	Dates	Primary Responsibility/Conducting
91	Registration and Participation in Skill Improvement Programs and workshops (online) • Dassault systems training program (online) • IBM Skills Build Artificial intelligence and Machine Learning (online) • IBM Skills Build Cyber Security with Kali Linux (online) • IBM Skills Build Employability Skills (online)	12-08-2025 to 24-08-2025	All Engg. HoDs including FED
92	NTRG Workshop	13.08.2025-14.08.2025	HOD-ECE
93	Confidence Building and goal setting Programs	2nd week of August 2025	HOD-BBA
94	SC / ST/ Minority / OBC Cell Meeting	2nd week of August 2025	Dean (SA)
95	Guest Lecture for IV B.Tech. (R&M Group)	2nd week of August 2025	HOD - ME
96	Action Plan on Consultancy	2nd week of August 2025	ALL HODs
97	LMS/ERP committee meeting	2nd week of August 2025	ALL HODs
98	ERP Audit for Research/Profile/Leaves	2nd week of August 2025	ALL HODs
99	HoD Meeting with Department Faculty and staff	2nd week of August 2025	ALL HODs
100	Posting of Teaching and Non-Teaching Staff Recruitment Advertisement	2nd week of August 2025	Dean-F&SA
101	Research publications, citation, Reviews of the departments	2nd week of August 2025	Dean - Research & Development
102	Organizing subject based workshop/seminar/conference for faculty - One in each semester (Engineering) - Except Dept. of Agriculture	2nd week of August 2025	ALL HODs
103	BEC Certification	2nd week of August 2025	All MHS HoDs
104	MULYAPRAVAH: One day Induction, orientation and refresher programs (to Faculty & Staff)	2nd week of August 2025	Principal CoE, Engineering HoDs
105	Organizing Innovation & Entrepreneurship Outreach Program in Schools/Community	2nd week of August 2025	HOD-MDI&E & KL-CIIE
106	Screenplay & Script Writing Bootcamp – A specialized workshop on writing scripts for theatre, films, and short videos, including practical screenplay exercises-Literature Club (Liberal Arts Club)	2nd Week of August 2025	Bikas Sharma (7515), Student Trainer
107	The Future of Literature: AI, Automation & Writing – Exploring the impact of AI tools like ChatGPT on creative and academic writing-Literature Club (Liberal Arts Club)	2rd Week of August 2025	Bikas Sharma (7515), Student Trainer
108	Promoting sanitation and safe drinking water -SVR (Out Reach Club)	2nd Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
109	Awareness on balanced nutrition and diet - SVR (Out Reach Club)	2nd Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
110	Build Your Own RSA-Cryptography Club (Technical Club)	2nd Week of August 2025	B.Rambabu (7271), Assistant Professor
111	RSA Algorithm: The Backbone of Digital Security-Cryptography Club (Technical Club)	2nd Week of August 2025	B.Rambabu (7271), Assistant Professor
112	Penetration Testing-Cyber Security Club (Technical Club)	2nd Week of August 2025	B.Rambabu (7271), Assistant Professor
113	Papercutting art - creating a painting by using color papers cut & paste to-Painting Club (Liberal Arts Club)	2nd Week of August 2025	Sridhar Patnala (5279) Assistant Professor

S. No.	Event	Dates	Primary Responsibility/Conducting
114	University team selections for south zone and AIU, Football, Cricket, Taekwondo, wushu, Khokho, Throwball and Volleyball. As per schedule given by AIU (Tentative)	2nd week of August 2025	Physical Education HOD, Assoc. Dean, Sports & Games
115	CEA New volunteers registrations in KLEF	2nd week of August 2025	CEA
116	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-BBA	2nd week of August 2025-(Once in a Semester)	Director-Alumni, HoD-BBA
117	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-CSIT	2nd week of August 2025-(Once in a Semester)	Director Alumni, HoD CSIT
118	Audit of Departments	2nd & 3rd Week of August 2025	Dean Quality
119	Audit of Central facilities	2nd & 3rd Week of August 2025	Dean Quality
120	Independence Day- Celebrating Aazadi Ka Amritkal	15th August 2025	HOD-MDI&E
121	Independence day 10.(A) GBN. KLEF	15-08-2025	NCC- Girls
122	Independence Day Celebrations Hobby clubs/NCC students March Fast	15.08.2025	NCC 22(A), Director-SAC, All HOD's
123	ODF Campaign(Phase-1)	15/08/2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
124	Conduction of Independence Day Celebrations-15th August	15/08/2025	Physical Education HOD, Assoc. Dean, Sports & Games
125	Subject Based Seminar for Faculty (all Research Groups)	16.08.2025	HOD - ME
126	Guest Lecture to M.Sc. students	16.08.2025	HOD - CHEMISTRY
127	Lab monitoring committee	16.08.2025	ALL HODs
128	Periodic Research Opportunities Exploration	16.08.2025	ALL HODs
129	Research Group Meetings	16.08.2025	HoD-CSE
130	A One-day Technical Workshop on Advances in Architecture	18-08-2025	Academic Staff College
131	A 5-Day New Faculty Induction Program	18-08-2025 to 22-08-2025	Academic Staff College
132	Course Meeting	19.08.2025	All CC's and all HODs
133	Department Library Committee Meeting	19.08.2025	HODs of Law, Architecture, Pharmacy & Agriculture
134	Submission of Best Teacher Awards Recommendations by HoD	8/19/2025	All HODs
135	Alumni-Academics Connect Week for B.Tech 3 Year Odd Semester	19.08.2025 to 24.08.2025	All HoDs of Engg, Director Alumni & Principal (COE)
136	Webinar by Faculty	20.08.2025	HOD-CSE
137	Department Association Activity by FOCUS Student Body (Twice in a month) -	20.08.2025	HOD-CSE
138	CSRG Workshop	21.08.2025 to 23.08.2025	HOD-ECE
139	Autodesk – CAD Design Marathon	3rd Week of Aug. 2025	SPOC Autodesk Center and HOD ME
140	EC-Council – Ethical Hacking Showdown	3rd Week of Aug. 2025	SPOC EC Council and HODs of CSE, HOD BCA and HOD MCA
141	Academic Counselling Week for Engg II, III, IV & MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	3rd week of August 2025	All Principals & All HoDs (Both Engg & MHS)
142	All department DAC Meeting (Once in a month)	3rd week of August 2025	All HODs
143	University Research Board Meeting - 1	3rd week of August 2025	Dean R&D
144	Category wise admissions(gender, nation wise, disable students, sports, other reservations)	3rd week of August 2025	Registrar

S. No.	Event	Dates	Primary Responsibility/Conducting
145	Administrative Files Audit by Department Team (Once in a month)	3rd week of August 2025	Department IQAC In-Charge
146	Research Board Meeting- Meeting Minutes / Action taken report	3rd week of August 2025	Dean R&D
147	II B.Tech. - Industrial Visit - Section 1	3rd week of August 2025	HOD-ME
148	Finalization of Convener for Convocation-XV	3rd week of August 2025	Registrar
149	Parents Meeting for 2nd Years Engg.	3rd week of August 2025	All Engineering HoDs
150	Webinar on Probability for Data Science	3rd week of August 2025	HOD - Mathematics
151	Commencement CRT Training for 2022 Engg Batch	3rd week of August 2025	Principal-COE, HODs of Engg Dept
152	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of August 2025	All-HODs
153	Organize an Inter/Intra Institutional Start-up Competition and Reward Best Start-ups	3rd week of August 2025	HOD-MDI&E & KL-TIF
154	First evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	3rd Week of August 2025	All HOD, Principal
155	Career Awareness Session for All Y24 Admitted Students - Higher Education Abroad/India	3rd Week of August 2025	All Principals, HoDs, Director International Relations
156	Notification for Academic Council Meeting -01	3rd Week of August 2025	Dean Academics
157	Run for Health-Marathon Club (Liberal Arts Club)	3rd Week of August 2025	Y. Vijaya (2434) Handicrafts Trainer
158	3 short Films-Film Club (Liberal Arts Club)	3rd Week of August 2025	P. Syam Sundar (5368) Asst Prof.
159	Workshop on Creative Writing -Versatales Club (Liberal Arts Club)	3rd Week of August 2025	Bikas Sharma (7515), Student Trainer
160	Independence Day Celebrations in school - SVR (Out Reach Club)	3rd Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
161	Workshop on first aid and Primary Health Care -SVR (Out Reach Club)	3rd Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
162	Strengthening Rural Health and Wellness Centre's -SVR (Out Reach Club)	3rd Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
163	Cloud Security-Cyber Security Club (Technical Club)	3rd Week of August 2025	B.Rambabu (7271), Assistant Professor
164	Building Prompt Templates-Prompt - o - Ventures Club (Technical Club)	3rd Week of August 2025	B.Rambabu (7271), Assistant Professor
165	Case Study: ChatGPT August Applications-Prompt - o - Ventures Club (Technical Club)	3rd Week of August 2025	B.Rambabu (7271), Assistant Professor
166	Seminar on Basic Agricultural Concepts in Crop Production-Agriculture Club (Technical Club)	3rd Week of August 2025	B.Rambabu (7271), Assistant Professor
167	Getting Started with CapCut: Mobile Video Editing-Design Sphere Club (Technical Club)	3rd Week of August 2025	B.Rambabu (7271), Assistant Professor
168	Sanitation & Hygiene Awareness Programme in Village	3rd Week of August 2025	CEA
169	Awareness program on obesity and other issues	3rd week of August 2025	Convener-Women's Forum, HoD of BT, Pharmacy
170	Workshop on Prevention of Sexual Harassment Act (POSH).	3rd week of August 2025	Convenor Women's Forum
171	University team selections for south zone and AIU, Badminton, Archery, Table Tennis, Kabaddi, Handball, Boxing, Chess, Skating and Athletics. As per schedule given by AIU (Tentative)	3rd week of August 2025	Physical Education HOD, Assoc. Dean, Sports & Games,
172	Women's Forum Monthly meeting	3rd week of August 2025	Women's Forum

S. No.	Event	Dates	Primary Responsibility/Conducting
173	Anti-Drug Awareness Program	3rd week of August 2025	Associate Dean-Grievances, Cells, Committees and Forums,
174	NCC BN., Selection of cadets	3rd week of August 2025	NCC
175	Blood Donation Camp	3rd week of August 2025	YRC
176	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-MBA	3rd week of August 2025-(Once in a Semester)	Director-Alumni/ HoD-MBA
177	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-ECE	3rd week of August 2025-(Once in a Semester)	Director-Alumni/ HoD-ECE
178	Guest Lecture on Versatility of Unreal Engine	8/23/2025	HOD - Fine Arts
179	Content Preparation for Reasoning Module	23.08.2025 to 31.08.2025	HOD - CSS, Director-CRT
180	Preliminary Feedback Analysis & Action Taken Report from HoDs (II,III,IV B.Tech)	25.08.2025	Principal (COE), All Engineering HoDs
181	A 5-day FDP on Indian Knowledge Systems	25-08-2025to30-08-2025)	Academic Staff College
182	Guest Lecture/Industry connect lecture/webinar/workshop (Tentatively)	26.08.2025	College of Law
183	Research Days	26.08.2025	HOD - CSE
184	Clay Ganesh Idols distribution	26.08.2026	CEA
185	Industrial Visits for Students – to be planned and undertaken in due course by respective departments (for 2nd year B.Tech. students) - Except Dept. of Agriculture	28.08.2025	All-HODs
186	Sem-In-Project Review-I with Regular Class-Work / Guest Lecture on Photography, Graphic Designing	28-08-2025 to 30-08-2025	HOD - Fine Arts
187	MULYAPRAVAH: Outreach Program on Human Values and Professional Ethics (To MHS students)	28-08-2025 to 02-09-2025	MHS Principals, MHS HoDs
188	Orientation Program for Freshman Engineering Students for All UG. MHS Phase-II and PG 1 Year Odd Semester- Except Dept. of Agriculture	28-08-2025 to 02-09-2025	All Principals, HoDs-MHS
189	Department research committee Meeting (Once in a month)	29.08.2025	All HODs
190	National Sports Day Celebrations by dept. of Physical Education	29.08.2025	Ass. Dean, Sports & Games & Hod-Physical Education
191	Department Website Update	30.08.2025	All HODs
192	Lecture New Students-Welcome & Motivation	30.08.2025	ARTS HOD
193	RPAC meeting	30.08.2025	HOD - CHEMISTRY
194	Research Group Meetings	30.08.2025	Hod-CSE
195	Research Diary Submission & Verification	30.08.2025	ALL HODs
196	Counselling reports verification by Dept Team	30.08.2025	HoD-CSE
197	Academic Pathway Planning (CBCS) Week for Students & Parents for All UG MHS Phase-II and PG ALL Year Odd Semester	30-08-2025 to 01-09-2025	All HoDs and Principals of MHS Depts
198	III B.Tech. Industrial Visit - Section 1	4th Week of August 2025	HOD - ME
199	HoD Meeting with Department Faculty and staff	4th Week of August 2025	ALL HODs
200	II B.Tech. - Industrial Visit and III B.Tech. - Industrial Visit	4th Week of August 2025	BT HOD
201	Non conformance Report to all department HODs and Principal	4th Week of August 2025	Dean Quality
202	Non conformance Report reply from HODs to principal and principal to Dean-Quality	4th Week of August 2025	Principals
203	Ph.D. Registrations for XX Batch	4th Week of August 2025	Dean - Research & Development
204	II B.Tech. - Industrial Visit - Section 2	4th Week of August 2025	HOD - ME
205	Faculty Orientation Lectures	4th Week of August 2025	ALL HODs
206	Central facilities Non conformance Report to concern Dean	4th Week of August 2025	Dean Quality

S. No.	Event	Dates	Primary Responsibility/Conducting
207	Quality Circle meeting in the department for faculty	4th Week of August 2025	All HODs
208	Quality Circle meeting in the department for students	4th Week of August 2025	All HODs
209	Circular for Quality Circles Students meeting-01	4th Week of August 2025	IQAC
210	Quality Circles Students meeting-01	4th Week of August 2025	Dean-Quality
211	Sending Feedback from Quality Circles-students to the concerned Deans	4th Week of August 2025	Dean-Quality
212	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-LAW	4th Week of August 2025	Director-Alumni, HoD-LAW
213	Ground Maintenance and Development works	4th Week of August 2025	Physical Education HOD, Assoc. Dean, Sports & Games
214	Orientation program with MoU member Industry experts.	4th Week of August 2025	HOD-CE
215	Commencement CRT Training for 2023 MHS Batch	4th Week of August 2025	Principals & HODs of All MHS
216	Grievance Redressal Committee meeting for Faculty & Staff	4th Week of August 2025	Dean (F&SA)
217	Mentoring Event: Demo Day/Exhibition/Poster Presentation of Start-Ups & Linkage with Innovation Ambassadors/Experts for Mentorship Support	4th Week of August 2025	HOD-MDI&E
218	World Entrepreneurs Day	4th week of August 2025	HOD-MDI&E
219	Notification for Planning and Monitoring Board Meeting -01	4th week of August 2025	Dean P&D
220	Workshop on Orientation Performance-Dance (Liberal Arts Club)	4th Week of August 2025	U.Kanaka Prasad (3230) Dance Trainer
221	Workshop on Sarali Swaras - Music (Liberal Arts Club)	4th Week of August 2025	K. Subramanya Raju (9409) R. Danamcary (9414)
222	Workshop on Clay Moulding Art Designs - Handicrafts (Liberal Arts Club)	4th Week of August 2025	Sridhar Patnala (5279) Assistant Professor
223	Design Thinking for Mental Health Solutions - Safe life Club (Out Reach Club)	4th Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
224	Entrepreneurship in the Digital Era -Vyuha Club (Out Reach Club)	4th Week of August 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor
225	Wireframe It Out! Low-Fidelity Challenge-Web Apps Club (Technical Club)	4th Week of August 2025	B.Rambabu (7271), Assistant Professor
226	Designing with Empathy: The Human Side of UX-Web Apps Club (Technical Club)	4th Week of August 2025	B.Rambabu (7271), Assistant Professor
227	Workshop on Devops -1-Zero One Club (Technical Club)	4th Week of August 2025	B.Rambabu (7271), Assistant Professor
228	World Photography day celebrations by Photography Club	4th Week of August 2025	HoD (Fine Arts)
229	Central facilities Non conformance Report to Reply to Dean Quality	4th Week of August 2025	Concerned Deans
230	Sending Details of Teams and Entry fee to AIU for Participation in Tournaments conducted by AIU	4th Week of August 2025	Physical Education HOD, Assoc. Dean, Sports & Games,
231	Seminar on Protection of Women form Domestic Violence	4th Week of August 2025	Principal, College of Law, HOD Law, Women's Forum
232	Women Equality Day	4th Week of August 2025	WOMEN'S FORUM
233	Induction Program on NCC Course	4th Week of August 2025	NCC

S. No.	Event	Dates	Primary Responsibility/Conducting
234	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-IoT	4th week of August 2025 (Once in a Semester)	Director Alumni, HoD IoT
235	III B.Tech. - Industrial Visit - Section 2	5th Week of August-2025	HOD - ME
236	Circular for Department Audits (September month)	5th Week of August-2025	Dean-Quality
237	Research Group Meeting	5th Week of August-2025	All HODs
238	Alumni Meeting and guest lecture	5th Week of August-2025	HOD- Chemistry
239	Dean's Targets audit	5th Week of August-2025	Associate Deans-Quality
240	Uploading of admission data on KLEF Website	Last week of August 2025	Registrar
241	Cohort Audit w.r.t. Dept	Last week of August 2025	HoDs of all Engineering Depts
242	Review of Attendance & Progress of Syllabus coverage	Last week of August 2025	ALL HODs
243	Compliance report on Calendar of Activities to Registrar	Last day of August 2025	All Functionaries & All HoD's

Reporting Authority
Dean SD&SP
Dean SA
Dean P&D
Registrar
Principal COE
Dean-Placements & Internships
Dean R&D
Principal Sciences
Dean IP&I
Dean SD&SP
Dean Academics
ALL Deans
Dean SD&SP
Dean Academics
Dean Academics
Dean R&D
Dean P&D
Dean MHS
Dean R&D
Dean R&D
Principal COE
Dean SD&SP
Dean R&D
Director Alumni
Principal COE
Dean Quality
Dean Quality

Reporting Authority
Dean Academics
Dean Academics
Dean Academics
Dean R&D
Director Alumni
Director Alumni
Dean MHS
Dean SA
Director (SAC)
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Director-SAC
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Principal COE
Dean SD&SP
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Principals

Reporting Authority
Dean SD&SP
Dean SD&SP
Dean Academics
Principal COE
Dean-Placements & Internships/Director-CRT
Dean Quality
Dean R&D
Dean Quality
Dean Academics
Dean IP&I
Registrar
Dean MHS/Director-CIIE
Principal COE
Principal College of Sciences
Director SAC
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Dean Academics
Dean R&D
Dean Academics
Dean-Placements & Internships
Principal COE
Dean MHS
Dean Academics

Reporting Authority
Dean SD&SP
Dean R&D
Dean MHS
Registrar
Principal COE
Dean R&D
Dean Academics
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Principals
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Dean Academics
Principal COE/Director CIIE
Director SAC
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Reporting Authority
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Principal Sciences
Dean Academics
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Principal Architecture
Dean Academics
Dean Academics
Librarian
Dean F&SA
Dean Academics
Principal COE
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Reporting Authority
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Dean IP&I
Registrar
Principal COE/Director CIIE
Dean R&D
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Director SAC
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Director SAC
Director (SAC)
Dean-Quality
Dean SA
Dean SA
Dean SA
Dean SA

Reporting Authority
Principal COE
Principal COE
Dean-Quality
Dean R&D
Principal Sciences
Dean Quality
Registrar
Principal COE
Dean Academics
All Functionaries & All HoD's

	K L E F Deemed to be University (Vijayawada)			
	Calendar of Events for the Academic Year 2025-26			
	September -2025			
S. No.	Event	Dates	Primary Responsibility/ Conducting	Reporting Authority
1	Research Paper Presentation	September/2025	HOD-IRD	Dean R&D
2	Webinar/Guest lectures/ Seminar	September/2025	All Principals	Dean Academics
3	IQAC-Workshop (One-day)	September/2025	Dean Quality	Dean Quality
4	List of I-year Non-Engineering students admissions data	September/2025	Registrar	Registrar
5	Webinar-II on the industry relevant skill sets- opportunities.	September/2025	College of LAW	Dean SD&SP
6	Autodesk Workshop	September/2025	School of Architecture	Dean SD&SP
7	Industrial Visit for B.Tech 2nd year and 3rd year students	September/2025	HoD EEE	Principal COE
8	Dean's visit to Hyderabad campus	September/2025	ALL Deans	ALL Deans
9	K L Horizon-student Magazine(Half Year)	September/2025	Associate Dean -Publishing	Registrar
10	Skill Based Expert Talk one per month for students	September/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
11	Industry Faculty Orientation Lecture one per month for Faculty	September/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
12	Orientation Programme for FED	September/2025	Librarian, Principal FED	Director - FED
13	Categorization of Minimum 70% total strength of 2022 admitted batch into CRT and 30% into Higher Studies (as per career choice option)	September/2025	Principal of MHS, HODs of MHS	Dean MHS
14	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	September/2025	All Principals, HOD's	Dean SD&SP
15	Importance of Rain water Harvesting Pits	September/2025	NSS Cell	Dean P&D
16	Alumni Sports Day	September/2025	All HODs & All Department Coordinators	Director Alumni/Associate Dean Sports
17	Spot valuation of Pre PhD examination	September/2025	Controller of Examinations	Dean R&D
18	International Literacy Day	September/2025	NSS	Dean SA
19	Awareness on Clay Ganesha	September/2025	NSS	Dean SA
20	Plantation	September/2025	NSS	Dean SA
21	World First Aid Day	September/2025	NSS	Dean SA
22	Swachhta Hi Seva	September/2025	NSS	Dean SA
23	World Heart Day	September/2025	NSS	Dean SA
24	NSS Day	September/2025	NSS	Dean SA
25	Half yearly Reports from In-charges of the Central facilities (KLUBS, Library, Transport, Hostels, Physical education, Security, Canteen, Welfare and Wellness Cell (Medical) and Transport etc.)	September/2025	In-charges of Central facilities through their respective Deans (KLUBS, Library, Transport, Hostels, Physical education, Security, Canteen, Welfare and Wellness Cell (Medical) and Transport etc.)	Dean SA
26	Poshan Abhiyan	September/2025	NSS	Dean SA
27	Awareness on Social Media Cyber Crimes	September/2025	NSS	Dean SA
28	World Ozone Day	September/2025	NSS	Dean SA
29	Drills Parades	September 2025 (1-4 weeks)	NCC	Dean SA
30	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal(COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
31	Sem In - 1 Theory Examinations II, III, IV, V BBA-LLB, II, III LLB	01-09-2025to -06-09-2025	HoD-BBA & Law, Controller of Examinations (Release of Timetable)	Dean Academics
32	Sem In - 1 Theory Examinations B.Tech	01-09-2025to -06-09-2025	All Engineering HoDs, COE (Release of Timetable)	Dean Academics
33	Sem-In-1 Examinations for II , III Pharm. D	01-09-2025to -06-09-2025	Principal-Pharmacy, CoE (Release of Timetable)	Dean Academics
34	In-Sem 1 Theory Exams for All UG MHS II, III, IV and V years and PG (MBA and MCA) Odd Semester	01-09-2025to -06-09-2025	All MHS HoD's, and COE (Release of Timetable)	Dean Academics

35	Subject based Seminar	02.09.2025	College of Law	Dean MHS
36	Research Days	02.09.2025	CSE HOD	Dean R&D
37	Academic Registrations for All UG MHS Phase-II and PG ALL Year Odd Semester	02.09.2025 to 04.09.2025	All HoDs, Principals	Dean Academics
38	Registrations for I M. Pharm Odd Sem and I Pharm. D	02.09.2025 to 04.09.2025	Principal-Pharmacy	Dean Academics
39	Content Preparation for Reasoning Module	02.09.2025 to 05.09.2025	HOD - CSS, Director-CRT	Dean Placements & Internships
40	Proposal Submission to acquire skill development projects from Industries	02-09-2025 to 14-09-2025	All Engg HoDs, HoDs BCA, MCA, Principal COE and Principal Sciences	Dean SD&SP
41	Course Meeting	02-09-2025 & 17-09-2025	All CC's and all HODs	Dean Academics
42	Placement Training	02.09.2025 to 29.09.2025	HOD - CSS, Director-CRT	Dean Placements & Internships
43	Commencement of class work for I M. Pharm and I Pharm. D Students	04.09.2025	Principal (Pharmacy)	Dean Academics
44	Classwork commencement of all PG,1st year students Engineering & MHS	04-09-2025	All HoDs of Engg. & MHS, Principals	Dean Academics
45	Academic Classwork for All UG MHS Phase-II and PG ALL Year Odd Semester	04.09.2025 to 20.12.2025	All HoDs, Principals	Dean Academics
46	Teachers Day Celebration by Hobby Clubs	05.09.2025	Dean - Student Affairs	Dean SA
47	News Letter submission	05.09.2025	All Deans, Directors and HODs	Associate Dean (Publishing)
48	Teachers Day Tejomayam	05.09.2025	HOD-ECE	Principal COE
49	Monthly Audit Report Statistics to be submitted by Departments	05.09.2025	All HoD's	Principal COE
50	AWS Academy – Cloud Hackathon	1st Week of Sept. 2025	SPOC AWS Center and HODs of CSE	Dean SD&SP
51	E-PAM – Performance Modeling Challenge	1st Week of Sept. 2025	SPOC EPAM Center and HODs of CSE, HOD CS&IT, HOD AI&DS	Dean SD&SP
52	OMBUDSMAN Meeting with students	1st week of September 2025	Dean (SA)	Registrar
53	Counselling Report Verification by Department Team (Once in a month)	1st week of September 2025	All HoD's	Dean Academics
54	Last Date for Receiving of Applications for Teaching and Non-Teaching Staff positions	1st week of September 2025	Dean-F&SA	Dean F&SA
55	Maintenance of Solar, Windmills, Biogas Plant	1st week of September 2025	Dean - Planning & Development	Dean P&D
56	IQAC internal meeting	1st week of September 2025	Dean Quality	Dean Quality
57	Circular for the audit of Central facilities	1st week of September 2025	IQAC	Dean Quality
58	Circular for 53rd - IQAC Advisory Committee meeting	1st week of September 2025	Dean Quality	Dean Quality
59	Industrial visit (Virtual Tour)	1st week of September 2025	HoD CE	Principal COE
60	NIRF ranking, committee formation	1st week of September 2025	Registrar	Registrar
61	Academic Council Meeting -1	1st week of September 2025	Dean Academics	Registrar
62	Administrative Files Audit by Department Team (Once in a month)	1st week of September 2025	Department IQAC In-Charge	ALL HODs
63	Workshop on "Entrepreneurship and Innovation" as Career Opportunity	1st week of September 2025	HOD-MDI&E & Director-Alumni	Principal COE/Director CIIE
64	Notification for Finance Committee Meeting - 1	1st week of September 2025	Finance Officer	Registrar
65	Gograhanam-Dramatics Club (Liberal Arts Club)	1st Week of September 2025	V. G. Krishna Murthy (2425), Dramatic Trainer	Director SAC
66	Workshop on Hands-on session on fashion photography techniques-Fashion Club (Liberal Arts Club)	1st Week of September 2025	Bikas Sharma (7515), Student Trainer	Director SAC
67	Super Consciousness-Spiritual Sciences Club (Out Reach Club)	1st Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
68	One Family, One Tree Initiatives-SVR (Out Reach Club)	1st Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC

69	Seminar on Women Empowerment	1st week of September 2025	Convener-Women's Forum	Dean SA
70	NCC Enrolment	1st week of September 2025	NCC	Dean SA
71	Competitions on the eve of Teacher's Day	1st week of September 2025	NCC	Dean SA
72	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-CSE	1st week of September 2025 - (Once in a Semester)	Director-Alumni, HoD-CSE	Dean SD&SP
73	Departmental talk (R&D)	08.09.2025	CSE HOD	Dean R&D
74	LMS/ERP committee meeting	09.09.2025	All HoD's	Dean Academics
75	Seminar	09.09.2025	Arts HOD	Dean MHS
76	Department Library Committee Meeting	09.09.2025	HODs of Law, Architecture, Pharmacy & Agriculture	Dean P&D
77	A 5-day FDP on Understanding NEP and National Credit Framework	10.09.2025 to 14.09.2025	Academic Staff College	Dean Academics
78	Workshops/ guest lectures / seminars committee meeting	11.09.2025	Chemistry HOD	Principal MHS
79	Last Date to Add / Drop / Alter Registration for All UG MHS Phase-II and PG ALL Year Odd Semester	11.09.2025	All HoDs, Principals	Dean Academics
80	Two Day Workshop on Digital Photography	11-9-2025 & 12-09-2025	HOD - Fine Arts	Dean MHS
81	Student Feedback Reflection on Preliminary Feedback for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	11-09-2025 to 15-09-2025	All Principals, HoDs-MHS	Dean Academics
82	Academic Audit - In Semester for B.Tech ALL Year Odd Semester	11-09-2025 to 16-09-2025	All HoDs Engg, Principal(COE), IQAC	Dean Academics & Dean Quality
83	Opting for Self-Learning & Academic Flexibilities for All UG MHS Phase-II and PG 2, 3, 4 Year Odd Semester	11.09.2025 TO 18.09.2025	All HoDs, Principals	Dean Academics
84	Periodic Research Opportunities Exploration	12.09.2025	ALL HODs, CIIE	Dean R&D
85	MERG Workshop	12.09.2025 to 14.09.2025	HOD-ECE	Principal COE
86	ERP Audit for Research/Profile/Leaves	13.09.2025	ALL HODs	Dean F&SA
87	SC / ST/ Minority / OBC Cell Meeting	2nd week of September 2025	Dean SA	Registrar
88	Grievance Redressal Committee Meeting (For Students)	2nd week of September 2025	Dean SA	Registrar
89	Scrutinizing for Identifying Eligible Applicants for Teaching and Non-Teaching Staff Positions	2nd week of September 2025	Dean F&SA	Dean F&SA
90	HOD meeting with Faculty & Staff	2nd week of September 2025	All-HODs	Principals
91	Swear Analysis for 1st years - progression tracking of career choice options given by students	2nd week of September 2025	Director FED and Principal FED, HODs of MHS Depts	Dean SD&SP
92	Project/Term Paper Reviews I	2nd week of September 2025	Dean Academics	Dean Academics
93	Academic Counselling Week for Engg II, III, IV & MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	2nd week of September 2025	All Principals & All HoDs (Both Engg & MHS)	Dean Academics
94	Academic Counselling Week for FED & MHS I year	2nd week of September 2025	All concerned Principals & HODs (FED, Agri, Arch, Law, Pharmacy, Arts, Fine Arts, Commerce, BBA, BCA & Food technology	Dean Academics
95	Digital Storytelling & Blogging Workshop- A session on leveraging digital platforms, blog writing techniques, and content marketing strategies-Literature Club (Liberal Arts Club)	2nd Week of September 2025	Bikas Sharma (7515), Student Trainer	Director SAC
96	Beyond Books: Exploring Careers in Literature & Writing – A panel discussion on career opportunities in writing, publishing, journalism, and content creation-Literature Club (Liberal Arts Club)	2rd Week of September 2025	Bikas Sharma (7515), Student Trainer	Director SAC
97	Vruksharopan Abhiyan: Greening Schools, Anganwadi's & Riversides-SVR (Out Reach Club)	2nd Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC

No	Event	Date	Coordinator	In-charge
98	Tree Care and Maintenances program-SVR (Out Reach Club)	2nd Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
99	Secure Messaging App (End-to-End Encryption)-Cryptography Club (Technical Club)	2nd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
100	AES vs DES: A Comparative Study-Cryptography Club (Technical Club)	2nd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
101	Android Pen testing-Cyber Security Club (Technical Club)	2nd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
102	Poster Color painting & Design making - Indian Culture base ,Design with Alphabets-Painting Club (Liberal Arts Club)	2nd Week of September 2025	Sridhar Patnala (5279) Assistant Professor	Director SAC
103	Seminar on Career Planning and entrepreneurship for women students	2nd week of September 2025	Convener-Women's Forum	Dean SA
104	Coaching camp for selected KLEF Teams	2nd week of September 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
105	Health Camp for women	2nd week of September 2025	Principal - Pharmacy, HOD (Agro), Hod-BT, Women's Forum	Dean SA
106	Teachers day celebrations @ Bn. Office	2nd week of September 2025	NCC	Dean SA
107	Audit of Departments	2nd & 3rd Week of September 2025	Dean Quality	Dean Quality
108	Audit of Central facilities	2nd & 3rd Week of September 2025	Dean Quality	Dean Quality
109	Swear Analysis for all years - progression tracking of career choice options given by students	2nd Week of September 2025 after test-1 for 2nd, 3rd and 4th year	Principal (College of Engineering), HODs of Engg Depts and MHS, Principals of MHS, Dean MHS	Dean SD&SP
110	SPRG Seminar	15.09.2025	HOD-ECE	Dean R&D
111	Lab monitoring committee	15.09.2025	ALL HODs	Dean Academics
112	Parents Meeting for 3rd Years	15.09.2025	CSE HOD	Principal COE
113	Research Group Meetings	15.09.2025	ALL HODs	Dean R&D
114	Engineers Day Celebrations	15.09.2025	All Engg HoD's	Principal COE
115	Course Meeting	15.09.2025	All CC's and all HODs	Principals
116	Allocation of Student (all Years) to Counsellors and Display in Dept. Notice Boards FOR MHS	15.09.2025	All MHS HoD's	Dean Academics
117	ODD Semester In-Semester - 1 Examination Results	15.09.2025	All Engineering HoDs	Dean Academics
118	Industry-Academics Connect Week for B.Tech 2 Year Odd Semester	15.09.2025 to 20.09.2025	All HoDs Engg./Principal CoE	Dean Academics / Dean Placements
119	Parent-Faculty Association Meeting for B.Tech ALL Year Odd Semester	16.09.2025	Principal (College of Engineering), All Engineering HoDs	Principal COE
120	LAB Internal Examinations with regular class work III, IV B.Pharm, III, IV, V B.Arch.	16-09-2025 to 21-09-2025	Principal (Pharmacy) Principal/HoD (Architecture)	Dean Academics
121	A 5-day FDP on Advanced Content Writing Skills	16.09.2025 to 21.09.2025	Academic Staff College	Dean Academics
122	A 5-day FDP-Cohort based	16.09.2025 to 21.09.2025	Academic Staff College	Dean Academics
123	International Microbiology Day	17.09.2025	BT HoD	Principal CoE
124	Webinar by Faculty	18.09.2025	CSE HOD	Principal COE
125	In- Semester Result Analysis Reflection for B.Tech ALL Year Odd Semester	18-09-2025 TO 23-09-2025	All Engg HoDs, Principal(COE)	Dean Academics
126	Counselling report for slow learners and backlog students	18.09.2025 to 23.09.2025	All HoDs, Principals	Dean Academics
127	A One-day Technical Workshop developing logical Intelligence	19.09.2025	Academic Staff College	Principal COE
128	SAMYAK 2025-26	19.09.2025 to 20.09.2025	All HoD's and Principals	Dean R&D and Dean SD&SP
129	Motivational Class	20.09.2025	Arts HOD	Dean MHS
130	Seminar	20.09.2025	CSE HOD	Principal COE
131	College Development Committee Meeting	20.09.2025	College of Law	Principal LAW College
132	Department Development Committee Meeting	20.09.2025	All HoD's	Principal COE
133	Content Preparation For Verbal Module	20.09.2025 to 30.09.2025	CSS HOD, Director-CRT	Dean Placements & Internships

134	Blockchain (FinTech Council) – dApp Hackathon	3rd Week of Sept. 2025	SPOC Fintech Center and HODs of CSE, HOD MBA, HOD BBA	Dean SD&SP
135	Altair – Design Contest	3rd Week of Sept. 2025	SPOC Altair Center and HOD ME	Dean SD&SP
136	Second evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	3rd Week of September 2025	All HoD's and Principals	Dean SD&SP
137	INTERNAL COMPLAINTS COMMITTEE Meeting (For Students)	3rd week of September 2025	Dean (SA)	Registrar
138	ANTI RAGGING COMMITTEE Meeting (For Students)	3rd week of September 2025	Dean (SA)	Registrar
139	CRC meeting	3rd week of September 2025	All Principals	Dean R&D
140	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of September 2025	All-HODs	Principal COE
141	Interviews for Teaching and Non-Teaching Staff positions	3rd week of September 2025	All HODs	Dean F&SA
142	53rd IQAC Advisory Committee meeting	3rd week of September 2025	Dean Quality	Dean Quality
143	Letters Postage to Parents about their wards attendance and marks till test-1 for Odd Sem courses- By each department respectively	3rd week of September 2025	All Engineering HoDs	Principal COE
144	Career Awareness Session for All Y24 Admitted Students - Start ups & Entrepreneurship	3rd Week of September, 2025	All Principals, HoDs, Director CIIE	Dean SD&SP
145	Notification for Executive Council Meeting-01	3rd week of September 2025	Registrar	Registrar
146	Department Academic Committee meeting	3rd week of September 2025	All HoD's	Dean Academics
147	Call for registrations from students for Competitive exams coaching from Centre for Competitive Exams	3rd week of September 2025	Manager-Competitive exams	Dean SD&SP
148	Children's Eye Health and Safety	3rd week of September 2025	Principal (Pharmacy)	Director Life Sciences
149	Finance Committee Meeting - 01	3rd week of September 2025	Finance Officer	Registrar
150	My Story - Motivational Session by Successful Innovators	3rd Week of September 2025	HOD-MDI&E	Principal COE/Director CIIE
151	Run for a Cause-Marathon Club (Liberal Arts Club)	3rd Week of September 2025	Bikas Sharma (7515), Student Trainer	Director SAC
152	3 short Films-Film Club (Liberal Arts Club)	3rd Week of September 2025	P. Syam Sundar (5368) Asst Prof.	Director SAC
153	Workshop on Debate & Oratory-Versatales Club (Liberal Arts Club)	3rd Week of September 2025	Bikas Sharma (7515), Student Trainer	Director SAC
154	Implementation of Nutri gardening in Anganwadi's-SVR (Out Reach Club)	3rd Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
155	Community-Based Tree Care and Environmental Stewardship Program-SVR (Out Reach Club)	3rd Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
156	Adopt a Tree program with families in villagers-SVR (Out Reach Club)	3rd Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
157	Automobile Security-Cyber Security Club (Technical Club)	3rd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
158	Prompt Debugging & Testing-Prompt - o - Ventures Club (Technical Club)	3rd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
159	Ethical AI & Prompt Bias-Prompt - o - Ventures Club (Technical Club)	3rd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
160	Workshop on Major Crops in Agriculture-Agriculture Club (Technical Club)	3rd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
161	Adobe Premiere Pro Fundamentals-Design Sphere (Technical Club)	3rd Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
162	National Cholesterol Day	3rd week of September 2025	YRC	Dean SA
163	Awareness camp on Superstitious Beliefs	3rd week of September 2025	Principal-Sciences, Women's Forum	Dean SA
164	Participation of Students in All India and South Zone Inter University tournaments	3rd week of September 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA

165	Internal Complaints Committee meeting	3rd week of September 2025	Associate Dean-Grievances Cells, Committees and Forums	Dean SA
166	B Certificate awareness program(Unofficial)	3rd week of September 2025	NCC	Dean SA
167	Gabby Talks Quiz for Students	3rd Week of September 2025	CEA	Dean SA
168	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-Fine Arts	3rd week of September 2025 (Once in a Semester)	Director-Alumni/ HoD-Fine Arts	Dean SD&SP
169	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-CE & EEE	3rd week of September 2025 (Once in a Semester)	Director Alumni /HODs - CE & EEE	Dean SD&SP
170	Pre Samyak Workshops, Project Expos and Paper Presentation Week	3rd or 4th Week of Sept 2025	Director FED and Principal FED, HODs of Engg and MHS Depts, Principals/Dean MHS	Dean SD&SP
171	Skill Based Project EXPO/Competition (One Per Each Department) SAMYAK Week	3rd or 4th Week of Sept 2025	All HODs, Principals/Director FED/Dean MHS	Dean SD&SP
172	Course Meeting	23.09.2025	All CC's and all HODs	Dean Academics
173	Workshop on stock market operations	23.09.2025	HOD - Commerce	Dean MHS
174	Research Days	23.09.2025	CSE HOD	Dean R&D
175	Commencement of Remedial Class work for All UG MHS Phase-II and PG ALL Year Odd Semester	23.09.2025 (Except 1st Years)	All Principals/HoDs-MHS	Dean Academics
176	Commencement of Remedial Class work for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	23.09.2025 to 28.09.2025	All Principals / HoDs-MHS	Dean Academics
177	Commencement of Remedial Class work for B.Tech ALL Year Odd Semester	23.09.2025 to 28.09.2025	All Engineering HoD's, Principal-College of Engineering	Dean Academics
178	A Multi-Disciplinary Approach to Teaching and Skill development	23.09.2025 to 28.09.2025	Academic Staff College	Dean Academics
179	Guest Lecture to M. Sc students	24.09.2025	HOD - Chemistry	Principal Sciences
180	Daughter's Day	24.09.2025	Women's Forum	Dean SA
181	World Pharmacist Day	25.09.2025	Pharmacy Principal	Director Life Sciences
182	Industry-Academics Connect Week for B.Tech 3 Year Odd Semester	25-09-2025 to 30-09-2025	All HoDs Engg./Principal CoE	Dean Academics / Dean Placements
183	Parents Meeting	26.09.2025	College of Law	Dean MHS
184	Department research committee Meeting (Once in a month)	26.09.2025	All HODs	Dean R&D
185	In-Sem 1 Theory Exams for All UG MHS Phase-II and PG ALL Year Odd Semester	26.09.2025 to 29.09.2025	All MHS HoD's, COE (Release of Timetable)	Dean Academics
186	Sem-In-I examinations for I Pharm. D	26.09.2025 to 29.09.2025	Principal-Pharmacy, CoE	Dean Academics
187	Review on Progress of Students Opted for Semester Abroad Program	26.09.2025 to 27.09.2025	All HoD's and Principals	Dean Academics& Director IR
188	Department Website Update	27.09.2025	All HODs	Principal COE
189	Counselling reports verification by Dept Team	27.09.2025	HOD - CSE	Dean Academics
190	Alumni-Academics Connect Week for MHS II, III, IV and V years and PG (MBA and MCA) Odd Semester	29-09-2025 to 30-09-2025	MHS HoDs, Principals & Director Alumni	Dean Academics
191	RPAC meeting	30.09.2025	HOD - CHEMISTRY	Dean R&D
192	Workshop	30.09.2025	Arts HOD	Dean MHS
193	Research Diary Submission & Verification	30.09.2025	ALL HODs	Dean R&D
194	Declaration of Pre Ph.D. Examination Results	4th Week of September 2025	Controller of Examinations	Dean R&D
195	Entrepreneurship Activity	4th week of September 2025	HOD-ME	Principal COE
196	Faculty Orientation Lectures	4th week of September 2025	ALL HODs	Principals
197	Non conformance Report to all department HODs and Principal	4th week of September 2025	Dean Quality	Dean Quality
198	Non conformance Report reply from HODs to principal and principal to Dean Quality	4th week of September 2025	Principal	Principal
199	Circular for Quality Circles Faculty meeting -02	4th week of September 2025	IQAC	Dean Quality
200	Quality Circles Faculty meeting-02	4th week of September 2025	Dean Quality	Dean Quality
201	Parent portal credentials for their ward data access	4th week of September 2025	ERP In charge	Principal COE
202	Research Group meeting.	4th week of September 2025	ALL HODs	Dean R&D
203	Mid-Term review of Practice School-I for Y20 Batch B.Tech. Students	4th week of September 2025	Dean, Placements & Internships	Dean Placements & Internships

204	HOD meeting with Faculty & Staff	4th week of September 2025	All-HODs	Principals
205	Central facilities Non conformance Report to concern Dean	4th week of September 2025	Dean Quality	Dean Quality
206	Quality Circle meeting in the department for faculty	4th week of September 2025	All HODs	Dean Quality
207	Quality Circle meeting in the department for students	4th week of September 2025	All HODs	Dean Quality
208	Orientation program with MoU member Industry experts.	4th week of September 2025	HOD-CE	Principal COE
209	Professional Society Activities	4th week of September 2025	HOD - Commerce	Principal MHS
210	Parent -Teacher Association meeting in MHS department	4th week of September 2025	All MHS HoD's	Dean MHS
211	Anti Sexual Harassment Committee Meeting (For Students)	4th week of September 2025	Dean SA	Registrar
212	Grievance Redressal Committee meeting for Faculty & Staff	4th week of September 2025	Dean F&SA	Registrar
213	Review of Attendance & Progress of Syllabus coverage	4th week of September 2025	ALL HODs	Dean Academics
214	Quarterly (Jul -Sep) Report	4th week of September 2025	All HoDs, Principals	Dean Academics
215	Workshop on Hip Hop Dance-Dance Club (Liberal Arts Club)	4th Week of September 2025	U.Kanaka Prasad (3230) Dance Trainer	Director SAC
216	Workshop on Synchronization & Chords-Music Club (Liberal Arts Club)	4th Week of September 2025	K. Subramanya Raju (9409) R. Danamcary (9414)	Director SAC
217	Workshop on Glass painting Art Designs-Handicrafts (Liberal Arts Club)	4th Week of September 2025	Y. Vijaya (2434) Handicrafts Trainer	Director SAC
218	Wearable Tech: Basics of Monitoring Stress Physiology (Pulse, HR, etc.)-Safe Life Club (Out Reach Club)	4th Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
219	Pitch Perfect: Crafting the Ideal Investor Pitch-Vyuha Club (Out Reach Club)	4th Week of September 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
220	Master Figma: Build Interactive Prototypes-WebApps Club (Technical Club)	4th Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
221	From Sketch to Screen: Bridging UX to UI-WebApps Club (Technical Club)	4th Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
222	Code for Cause -1-Zero One Club (Technical Club)	4th Week of September 2025	B.Rambabu (7271), Assistant Professor	Director SAC
223	Women's Rights	4th week of September 2025	CEA	Dean SA
224	Tech Speak in KLEF (Technical Intra College Fest)	4th week of September 2025	CEA	Dean SA
225	Central facilities Non conformance Report reply to Dean Quality	4th week of September 2025	Concerned Deans	Dean-Quality
226	Awareness on atrocities against women: Sexual Harassment at work place and Domestic violence; Training on Disha app.	4th week of September 2025	Principal & HoD School of Law, Convenor (Women's forum)	Dean SA
227	Webinar on Funding Opportunities and Mentorship for Female -Led startup's	4th week of September 2025	Principal, College of Engineering (in association with CIIE), HOD CSE, Women's Forum	Dean SA
228	6-day University Level-Conduction of Hostel Premier League (Season-2)-HPL	4th week of September 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
229	Review -2 meeting for the women empowerment teams	4th week of September 2025	Women's Forum	Dean SA
230	Grievances Redressal Committee meeting(Central level)	4th week of September 2025	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
231	C Certificate awareness program (Unofficial)	4th week of September 2025	NCC	Dean SA
232	Circular for Department Audits (October month)	5th week of September 2025	Dean-Quality	Dean-Quality
233	Dean's Targets audit	5th week of September 2025	Associate Deans-Quality	Dean Quality
234	ERP Student Profile Update	Last week, September-2025	All-HODs	Principal COE
235	Cohort Audit w.r.t. Dept	Last week, September-2025	All-HODs	Principal COE

| 236 | Compliance report on Calendar of Activities to Registrar | Last Day of the Month | All Functionaries & All HoD's | Registrar |

**K L E F Deemed to be University (Vijayawada)**
**Calendar of Events for the Academic Year 2025-26**
**October-2025**
S. No.	**Event**	**Dates**	**Primary Responsibility/Conducting**	**Reporting Authority**
1	Drills Parades	October (1-4 weeks)	NCC	Dean SA
2	Awareness on Save Rainwater	October-2025	NSS	Dean SA
3	International Day of the Girl Child	October-2025	NSS	Dean SA
4	Swachh Diwali Shubh Diwali Campaign	October-2025	NSS	Dean SA
5	Plantation Gap Filling	October-2025	NSS	Dean SA
6	Rashtriya Ekta Diwas (National Unity Day)	October-2025	NSS	Dean SA
7	Rice Bowl Challenge for hunger peoples (rice collected in KLEF & distributed to orphanages)	October-2025	CEA	Dean SA
8	Fun with Science	October-2025	CEA	Dean SA
9	Dean's visit to Hyderabad campus	October-2025	ALL Deans	ALL Deans
10	Gandhi Jayanti Swatchata Programs	October-2025	NSS	Dean SA
11	Awareness on Snake bites	October-2025	NSS	Dean SA
12	Awareness on Anaemia Problems	October-2025	NSS	Dean SA
13	Call for Professor of Practice	October-2025	Director Alumni, Dean Academics, Department HODs	Registrar
14	Program on youth involvement in Agriculture-AGRICULTURE CLUB	October-2025	HoD-Agriculture	Dean MHS
15	ISO 21001:2018 Second surveillance certification	October-2025	Dean Quality	Dean Quality
16	National Level Event (Workshop)	October-2025	HOD - EEE	Dean R&D
17	Finalization of teaching loads for Even Sem of 2025-26 by departments and submission to Dean Academics	October-2025	ALL HODs	Dean Academics
18	Vigilance Awareness Week	October-2025	Dean Quality	Dean Quality
19	Proposed Guest Lecture for students on Role of IOT in Agriculture forming	October-2025	Principal & HOD-Agriculture, HOD-IoT	Dean Academics
20	Workshop - Pharmacology	October-2025	Principal (Pharmacy College)	Director Life Sciences
21	CRT training	October-2025	Director CRT	Dean IP&I
22	Skill Based Expert Talk one per month for students	October-2025	ENGG Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
23	Industry Faculty Orientation Lecture one per month for Faculty	October-2025	ENGG Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME/Director Corporate Connect/Senior Directors Industry Placements	Dean SD&SP
24	Library Advisory Committee meeting (LAC)	October-2025	Librarian	Dean P&D
25	Orientation Programme for the college of LAW	October-2025	Principal &HoD-Law college, Librarian	Librarian
26	Guest Lecture / Industry Connect / Academia Connect-Pharma Chemistry	October-2025	Principal (Pharmacy)	Director Life Sciences
27	Identifying the Potential Alumni to serve as BOS Members	October-2025	Director Alumni, Department HODs	Dean SD&SP
28	I-10 Index verification	October-2025	Dean R&D	Dean R&D
29	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	October-2025	All Principals & HOD's	Dean SD&SP
30	Workshop on Intellectual Property Rights (IPRs) and IP management for start up	October-2025	Coordinator (MSME IPFC), All Engg Depts, Principal(COE) (In collaboration with CIIE & MDI&E)	Principal COE/Director CIIE
31	Principal & Dean Academics meeting with CCs & Cohort Professor In charges and Faculty In charges	October-2025	Principal COE & Dean Academics	Dean Academics
32	Alumni-Academics Connect Week for All UG MHS Phase-II and PG 2 Year Odd Semester	once every month	MHS HoDs, Principals & Director Alumni	Dean -Academics

33	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal(COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
34	Gandhi Jayanthi & Lal Bahadur Shastri Jayanthi	02.10.2025	All HoDs, Director (SAC) & Dean SA	Registrar
35	Gandhi Jayanthi celebrations by NCC	02.10.2025	NCC	Dean SA
36	Department Advisory Meeting (Once in a month)	03.10.2025	ALL HODs	Principal COE
37	MESA - Technical Tuesday	03.10.2025	HOD-ME	Principal COE
38	Content Preparation for Verbal Module	03.10.2025 to 06.10.2025	HOD-CSS	Dean-Placements & Internships
39	Placement Training	03.10.2025 to 28.10.2025	HOD-CSS	Dean-Placements & Internships
40	Faculty Social Profile Building	04.10.2025	ALL HODs	Dean F&SA
41	Monthly Audit Report Statistics to be submitted by Departments	06.10.2025	ALL HODs	Principal COE
42	Course Meeting	06.10.2025	All Course Co-ordinators & All HODs	Principals
43	Guest Lecture	06.10.2025	HOD-Arts	Dean MHS
44	Preliminary Feedback Week on Academic Quality & TLP for All UG MHS Phase-II and PG ALL Year Odd Semester	06-10-2025 to 11-10-2025	All HoDs & Principals	Dean Academics
45	Research Days	07.10.2025	All HODs	Dean R&D
46	Faculty Global Certification End date for ODD Semester	07.10.2025	All Principals (Engineering & MHS), All HoDs	Dean SD&SP
47	Sem-In-1 Lab Examinations for II, III Pharm. D	07.10.2025 to 10.10.2025	Principal-Pharmacy, CoE	Dean Academics
48	Cynosure - Commerce fest	07-10-2025 to 08-10-2025	HOD - Commerce	Dean MHS
49	Circular for 1st Quarterly audit of Deans	1st week of October 2025	Dean Quality	Dean Quality
50	Faculty Orientation Lectures	1st week of October 2025	ALL HODs	Principals
51	1st Construction Status Review	1st week of October 2025	Director (Construction)	Director (Construction)
52	IQAC internal meeting	1st week of October 2025	Dean Quality	Dean Quality
53	Administrative Files Audit by Department Team (Once in a month)	1st week of October 2025	Department IQAC In-Charge	ALL HODs
54	Understand the anatomy of pleasure and its basic principle-Spiritual Science Club (Out Reach Club)	1st Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
55	Kala Utsav: Celebrating Young Talent-SVR (Out Reach Club)	1st Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
56	Circular for the audit of Central facilities	1st week of October 2025	IQAC	Dean Quality
57	Circular for 1st Quarterly audit of Deans	1st Week of October 2025	Dean Quality	Dean Quality
58	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-B. Arch	1st week of October 2025-(Once in a Semester)	Director-Alumni, HoD-B.Arch.	Dean SD&SP
59	LMS/ERP committee meeting	09.10.2025	ALL HODs	Dean Academics
60	Periodic Research Opportunities Exploration	09.10.2025	ALL HODs	Dean R&D
61	How To Write Paper Webinar	09.10.2025	HOD-Architecture	Principal Architecture
62	Workshops/Guest lectures / seminars committee meeting	09.10.2025	HOD - CHEMISTRY	Principal Sciences
63	Student Feedback Reflection on Preliminary Feedback for All UG MHS Phase-II and PG ALL Year Odd Semester	9-10-2025 to 14-10-2025	All HoDs, Principals	Dean Academics
64	A One-day Technical Workshop on Advances in Pharmaceutical Research	10-10-2025	Academic Staff College, Principal Pharmacy	Director Life Sciences
65	Release of Notification for Supplementary End-Sem Theory, Practical and Skill Exams for B.Tech ALL Year Odd Semester	11-10-2025	Dean Academics	Registrar
66	Closure Feedback Week on Academic Quality, Student Satisfaction & TLP for B.Tech ALL Year Odd Semester	11.10.2025 to 16.10.2025	All Engg., HoDs & Principal (COE)	Dean Academics

67	Parent-Faculty Association Meeting for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	13-10-2025 to 14-10-2025	All Principals & HoDs-MHS	Dean MHS
68	In- Semester Result Analysis Reflection for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	13-10-2025 to 14-10-2025	All Principals & HoDs-MHS	Dean Academics
69	Lab Internal Examinations with regular class work II, III MHS except B.Pharm, M.Pharm, B.Arch., B.Sc. Agri	13-10-2025 to 18-10-2025	HoD-MHS & Principals-MHS except B.Pharm, M.Pharm, B.Arch., B.Sc. Agriculture and Principals of Concerned Departments	Dean Academics
70	In-Sem Lab Exams for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	13-10-2025 to 18-10-2025	All Principals / HoDs-MHS	Dean Academics
71	In-Sem Lab Exams for B.Tech ALL Year Odd Semester	13-10-2025 to 18-10-2025	All HODs of Engg. & Principal (COE), Controller of Examinations (Release of Timetable)	Dean Academics,
72	Lab Internal Examinations with regular class work I, II, III, IV B.Pharm	13-10-2025 to 18-10-2025	HOD/Principal-College of Pharmacy	Dean Academics
73	Sem-In-I Lab examinations for I M. Pharmacy	13-10-2025 to 18-10-2025	HOD/Principal-College of Pharmacy	Dean Academics
74	Commencement of Remedial Class work for all PG all Year Odd Semester	14.10.2025 (1st Years)	All Principals & HoDs-MHS	Dean Academics
75	Academic Counselling Week for Engg II, III, IV & MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	2nd week of October 2025	All Principals & All HoDs (Both Engg & MHS)	Dean Academics
76	Academic Counselling Week for FED & MHS I year	2nd week of October 2025	All concerned Principals & HODs (FED, Agri, Arch, Law, Pharmacy, Arts, Fine Arts, Commerce, BBA, BCA & Food technology	Dean Academics
77	Red Hat Academy – Linux-Kernel Module Sprint	2nd Week of Oct. 2025	SPOC Redhat Center and HODs of CSE, HOD CS&IT, HOD AI&DS	Dean SD&SP
78	Dassault Systèmes – Digital-Twin Prototype Jam	2nd Week of Oct. 2025	SPOC Dassault Center and HOD ME	Dean SD&SP
79	HoD meeting with Faculty & Staff	2nd week of October 2025	ALL HODs	Principals
80	5 Days Refresher Program	2nd week of October 2025	HOD-CE	Principal COE
81	Three days program for Non Teaching staff	2nd week of October 2025	HOD-CE	Academic Staff College
82	Parent - Teacher Meeting	2nd week of October 2025	HOD-Commerce	Dean MHS
83	Library Books Purchases and Planning for Even Semester	2nd week of October 2025	Librarian	Dean P&D
84	Finalization of Teaching Staff Medical Insurance applicants	2nd week of October 2025	Dean F&SA	Dean F&SA
85	SC / ST/ Minority / OBC Cell Meeting	2nd week of October 2025	Dean SA	Registrar
86	Dean's office Audit on 1st Quarter (2025-26)	2nd week of October 2025	Dean Quality	Dean Quality
87	Quarterly (2025-26) audit Non conformance Report to concerned Deans	2nd week of October 2025	Dean Quality	Dean Quality
88	Executive Council Meeting-01	2nd week of October 2025	Registrar	Registrar
89	Awareness on Safe Mobile Use and Training Session-SVR (Out Reach Club)	2nd Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
90	Workshop on Mental Wellness and Stress Management-SVR (Out Reach Club)	2nd Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
91	International Infection Prevention Week by YRC	2nd week of October 2025	YRC coordinator	Dean SA
92	Awareness program on Breast cancer	2nd week of October 2025	Convener-Women's Forum	Dean SA
93	Seminar on Apps that ensure Women Safety	2nd week of October 2025	Principal-School of Architecture, HOD-BFA, Women's Forum	Dean SA
94	Awareness Program on Diabetes	2nd week of October 2025	Principal-Pharmacy, Women's Forum	Dean SA
95	Guest Lecture related to Sports-Certificate Course for students	2nd week of October 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA

96	Cyber Crime. Awareness on Cyber Crime for nearest Inter & Degree college Students.	2nd week of October 2025	CEA	Dean SA
97	Swachh hi Seva (Series of Programs) by NCC	2nd week of October 2025	NCC	Dean SA
98	Girl Safety Awareness Program and Self Defence Training	2nd week of October 2025	NCC	Dean SA
99	Deans' offices Audit on 1st Quarter (2025-26)	2nd Week of October 2025	Dean Quality	Dean Quality
100	Audit of Departments	2nd & 3rd Weeks, October 2025	Dean Quality	Dean Quality
101	Audit of Central facilities	3rd & 4th Weeks, October 2025	Dean Quality	Dean Quality
102	Internal Financial audit	15.10.2025	Finance Officer	Registrar
103	Workshop on nutrition, healthy eating habits.	16.10.2025	Principal-Pharmacy	Dean SA
104	ERP Audit for Research/Profile/Leaves	18.10.2025	ALL HODs	Dean F&SA
105	Parents Meeting for 4th Years	18.10.2025	All HoDs of Engineering, B.Pharm, Architecture	Principals (Engineering, B.Pharm, Architecture)
106	Organizing Seminar/Workshop/conference	20.10.2025	HOD - CHEMISTRY	Dean R&D
107	Lab monitoring committee	20.10.2025	HOD - CHEMISTRY	Principal Sciences
108	CSRG Seminar	20.10.2025	HOD-ECE	Dean R&D
109	Webinar by Faculty	20.10.2025	HOD - CSE	Principal COE
110	Orientation Programme on DATA SCIENCE	20.10.2025	All Principals	Dean Academics
111	Koneru Lakshmaiah memorial Third All India Moot Court Competition	18.10.2025 to 20.10.2025	HOD-College of Law	Dean MHS
112	MESA - Social Saturday	10/21/2025	HOD-ME	Principal COE
113	Department Day	10/21/2025	All HODs	Principal COE
114	A 5-day FDP on Teaching Automotive Electronics	21-10-2025 to 25-10-2025	Academic Staff College	Principal COE
115	Lab Internal Examinations with regular class work II, III, IV, V BBA-LLB, II, III LLB	21-10-2025 to 26-10-2025	Principal & HoD (Law), HoD-BBA	Dean Academics
116	Celonis – Process-Mining PoC Hack	3rd Week of Oct. 2025	SPOC Celonis Center and HODs of CSE	Dean SD&SP
117	Apple – Swift Academy – iOS Prototype Sprint	3rd Week of Oct. 2025	SPOC Apple Center and HODs of CSE	Dean SD&SP
118	Submission of performance & Academic outcomes on University activity monitoring portal	3rd week of October 2025	Registrar	Registrar
119	Sponsored Research Projects review week for JRF's	3rd week of October 2025	Dean-R&D	Dean R&D
120	Two day Workshop on 3D Special Effects	3rd week of October 2025	HOD-Fine Arts	Dean MHS
121	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of October 2025	All-HODs	Principal COE
122	Session on Problem Solving and Ideation Workshop	3rd week of October 2025	HOD-MDI&E & CEO KL-ACIC	
123	Alumni-Academics Connect Week for B.Tech 3 Year Even Semester	3rd week of October 2025	All Engg-HoDs, Principal (COE), Director Alumni	Dean Academics
124	National Innovation Day	3rd week of October 2025	HOD-MDI&E	Dean R&D
125	Competitions on Cultural Quiz on Local History & Traditions-SVR (Out Reach Club)	3rd Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
126	Awareness on Livestock Productivity Enhancement-SVR (Out Reach Club)	3rd Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
127	Girl Child Education Awareness program Rally	3rd week of October 2025	NCC	Dean SA
128	Participation of Students in All India and South Zone Inter University tournaments	3rd week of October 2025	Physical Education HOD, Assoc. Dean-Sports & Games	Dean SA
129	Conduction of Skilling Exam in CC	3rd week of October 2025	Physical Education HOD, Assoc. Dean-Sports & Games	Dean SA
130	Women's Forum Monthly meeting	3rd week of October 2025	Women's Forum	Dean SA
131	Self Defence Training to outside students by NCC cadets	3rd week of October 2025	NCC	Dean SA
132	Girl Child Education Awareness program Rally	3rd week of October 2025	NCC	Dean SA
133	Quarterly 2025-26 audit Non conformance Report to concern Deans	3rd Week of October 2025	Dean Quality	Dean Quality

134	Skill assements by experts from relevant skill Academies to be planned and Conducted between	3rd and 4th week of Oct, 2025	All Principals & HOD's	Dean SD&SP
135	CSE DRC Meeting (Once in a month)	10/22/2025	HOD - CSE	Dean R&D
136	NTRG Seminar	22.10.2025	HOD-ECE	Dean R&D
137	Third evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	22.10.2025 to 25.10.2025	All HoD's and Principals	Dean SD&SP
138	Last Date to upload Social Immersive Learning Proofs in ERP for B.Tech ALL Year Odd Semester	25-10-2025 to 15-11-2025	All Engg HoDs, Principals(COE)	Dean Academics
139	Multi International Conference on Internet of Everything and Quantum Information Processing	25-10-2025 to 26-11-2025	CIRG and IoT research groups , HoD-CSE, Dr. K. Bhanu Prakash, Assoc. Dean R&D, Dr. T. K. Rama Krishna Rao, Principal-COE	Dean R&D
140	Sem-In-I Examinations for I M. Pharm	26.10.2025 to 28.10.2025	Principal-Pharmacy, Controller of Examinations (Release of Timetable)	Dean Academics
141	MERG Seminar	28.10.2025	HOD-ECE	Dean R&D
142	Release of Notification for Sem-End Theory, LAB and Skill end for All UG MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	28.10.2025	COE	Dean Academics
143	Dept Counselling Committee Meeting	30.10.2025	ALL HODs	Dean Academics
144	Classwork commencement for II-B.Sc.-Agriculture	30.10.2025	Director & HOD-Agriculture	Dean Academics
145	Research Diary Submission & Verification	30.10.2025	ALL HODs	Dean R&D
146	Department Website Update	30.10.2025	All HoDs	Dean Academics
147	Guest Lecture to M. Sc (Chemistry) students	30.10.2025	HOD - CHEMISTRY	Principal Sciences
148	1st Stock Verification (HVAC, Fire, Lift, Electrical Appliances and Electrical Projects, Construction)	4th week of October-2025	Dean-P&D	Dean P&D
149	Organizing professional Society related activity - One in each semester	4th week of October-2025	ALL HODs	All Principals
150	Department Library Committee Meeting	4th week of October-2025	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
151	Counselling Report Verification by Department Team (Once in a month)	4th week of October-2025	ALL HODs	Dean Academics
152	Professional Society Related Activity	4th week of October-2025	HOD-ME	Principal COE
153	Non conformance Report to all department HODs and Principal & Principals to Dean Quality	4th week of October-2025	All Principals	Dean Quality
154	KL Panorama- kl newsletter-Quarterly	4th week of October-2025	Associate Dean-Publishing	Registrar
155	Research group meeting	4th week of October-2025	ALL HODs	Dean R&D
156	Circular for effective quality mandate of UGC	4th week of October-2025	Dean Quality	Registrar
157	Verification on Academic counselling activity and sending report to Dean Academics	4th week of October-2025	All HODs	Dean Academics
158	Central facilities Non conformance Report to concern Dean	4th week of October-2025	Dean Quality	Dean Quality
159	Quality Circle meeting in the department for faculty	4th week of October-2025	All HODs	Dean Quality
160	Quality Circle meeting in the department for students	4th week of October-2025	All HODs	Dean Quality
161	Circular for Quality Circles Students Meeting-02	4th week of October-2025	Dean Quality	Registrar
162	Quality Circles Students meeting-02	4th week of October-2025	Dean Quality	Dean Quality
163	Sending Feedback from Quality Circles-students to the concerned Deans	4th week of October-2025	Dean Quality	Dean Quality
164	1st Quarterly audit Non conformance Report reply to Dean Quality	4th week of October-2025	All Deans (Except MHS)	Dean Quality
165	Workshop on IPR	4th week of October-2025	KLIPFC	Director CIIE
166	Grievance Redressal Committee meeting for Faculty & Staff	4th week of October-2025	Dean (F&SA)	Registrar
167	Pitch Polishing & Future Possibilities-Safe Life Club (Out Reach Club)	4th Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC

168	Design Thinking for Entrepreneurs-Vyuha Club (Out Reach Club)	4th Week of October 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
169	Gender Sensitization -Awareness Program	4th week of October-2025	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
170	Central facilities Non conformance Report reply to Dean Quality	4th week of October-2025	Concerned Deans	Dean-Quality
171	Motivational talk by Armed/ Paramilitary/Navy and Police forces	4th week of October-2025	NCC Coordinator	Dean SA
172	Non conformance Report reply from HODs to principal and principal to Dean-Quality	4th week of October-2025	All Principals	All Principals
173	Quarterly (2025-26) audit Non conformance Report reply to Dean Quality	4th Week of October 2025	All Deans ecxcept Dean (MHS)	Dean-Quality
174	Circular for Department Audits (November month)	5th week of October 2025	Dean-Quality	Dean-Quality
175	Dean's Targets audit	5th week of October 2025	Associate Deans-Quality	Dean-Quality
176	Department Development Committee Meeting	Last week of October-2025	ALL HODs	Respective Principals
177	Review of Attendance & Progress of Syllabus coverage	Last week of October-2025	ALL HODs	Dean Academics
178	Cohort Audit w.r.t. Dept	Last week of October-2025	All-HODs	Principal COE
179	Compliance report on Calendar of Activities to Registrar	Last Working Day of the Month	All Functionaries & All HoD's	Registrar

K L E F Deemed to be University (Vijayawada)
Calendar of Events for the Academic Year 2025-26
November-2025

S. No.	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
1	Drills Parades	November(1-4 weeks)	NCC	Dean SA
2	Awareness on Good & Bad Touch	November/2025	NSS	Dean SA
3	National Cancer Awareness Day	November/2025	NSS	Dean SA
4	Dean's visit to Hyderabad campus	November/2025	ALL Deans	All Deans
5	1. Self Defence Training for girl students in Z. P. Schools 2. Pusthakdan. Distribution of old Note Books to orphanages, Govt. School students.	November/2025	CEA	Dean SA
6	World Diabetes Day	November/2025	NSS	Dean SA
7	Constitution Day of India	November/2025	NSS	Dean SA
8	Motivational Session by Successful Entrepreneur/Start-up founder/Innovation Ambassadors	November/2025	HoD (MBA, BBA, BCA, Commerce), (In collaboration with CIIE & MDI&E)	Dean Academics
9	National Level Event (Seminar)	November/2025	HOD - EEE	Principal COE
10	59th National Pharmacy Week	November/2025	Principal Pharmacy	Director Life Sciences
11	Guest Lecture - Pharm D	November/2025	Principal Pharmacy	Director Life Sciences
12	Consultancy will be taken care by R&D, Social Entrepreneur will be processed by Skill Centre	November/2025	Dept ME	Dean R&D
13	The Training and certification for faculty	November/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME including KLH AZ & Bowrampet	Dean SD&SP
14	Skill Based Expert Talk one per month for students	November/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
15	Industry Faculty Orientation Lecture one per month for Faculty	November/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
16	Celebration of National Library Week	November/2025	Librarian	Dean P&D
17	Notification for BOOKS PURCHASE-EVEN Semester	November/2025	Librarian	Dean P&D
18	Orientation Programme for all faculty/annual refresher training (1week minimum)	November/2025	Principal-ASC	Dean Academics
19	FDPs	November/2025	All Engg and MHS HODs	Dean Academics
20	A Five-day workshop on research proposal writing for faculty members	November/2025	HOD-IRD & ASC	Dean R&D
21	Departmental Association Activities (Once in 2 weeks)	Once in a Month	All HODs	Principal COE
22	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal-COE, HoD BES I and Principal FED, HoDs BCA, MCA & Principal Sciences	Dean SD&SP
23	Last Date to Pay End-Sem Exam Fee with Penalty for B.Tech ALL Year Odd Semester	01.11.2025	COE	Dean Academics
24	Last Date to Pay End-Sem Exam Fee without Late Payment Penalty Theory, Practical and Skill Exams for B.Tech ALL Year Odd Semester	01.11.2025	COE	Dean Academics
25	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	01-11-2025	All Principals/ HODs	Dean SD&SP
26	Last Date to Pay End-Sem Exam Fee without Late Payment Penalty for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	01.11.2025	All Principals/HoDs-MHS/COE	Dean Academics
27	Department Advisory Meeting (Once in a month)	03.11.2025	ALL HODs	Principal COE
28	HR Requirements Preparation	03.11.2025	ALL HODs	Dean F&SA
29	Departmental talk	03.11.2025	HOD - CSE	Dean R&D
30	CSRG Guest Lecture	08.11.2025	HOD-ECE	Dean R&D
31	Industry-Academics Connect Week for All UG MHS Phase-II and PG 2 Year Odd Semester	03-11-2025 to 04-11-2025	MHS HoDs, Principals	Dean MHS
32	Final Evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	03-11-2025 to 08-11-2025	All HoDs, Principals, Dean MHS	Dean SD&SP
33	Registration Status Review for the Students Opted for Semester Abroad Program	03.11.2025 to 08.11.2025	All HoDs, Principals	Dean - Academics

34	Faculty Social Profile Building	04.11.2025	All HODs	Dean F&SA
35	Course Meeting	04.11.2025	All HODs	Dean Academics
36	Release of Notification for Sem-End Theory, LAB and Skill end for All UG MHS Phase-II and PG ALL Year Odd Semester	04.11.2025	Controller of Examinations (Release of Timetable)	Dean Academics
37	NTRG Guest Lecture	04.11.2025	HOD-ECE	Dean R&D
38	Project / Internship Expo & Final Review for B.Tech 4 Year Odd Semester	04-11-2025 to 06-11-2025	All Engg-HoDs, Principal(COE)	Dean Academics
39	A 5-day FDP on Advanced technical tools for research	04-11-2025 to 08-11-2025	Academic Staff College	Dean R&D
40	In-Sem Lab Exams for All UG MHS Phase-II and PG ALL Year Odd Semester	04-11-2025 to 09-11-2025	All Principals & HoDs-MHS	Dean Academics
41	Counselling report for slow learners and backlog students	04.11.2025 to 09.11.2025	All HoD's & All Principals	Dean Academics
42	Monthly Audit Report Statistics to be submitted by Departments	05.11.2025	All HODs	Principal COE
43	Sir C. V. Raman Birthday	07-11-2025	All Engineering HODs	Principal COE
44	Ansys – Multiphysics Simulation Sprint	1st Week of Nov. 2025	SPOC Ansys Center and HOD ME	Dean SD&SP
45	Automation Anywhere – RPA Mini-Hack	2nd Week of Nov. 2025	SPOCAutomation AnywhereCenter and HODs of CSE	Dean SD&SP
46	Workshop - Chemistry	1st week of November 2025	HOD-Chemistry	Principal Sciences
47	Exposure and field visit for problem identification	1st week of November 2025	HOD-MDI&E	Principal COE/Director CIIE
48	External Audit Report	1st week of November 2025	Finance Officer	Registrar
49	Faculty Orientation Lectures	1st week of November 2025	All HODs	Principal COE
50	HoD meeting with Faculty & Staff	1st week of November 2025	All HODs	Principals
51	Administrative Files Audit by Department Team (Once in a month)	1st week of November 2025	Department IQAC In-Charge	ALL HODs
52	1st Stock Verification (Water and Waste Management	1st week of November 2025	Dean - Planning & Development	Dean P&D
53	Department Academic Committee Meeting	1st week of November 2025	ALL HODs	Dean Academics
54	IQAC internal meeting	1st week of November 2025	Dean - Quality	Dean Quality
55	Internal Funding Projects reviews	1st week of November 2025	Dean - Research & Development	Dean R&D
56	Circular for audit of Central facilities	1st week of November 2025	IQAC	Dean Quality
57	Stakeholders Feedback	1st week of November 2025	All HoD's, All Principals	Dean Academics
58	Ph.D. Admissions Notification	1st week of November 2025	Dean R & D	Registrar
59	Campus Placement Drive - Season - 2 (for Engineering)	1st week of November 2025	Dean-Placements & Internships	Dean-Placements & Internships
60	World Quality Day events (Quiz / essay competitions, etc.)	1st week of November 2025	Dean - Quality	Dean Quality
61	Practice for All India and South Zone Inter University Tournaments	1st week of November 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
62	Participation of Students in All India and South Zone Inter University tournaments	1st week of November 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
63	Clean and Green Program	1st week of November 2025	NCC- Girls	Dean SA
64	LMS/ERP committee meeting	08.11.2025	All HODs	Dean Academics
65	Postage of Letters to Parents about their wards' Marks & Attend.	10.11.2025	All HODs	Principal COE
66	MERG Guest Lecture	10.11.2025	HOD-ECE	Dean R&D
67	Sem In - II Theory Examinations II B.Pharm, M.Pharm	10.11.2025 to 15.11.2025	Principal (Pharmacy) Controller of Examinations (Release of Timetable)	Dean Academics
68	Sem-In-II Examinations for II and III Pharm. D	10.11.2025 to 15.11.2025	Principal-Pharmacy, CoE	Dean Academics
69	In-Sem 2 Theory Exams for MHS II, III, IV and V Years and PG (MBA and MCA) Odd Semester	10.11.2025 to 15.11.2025	All Principals, HoDs-MHS	Dean Academics
70	In-Sem 2 Theory Exams for B.Tech ALL Year Odd Semester	10.11.2025 to 15.11.2025	All HODs of Engg. & Principal (COE) and Dean Academics, COE (Release of Timetable)	Dean Academics
71	In-Sem Makeup Exams* for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	10.11.2025 to 15.11.2025	All Principals /HODs - MHS, All MHS HoD's, Dean -Academics, and COE (Release of Timetable)	Dean Academics
72	Lab Internal Exam (MHS-2nd and 3rd years)	10-11-2025 to 15-11-2025	Principal/HODs- MHS	Dean Academics
73	Guest lecture	11.11.2025	HOD - ARTS	Dean MHS
74	Workshops/ guest lectures / seminars committee meeting	11.11.2025	HOD - CHEMISTRY	Principal Sciences
75	Works shop on Excel/Programming	11.11.2025	All HOD's	Academic Staff College
76	Training Programme on effective use of Technology and Teaching Resources including certain online sources.	11.11.2025	Dept. of Arts	Dean Academics

77	Release of Notification for Supplementary End-Sem Theory, Practical and Skill Exams for MHS Phase-II and PG 4 Year Odd Semester	11.11.2025	COE	Dean Academics
78	A 5-day FDP on Game Design and Gaming	11-11-2025 to 15-11-2025	Academic Staff College	Dean Academics
79	Last Date to upload Social Immersive Learning Proofs in ERP for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	11.11.2025 to 16.11.2025	All Principals /HODs - MHS	Dean Academics
80	Last Instruction day for I, II, III, IV B. Pharmacy	11/12/2025	Principal (Pharmacy)	Dean Academics
81	Guest Lecture	12.11.2025	HOD-Commerce	Dean MHS
82	Last Instruction day for II, III, IV, V BBA-LLB, II, III LLB	11/12/2025	Principal/HoD-Law	Dean Academics
83	Last Instruction day for IV B.Tech	11/12/2025	All Engg. HoD's, Principal (COE)	Dean Academics
84	Last Instruction day for II M.Pharm	11/12/2025	Principal (Pharmacy)	Dean Academics
85	Submission of Detention & Condoned students list II B.Pharm, M.Pharm	13.11.2025	Principal (Pharmacy) and Controller of Examinations	Dean Academics
86	Submission of Detention & Condoned students list	13.11.2025	All Engg. HoD's, Principal (COE)	Dean Academics
87	Declaration of Detention Lists & Issue of End-Sem Hall Tickets for B.Tech ALL Year Odd Semester	13.11.2025	All Engg. HoDs, Principals(COE)	Dean Academics
88	Declaration of Detention Lists & Issue of End-Sem Hall Tickets for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	13.11.2025	All Principals /HODs - MHS	Dean Academics
89	World Quality Day celebrations	13.11.2025	Dean Quality	Dean Quality
90	In- Semester Result Analysis Reflection for All UG MHS Phase-II and PG ALL Year Odd Semester	13.11.2025 to 18.11.2025	All HoDs, Principals	Dean Academics
91	Sem-In-I Lab examinations for I Pharm. D	13.11.2025 to 18.11.2025	Principal-Pharmacy, CoE	Dean Academics
92	Academic Audit - In Semester for All UG MHS Phase-II and PG ALL Year Odd Semester	13-11-2025 to 18-11-2025	All HoDs, Principals	Dean Academics
93	Submission of Detention & Condoned students list I, II, III, IV B. Pharmacy	13.11.2025 (All Years Except 1st year) 24.11.2025 (1st Year)	Principal (Pharmacy)	Dean Academics
94	Lab monitoring committee	14.11.2025	All HoDs	Dean Academics
95	Extension Activity	14.11.2025	CEA coordinator	Dean SA
96	World Diabetics Day celebrations by NSS	14.11.2025	NSS Coordinator	Dean SA
97	Google – AI/ML Google-Cloud Challenge	2nd Week of Nov. 2025	SPOC Google Center and HODs of CSE, HOD CS&IT, HOD AI&DS	Dean SD&SP
98	BluePrism – Enterprise RPA Challenge	2nd Week of Nov. 2025	SPOC Blueprism Center and HODs of CSE	Dean SD&SP
99	Academic Counselling Week for Engg II, III, IV & MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	2nd week of November 2025	All Principals & All HoDs (Both Engg & MHS)	Dean Academics
100	Academic Counselling Week for FED & MHS I year	2nd week of November 2025	All concerned Principals & HODs (FED, Agri, Arch, Law, Pharmacy, Arts, Fine Arts, Commerce, BBA, BCA & Food technology	Dean Academics
101	Special Call for PhD admissions for Alumni-Second Call	2nd week of November 2025	Director-Alumni/Dept Coordinators	Dean R&D
102	Awareness Program on Malnutrition.	2nd Week of November 2025	Principal-Pharmacy & Women's Forum	Dean SA
103	trekking	2nd Week of November 2025	NCC	Dean SA
104	All stakeholders Feedback report and action taken report -Placing in the website	2nd Week of November 2025	All HODs	Dean Academics
105	Last date of sharing Feedback Report with HoDs	2nd Week of November 2025	Dean Academics	Dean Academics
106	Notification for BoS meeting	2nd Week of November 2025	All HODs	Dean Academics
107	1st Stock Verification (Systems and Hardware and Network)	2nd Week of November 2025	Dean - Planning & Development	Dean P&D
108	International Conference Poster Release	2nd Week of November 2025	All HODs	Dean R&D
109	World Antibiotic Awareness Week	2nd Week of November 2025	Principal-Pharmacy	Director-Life Sciences
110	Fire Mock Drill for Teaching & Non Teaching Staff	2nd Week of November 2025	Dean-P&D	Dean P&D
111	Formation of Committee for release of List of Holidays for Calendar Year 2026	2nd Week of November 2025	Registrar	Registrar
112	SC / ST/ Minority / OBC Cell Meeting	2nd Week of November 2025	Dean SA	Registrar
113	Grievance Redressal Committee Meeting (For Students)	2nd Week of November 2025	Dean SA	Registrar

114	DAC Meeting & Stakeholder feedback Analysis and ATR	2nd Week of November 2025	All HoD's, All Principals	Dean Academics
115	National Entrepreneurship Day	2nd Week of November 2025	HOD-MDI&E	Dean R&D
116	National Education Day	2nd Week of November 2025	HOD-MDI&E	Dean R&D
117	Audit of Departments	2nd & 3rd weeks of November 2025	Dean Quality	Dean Quality
118	Audit of Central facilities	2nd & 3rd Week, November 2025	Dean Quality	Dean Quality
119	Counseling Report Verification by Department Team (Once in a month)	15.11.2025	HOD - CSE	Dean Academics
120	ERP Audit for Research/Profile/Leaves	15.11.2025	All HoDs	Dean F&SA
121	Training Programme on universal human values	15.11.2025	Dean(MHS), Dept. of BCA	Dean Academics
122	Faculty and student orientation Programme on Legal Aspects in Modern Business	15.11.2025	Dean(MHS), DEPT BBA, Principal-Law	Dean Academics
123	Semester Grand Hackathon for B.Tech 2 Year Odd Semester	15-11-2025 to 17-11-2025	All Engg-HoDs, Principal-COE	Dean Academics
124	Guest Lecture on Media Laws- National Press Day (Tentatively)	11/17/2025	HOD-College of Law	Dean MHS
125	College Level Committee Meetings(Library, Sports, Canteen, etc.)	11/17/2025	HOD-College of Law	Dean MHS
126	SPRG Guest Lecture	19.11.2025	HOD-ECE	Dean R&D
127	Last Date to Apply & Pay Makeup Exam Fee for B.Tech ALL Year Odd Semester	11/17/2025	All Engg-HoDs, Principal-COE	Dean Academics
128	Last Date to upload Social Immersive Learning Proofs in ERP for B.Tech ALL Year Odd Semester	11/17/2025	All Engg. HoDs, Principal-COE	Dean Academics
129	Last Date to upload Social Immersive Learning Proofs in ERP for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	11/17/2025	All Principals, HODs - MHS	Dean Academics
130	End-Sem Theory, Practical & Skill Exams for B.Tech ALL Year Odd Semester	17.11.2025 to 30.11.2025	All Engg. HoDs, Principal-COE and Dean Academics	Dean Academics
131	End-Sem Theory, Practical & Skill Exams for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Odd Semester	17.11.2025 to 30.11.2025	All Principals /HODs - MHS	Dean Academics
132	Sem End Theory and LAB Examinations II B.Pharm, M.Pharm	17.11.2025 to 30.11.2025	Principal-Pharmacy, Dean-Academics and Controller of Examinations	Dean Academics
133	Parent-Faculty Association Meeting for All UG MHS Phase-II and PG ALL Year Odd Semester	17-11-2025 to 18-11-2025	All HoDs, Principals	All Principals
134	Motivational Session with IAS Officers	19.11.2025	HOD - ARTS	Dean MHS
135	Webinar by Faculty	19.11.2025	HOD - CSE	Principal COE
136	Semester Reflection Week for B.Tech ALL Year Odd Semester	20-11-2025 to 25-12-2025	All Engg-HoDs, Principal-COE	Dean Academics
137	CRC meeting	3rd week of November 2025	All Principals	Dean R&D
138	Stock Verification (ICT, ET, Furniture) (Odd and Even Semester)	3rd week of November 2025	Dean - Planning & Development	Dean P&D
139	Academic research review week by Full time Scholars	3rd week of November 2025	Dean - Research & Development	Dean R&D
140	Evaluation Reforms - Faculty Training – OBE – 'A Design Down" process	3rd week of November 2025	All HoD's, All Principals, ASC	Dean Academics
141	Evaluation Reforms -Analysis of students grievances pertaining to Examinations & Evaluation - Brainstorm meeting	3rd week of November 2025	All HoD's, All Principals, ASC	Dean Academics
142	MULYAPRAVAH: One week Workshop and training programmes on human values and professional ethics with assessment and certification (to Faculty & Staff)	3rd week of November 2025	All HoD's, All Principals, ASC	Dean Academics
143	Stock Verification of Garden, General maintenance & Housekeeping	3rd week of November 2025	Dean-P&D	Dean P&D
144	Cisco Networking Academy – Network Security CTF	3rd Week of Nov. 2025	SPOC Cisco Center and HODs of CSE, HOD ECE	Dean SD&SP
145	Commencement of Phase - II of Higher Education coaching	3rd week of November 2025	Manager- Competitive Exams	Dean SD&SP
146	Internal Complaints Committee Meeting (For Students)	3rd week of November 2025	Dean SA	Registrar
147	Anti Ragging Committee Meeting (For Students)	3rd week of November 2025	Dean SA	Registrar
148	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of November 2025	All-HODs	Principal COE
149	Notification for Academic Council Meeting - 02	3rd week of November 2025	Dean Academics	Registrar

150	Organize an Inter/Intra Institutional Idea Competition/Challenge/Hackathon and Reward Best Ideas.	3rd week of November 2025	1. Multi Disciplinary Innovation & Entrepreneurship dept (HOD-MDI&E) 2. CEO, Atal Community Incubation center (KL-ACIC) 3. KL- Technology Incubator	Principal COE/Director CIIE
151	Internal Complaints Committee meeting	3rd week of November 2025	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
152	Prevention of Sexual Harassment Awareness Program	3rd week of November 2025	Convenor Women's Forum	Dean SA
153	Certificate Course Results preparation and Submission to Departments	3rd week of November 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
154	Awareness Programme on E-waste management in Z.P. High Schools	3rd week of November 2025	CEA	Dean SA
155	Women's Forum Monthly meeting	3rd week of November 2025	Women's Forum	Dean SA
156	NCC day Online quiz	3rd week of November 2025	NCC	Dean SA
157	Clean and Green Program	3rd week of November 2025	NCC	Dean SA
158	TLP Academic Audit-II	3rd week of November 2025(Engineering) 4th week of November(MHS)	Dean-Academics	Dean Academics
159	Current Trends in Drug Discovery Development & Delivery (CTD4-2025)	3rd &4th week of November-2025	Principal (Pharmacy) Dr. Buchi Naidu Nalluri Dr. Manikanta M	Dean MHS
160	International Conference on 'Technology enabled teaching of English language and literature'	3rd & 4th weeks of November-2025	HoD-English Department, TLRG Dr B Siva Nagaiah Dr M Raja Ambedkar & Dr M Sandra Caramel Sophia	Dean R&D
161	Lab development committee meeting	25.11.2025	All HODs	Dean P&D
162	Last instruction day for I M. Pharmacy	25.11.2025	Principal-Pharmacy	Dean Academics
163	Declaration of Detention Lists & Issue of End-Sem Hall Tickets for All UG MHS Phase-II and PG ALL Year Odd Semester	25.11.2025	All HoDs, Principals	Dean Academics
164	Student Feedback Reflection on End Semester Feedback for B.Tech ALL Year Odd Semester	25.11.2025 to 30.11.2025	All Engg-HoDs, Principal-COE	Dean Academics
165	Student Feedback Reflection on End Semester Feedback for MHS II, III, IV& V years and PG (MBA and MCA) Odd Semester	25-11-2025 to 30-11-2025	Principal/HODs- MHS	Dean Academics
166	Inter Departmental Visit	25.11.2025 to 30.11.2025	All HODs	Principal COE
167	Student Feedback Reflection on End Semester Feedback for B.Tech ALL Year Odd Semester	25.11.2025 to 30.11.2025	All Engg-HoDs, Principal-COE	Dean Academics
168	Samvidhan Diwas Celebrations	26.11.2025	HOD-College of Law	Dean MHS
169	Sem-In-II Examinations for I M. Pharmacy	26.11.2025 to 28.11.2025	Principal-Pharmacy, CoE	Dean Academics
170	In-Sem 2 Theory Exams for All UG, MHS Phase-II and PG All Year Odd Semester	26.11.2025 to 28.11.2025	All HoDs, Principals COE (Release of Timetable)	Dean Academics
171	Sem-In Test-II	26-11-2025 to 28-11-2025	HOD - Fine Arts, Controller of Examinations (Release of Timetable)	Dean MHS
172	CSE DRC Meeting (Once in a month)	28.11.2025	HOD - CSE	Dean R&D
173	SIP for the AY 2019-2025 BBA. LL.B	28.11.2025	HOD-College of Law, BBA	Dean MHS
174	R&D Meeting	28.11.2025	All HODs	Dean R&D
175	Department Website Update	29.11.2025	All HODs	Principal COE
176	Research Group Meetings	29.11.2025	All HODs	Dean R&D
177	Research Diary Submission & Verification	29.11.2025	ALL HODs	Dean R&D
178	In-Sem Makeup Exams for All UG MHS Phase-II and PG ALL Year Odd Semester	29.11.2025 to 30.11.2025	All MHS HoD's and COE (Release of Timetable)	Dean Academics
179	Two day Workshop on bio Mechanics of 3D Character	29-11-2025 to 30-11-2025	HOD-Fine Arts	Dean MHS
180	Student Satisfaction Survey (SSS) from selected students	29-11-2025 to 04-12-2025	All HoDs, Principals	Dean Academics
181	In-Sem Makeup Exams for B.Tech All Year Odd Semester	29.11.2025 to 30.11.2025 (First Year) 21.11.2025 to 23.11.2025 (For II, III and IV Year)	All Engg. HoDs, Principal-COE, COE (Release of Timetable)	Dean Academics
182	Academic Pathway Planning (CBCS) Week for Students & Parents for MHS II, III, IV & V years and PG (MBA and MCA) Even Semester	29.11.2025 to 05.12.2025	All Principals & HoDs-MHS	Dean Academics
183	Submission of Semester End Report	29.11.2025	HOD - ME	Dean Academics

184	Last Date to Complete Student Global Certifications	29.11.2025	All Principals/ HODs	Dean SD&SP
185	Industry-Academics Connect Week for All UG MHS Phase-II and PG 2nd Year Odd Semester	29-11-2025 to 2-12-2025	HoDs-MHS	Dean MHS
186	Semester Readiness Program for A. Y. 2025-25 Even Semester	4th week of November 2025	Dean - Academics	Dean Academics
187	Final review of Practice School-I for Y21 Batch B.Tech. Students	4th week of November 2025	Dean-Placements & Internships	Dean-Placements & Internships
188	BOS Meeting	4th week of November 2025	All HoDs	Dean Academics
189	Stock Verification (Laboratories) by the end of Odd and Even Semesters	4th week of November 2025	Dean - Planning & Development	Dean P&D
190	Non conformance Report reply from HODs to principal and principal to Dean Quality	4th week of November 2025	All Principals	All Principals
191	Consultancy projects activities of the department	4th week of November 2025	Dean - Research & Development	Dean R&D
192	Central facilities Non conformance Report to concern Dean	4th week of November 2025	Dean Quality	Dean Quality
193	BOS week	4th week of November 2025	All HoDs, Principals	Dean Academics
194	Reporting week for Newly Recruited Faculty	4th week of November 2025	All HODs	Dean F&SA
195	KRA/KPA Reviews for all departments	4th week of November 2025	Dean-F&SA	Dean F&SA
196	End Sem Feedback Analysis & Action Taken Report	4th week of November 2025	Dean-Academics	Dean Academics
197	Notification for Convocation	4th week of November 2025	Controller of Examinations	Registrar
198	Anti Sexual Harassment Committee Meeting (For Students)	4th week of November 2025	Dean SA	Registrar
199	Grievance Redressal Committee meeting for Faculty & Staff	4th week of November 2025	Dean F&SA	Registrar
200	Notification of Finance Committee Meeting - 02	4th week of November 2025	Finance Officer	Registrar
201	Mentoring Event: Demo Day/Exhibition/Poster Presentation of Ideas/PoC & linkage with Innovation Ambassadors/Experts for Mentorship Support.	4th week of November 2025	1. Multi Disciplinary Innovation & Entrepreneurship Dept (HOD-MDI&E) 2. CEO, Atal Community Incubation center (KL-ACIC) 3. KL-Technology Incubator Foundation (KL-TIF)	Principal COE/Director CIIE
202	Grievances Redressal Committee meeting(Central level)	4th week of November 2025	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
203	International Day for the Elimination of Violence Against Women-week long program	4th week of November 2025	Convenor, Women's Forum	Dean SA
204	Central facilities Non conformance Report reply to Dean Quality	4th week of November 2025	Concerned Deans	Dean Quality
205	Ground Maintenance and Development Works	4th week of November 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
206	Proposal to Organize South Zone Inter University Tournament as per AIU Calendar	4th week of November 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
207	Medical Camp	4th week of November 2025	YRC	Dean SA
208	Statue Cleaning program	4th week (Sunday), November 2025	NCC	Dean SA
209	Faculty Satisfactory Survey	4th week of November 2025 (tentatively)	All HoDs, Principals	Dean Academics
210	Notification of Fee Fixation Committee Meeting	4th week of November 2025 (before finance committee)	Finance Officer	Registrar
211	Deans targets audit	5th week of November 2025	Associate Deans-Quality	Dean Quality
212	Review of Attendance & Progress of Syllabus coverage	November 2025(last week)	ALL HODs	Dean Academics
213	Compliance report on Calendar of Activities to Registrar	Last Day of the Month	All Functionaries & All HoD's	All Functionaries & All HoD's

S. No.	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
	K L E F Deemed to be University (Vijayawada)			
	Calendar of Events for the Academic Year 2025-26			
	December-2025			
1	Drills Parades	December (1st and 4th weeks) 2025	NCC	Dean SA
2	Awareness program on Digital Literacy	December/2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
3	World Anti- AIDS Day	December/2025	NSS	Dean SA
4	National Pollution Control Day	December/2025	NSS	Dean SA
5	Human Rights Day	December/2025	NSS	Dean SA
6	National Energy Conservation Day	December/2025	NSS	Dean SA
7	Kisan Diwas	December/2025	NSS	Dean SA
8	National Consumer Rights Day	December/2025	NSS	Dean SA
9	Women health fitness awareness program	December/2025	NCC-Boys	Dean SA
10	Dean's visit to Hyderabad campus	December/2025	ALL Deans	ALL Deans
11	1. Blanket Drive. Distributed to used clothes to orphanage peoples & road side poor people. 2. Kisan Diwas. Awareness Programme for formers in Villages-CEA	December/2025	CEA	Dean SA
12	Convocation	December/2025	All HoDs, All Principals & Controller of exams	Dean Academics
13	5th International conference on Advanced Trends in Computational Engineering Mathematics ICATCEM-	December/2025	HoD-Maths, AMRG & FDRG Dr N. Ramesh Babu Dr. Imran Ali	Dean R&D
14	Last Date to Add / Drop / Alter Registration for All UG MHS Phase-II and PG ALL Year Even Semester	December/2025	All HoDs, Principals	Dean Academics
15	Opting for Self-Learning & Academic Flexibilities for All UG MHS Phase-II and PG 2nd Year Even Semester	December/2025	All Principals & HoDs-MHS	Dean Academics
16	Supplementary Exams for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	December/2025	All Principals & HoDs-MHS, Controller of Examinations	Dean Academics
17	Principal & Dean Academics meeting with CCs & Cohort Professor In charges and Faculty In charges	December/2025	Principal COE & Dean Academics	Dean Academics
18	Research / Prototype Design in multi-disciplinary Domains	December/2025	HOD-IRD	Dean R&D
19	National Level Event (Seminar/Workshop/Conference) - One each semester	December/2025	HOD-CE	Principal COE
20	Workshop- Pharmaceutics	December/2025	Principal Pharmacy	Dean Academics
21	KLEEE- Processes initiation & appointment of Convener	December/2025	Registrar	Registrar
22	Guest Lecture / Industry Connect / Academia Connect - Pharmacology	December/2025	Principal Pharmacy	Dean MHS
23	Webinar/Guest lectures/Conference	December/2025	HOD-Physics	Principal Sciences
24	LIBRARY ADVISORY COMMITTEE MEETING (LAC)	December/2025	Librarian	Dean P&D
25	Orientation Programme for Civil & Mechanical Engg department	December/2025	HoDs-CE and ME	Librarian
26	Skill Based Expert Talk one per month for students	December/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
27	Industry Faculty Orientation Lecture one per month for Faculty	December/2025	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, ECM, EEE, ME	Dean SD&SP
28	Academic audit of ALL Departments	December/2025	Dean-Academics, Dean-Quality	Dean Academics
29	I-10 Index verification	December/2025	Dean R&D	Dean R&D
30	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	December/2025	All Principals & HOD's	Dean SD&SP

31	DTI Project Expo Manage through YUKTI-NIR* (Registration of Ideas through YUKTI portal)	December/2025	HoDs (BBA, Architecture, Pharmacy), (In collaboration with CIIE & MDI&E)	Dean Academics
32	CSRG International Conference	December/2025	HoD-ECE	Dean R&D
33	NTRG International Conference	December/2025	HoD-ECE	Dean R&D
34	KLU/ KLCE Alumni Silver Jubilee Celebrations	December 2025 (last week)	Director (Alumni Relations)	Dean SD&SP
35	Departmental Association Activities (Once in 2 weeks)	Once in a month	All HODs	Dean Academics
36	Dept Counselling Committee Meeting	01.12.2025	All HODs	Dean Academics
37	Academic Registrations of All B.Tech	01.12.2025 to 02.12.2025	All Engg HODs	Dean Academics
38	Academic Pathway Planning (CBCS) Week for Students & Parents for B.Tech ALL Year Even Semester	01.12.2025 to 06.12.2025	All Engg. HoDs, Principal(COE)	Dean Academics
39	Course Handout Approval (Level-1 & 2)	01.12.2025 to 06.12.2025	Dean-Academics	Dean Academics
40	Academic Pathway Planning (CBCS) Week for Students & Parents for all UG MHS Phase-II and PG All Year Even Semester	01.12.2025 to 06.12.2025	All Principals & HoDs-MHS	Dean Academics
41	Course Handout Approval (Level-1 & 2) -MHS	01.12.2025 to 06.12.2025	All Principals & HoDs-MHS	Dean Academics
42	Final Approved(Third Level) Course Handouts upload on ERP -MHS	01.12.2025 to 06.12.2025	Dean (MHS), All HODs (MHS)	Dean Academics
43	Department Advisory Meeting (Once in a month)	02.12.2025	All HODs	Principal COE
44	News Letter submission	02.12.2025	All Deans, Directors and HODs	Associate Dean (Publishing)/Dean Academics
45	Importance of Blood donation Campaign	02.12.2025	YRC	Dean SA
46	2nd International Conference on Advances in Sustainable construction materials	02-12-2025 to 03-12-2025	HoD-CE, 1. Structural Engineering and Construction Management Research Group (SECMRG) 2. Geotechnical, Environmental, Water Resources and Transportation Engineering Research Group (GEWTRG) Dr.Poluraju, Dr. J. D.Chaitanya Kumar, Dr. M. +Achyutha Kumar Reddy Dr. Ashwin Raut	Dean R&D
47	A 5-day FDP on Writing Funded Project proposals	2-12-2025 to 6-12-2025	Academic Staff College	Dean R&D
48	Project / Internship Expo & Final Review for MHS II, III, IV & V year and PG (MBA and MCA) Odd Semester	02.12.2025 to 07.12.2025	All Principals & HoDs	Dean Academics
49	Project / Internship Expo & Final Review for All UG MHS Phase-II and PG 4 Year Odd Semester	02.12.2025 to 07.12.2025	All Principals & HoDs-MHS	Dean Academics
50	End-Sem Theory, Practical & Skill Exams for All UG MHS Phase-II and PG ALL Year Odd Semester	2.12.2025 to 14.12.2025	All HoDs, Principals	Dean Academics
51	Internal Faculty Development Programme	02.12.2025 to 15.12.2025	HOD - CSS	Dean Academics
52	Campus Placement Drive - Season - 2	2.12.2025 to 30.04.2025	Dean-Placements & Internships	Dean-Placements & Internships
53	National Agricultural Education Day	03.12.2025	Director & HoD-Agriculture	Director/HoD-Agriculture
54	Faculty Social Profile Building	04.12.2025	All HODs	Dean F&SA
55	World Soil Day	05.12.2025	Director & HoD-Agriculture	Director/HoD-Agriculture
56	Webinar Motivational Session with IAS Officers	06.12.2025	HOD-Arts	Dean MHS
57	Monthly Audit Report Statistics to be submitted by Departments	06.12.2025	All HODs	Principal COE
58	Semester Grand Hackathon for B.Tech 3 Year Odd Semester	06.12.2025 to 07.12.2025	All Engg-HoDs, Principal(COE)	Dean Academics
59	5th International Conference on Advanced Functional Materials	06-12-2025 to 08-12-2025	Hod-Physics, CNT and CEM Dr. S. Shanmugam Dr. K. Raghavendra Kumar & Dr. A. Venkateswara Rao	Dean R&D
60	Participation of Students in All India and South Zone Inter University tournaments	1st week of December 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA

61	Awareness Rally on Pollution Awareness	1st week of December 2025	NCC	Dean SA
62	Submission of Result Analysis of 2025-26 Odd Sem	1st week of December 2025	All Principals/ HOD's including FED	Dean-SP&SD
63	Academic Council Meeting-02	1st week of December 2025	Dean(Academics)	Registrar
64	Workshop on Design Thinking, Critical thinking and Innovation Design	1st week of December 2025	HOD-MDI&E & Principal ASC	Principal-COE/Director-CIIE
65	Administrative Files Audit by Department Team (Once in a month)	1st week of December 2025	Department IQAC In-Charge	ALL HODs
66	Faculty Orientation Lectures	1st week of December 2025	All HODs	Principal COE
67	Ph.D Reviews	1st week of December 2025	All HODs as applicable	Dean R&D
68	Review of AMC for Equipment in All Divisions of P&D	1st week of December 2025	Dean-P&D	Dean P&D
69	ODF Identification and Assessment Data Collection-SVR (Out Reach Club)	1st week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
70	IQAC internal meeting	1st week of December 2025	Dean Quality	Dean Quality
71	Circular for 54th IQAC Advisory Committee meeting	1st week of December 2025	Dean Quality	Dean Quality
72	Circular for audit of Central facilities	1st week of December 2025	IQAC	Dean Quality
73	Unity in Diversity (mime)-Dramatics Club (Liberal Arts Club)	1st week of December 2025	V. G. Krishna Murthy (2425), Dramatic Trainer	Director SAC
74	Acrylic Painting- contemporary composition-Painting Club (Liberal Arts Club)	1st week of December 2025	Sridhar Patnala (5279) Assistant Professor	Director SAC
75	Workshop on modeling and walking the runway-Fashion Club (Liberal Arts Club)	1st week of December 2025	Bikas Sharma (7515), Student Trainer	Director SAC
76	Yoga that is feasible to our present conditions-Spiritual Sciences Club(Out Reach Club)	1st week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
77	1st call for Scholarships by both KLEF as well as outside	1st week (05.12.2025 - 10.12.2025)	Dean SP&SD	Dean SD&SP
78	Conduction of Supplementary examinations for all years, all batches	1st week to 3rd week (05.12.2025 to 24.12.2025)	Controller of Examination	Dean Academics
79	Submission of Progression record including latest results with up to date CGPA for all programs	1st week (12.12.2025 to 17.12.2025) For the 2025-26 academic year odd semester	All Principals & HOD's	Dean SD&SP
80	Departmental talk	08.12.2025	HOD-CSE	Dean R&D
81	LMS/ERP committee meeting	08.12.2025	All HODs	Dean Academics
82	Academic Classwork for MHS II, III, IV & V years and PG (MBA and MCA) Even Semester	08.12.2025	HoDs-MHS	Dean Academics
83	Last Date to Pay End-Sem Exam Fee with Penalty for All UG MHS Phase-II and PG ALL Year Odd Semester	08.12.2025	All HoDs, Principals	Dean Academics
84	Academic Classwork for B.Tech ALL Year Even Semester	08.12.2025	Dean Academics	Dean Academics
85	Classwork commencement Students II M.Tech	08.12.2025	Dean Academics	Dean Academics
86	Last Date to upload Social Immersive Learning Proofs in ERP for All UG MHS Phase-II and PG ALL Year Odd Semester	08-12-2025 to 13-01-2025	All Principals & HoDs	Dean Academics
87	Laboratories Audit	09.12.2025	All HODs	Dean Academics
88	Counselling Report Verification by Department Team (Once in a month)	09.12.2025	All HODs	Dean Academics
89	Final Approved(Third Level) Course Handouts upload on ERP(III and IV Year Courses)	09.12.2025 to 14.12.2025	Dean Academics	Dean Academics
90	Final Approved(Third Level) Course Handouts upload on ERP(II Year Courses)	09.12.2025 to 14.12.2025	Dean Academics	Dean Academics
91	A 5-day FDP on Project Based Learning	09.12.2025 to 13.12.2025	Academic Staff College	Dean Academics
92	Orientation for 2nd, 3rd & 4th Year	11.12.2025	HOD-ECE	Dean Academics
93	Academic Council Meeting	11.12.2025	All HoDs, Principals	Dean Academics

94	Last Date to Pay End-Sem Exam Fee without Late Payment Penalty for All UG MHS Phase-II and PG ALL Year Odd Semester	11.11.2025	All HoDs, Principals	Dean Academics
95	Academic Audit - End Semester for B.Tech ALL Year Odd Semester	11-12-2025 to 15-12-2025	HOD-CSE	Dean Academics
96	Closure Feedback Week on Academic Quality, Student Satisfaction & TLP for All UG MHS Phase-II and PG ALL Year Odd Semester	11-12-2025 to 16-12-2025	All HoDs, Principals	Dean Academics
97	Lab-In-Examinations-2 for II and III Pharm. D	11.12.2025 to 16.12.2025	Principal-Pharmacy	Director Life Sciences
98	Periodic Research Opportunities Exploration	12.12.2025	All HODs	Dean R&D
99	Department Association Activity by FOCUS Student Body (Twice a month)	12.12.2025 & 24.12.2025	Engg HODs/Principal-CoE	Dean Academics
100	ERP Audit for Research/Profile/Leaves	13.12.2025	All HODs	Dean R&D
101	Refresher Course	13.12.2025	HOD-CSE	Principal COE
102	Submission of Course Handout	13.12.2025	All HODs	Dean Academics
103	Finalization of Time Tables	13.12.2025	All HODs	Dean Academics
104	National Pollution Control Day	2nd Week of December 2025	HOD-MDI&E	Dean R&D
105	National Energy Conservation Day(India)	2nd/3rd Week of December 2025	HOD-MDI&E	Dean R&D
106	Notification for Executive Council Meeting-02	2nd Week of, December 2025	Registrar	Registrar
107	SC / ST/ Minority / OBC Cell Meeting	2nd Week of, December 2025	Dean SA	Registrar
108	HoD meeting with Faculty & Staff	2nd Week of, December 2025	All HODs	Principals
109	Even Sem-Courses, Question Paper Sets submission to review committee by course coordinators	2nd Week of, December 2025	All HODs	Dean R&D
110	Fee Fixation Committee Meeting	2nd week of December 2025	Finance Officer	Registrar
111	Finance Committee Meeting - 02	2nd week of December 2025	Finance Officer	Registrar
112	Poetry in Motion: Performance & Spoken Word Workshop: Explore the power of voice and expression in poetry. This workshop will cover writing impactful verses and performing them effectively, including rhythm, tone, and stage presence-Literature Club (Liberal Arts Club)	2nd Week of December 2025	Bikas Sharma (7515), Student Trainer	Director SAC
113	Literature in the Digital Age: From Paperbacks to Podcasts: Explores how literature adapts to new media—eBooks, audiobooks, podcasts, and digital storytelling. Includes guest talks from digital authors and content creators-Literature Club (Liberal Arts Club)	2rd Week of December 2025	Bikas Sharma (7515), Student Trainer	Director SAC
114	A. Y. 2025-26 even Semester - Course Materials submission by course coordinators to Dept. office and Dean Academics, uploading in LMS	2nd Week of December 2025	Dean - Research & Development	Dean Academics
115	Finalization of Courses to be Offered as Additional/Re-registration courses for A.Y 2025-26 Even Sem	2nd week of December 2025 (On or before 13-12-2025)	All Principals, HoDs, Dean Academics	Dean SD&SP
116	Awareness Campaign on Toilet Usage and Sanitation-SVR (Out Reach Club)	2nd Week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
117	Awareness to people, community-wise recycling of waste, garbage-SVR (Out Reach Club)	2nd Week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
118	Start of Registrations for placements for Y21 Batch Students	2nd Week of December 2025	Dean-Placements & Internships	Dean Academics

119	Cracking Classical Ciphers-Cryptography Club (Technical Club)	2nd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
120	Blockchain and Cryptography-Cryptography Club (Technical Club)	2nd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
121	Intramural competitions for staff & students	2nd Week of December 2025	Asso. Dean Sports & Games	Dean SA
122	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-AIDS	2nd week of December 2025 (Once in a Semester)	Director-Alumni & HoD-AI&DS	Dean SD&SP
123	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-ARTS	2nd week of December 2025 (Once in a Semester)	Director-Alumni & HoD-Arts	Dean MHS
124	Women health fitness awareness program	2nd week of December 2025	Registrar	Registrar
125	Audit of Central facilities	2nd & 3rd Week of, December 2025	All HoDs, Principals	Dean Academics
126	Organizing Faculty Orientation Lectures	16.12.2025	All HODs	Principal COE
127	Guest Lecture	16.12.2025	HOD-Arts	Dean MHS
128	Release of Re-Evaluation Results for B.Tech All Year Odd Semester	16-12-2025	All Engg. HoDs, Principal-COE, Controller of Exams	Dean Academics
129	Last Date to Apply & Pay Makeup Exam Fee for All UG MHS Phase-II and PG All Year Odd Semester	16.12.2025	All HoDs, Principals	Dean Academics
130	The Third International Conference on Machine Intelligence and Soft Computing	16-12-2025 to 17-12-2025	Hod-CSE - Honors, Software Engineering Research Group Dr.P.Venkateswara Rao, Dr.Y.Prasanth Dr.D.Nagamalleswari	Dean Academics
131	End-Sem Theory, Practical & Skill Make Up Exams for B.Tech ALL Year Odd Semester	16.12.2025 to 21.12.2025	All Engg. HoDs, Principal(COE), Controller of exams	Dean Academics
132	Opting for Self-Learning & Academic Flexibilities for B.Tech 2, 3, 4 Year Even Semester	16.12.2025 to 29.12.2025	All Engg-HoDs, Principal (COE)	Dean Academics
133	Webinar by Faculty	18.12.2025	HOD-CSE	Principal COE
134	Semester Reflection Week for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	18-12-2025 to 23-12-2025	All Principals / HoDs-MHS	Dean Academics
135	Ph.D. Admission Test for Y25E Batch	20.12.2025	Dean - Research & Development	Dean R&D
136	Registration I M. Pharmacy	20.12.2025 to 22.12.2025	Principal/ Principal (Pharmacy)	Dean Academics
137	Academic Registrations for All UG MHS Phase-II and PG ALL Year Even Semester	20.12.2025 to 22.12.2025	All HoDs, Principals	Dean Academics
138	Semester Reflection Week for B.Tech ALL Year Odd Semester	20-11-2025 to 25-12-2025	All Engg-HoDs, Principal(COE)	Dean Academics
139	Registration I, II, III, IV B. Pharmacy III, IV, V B.Arch.	20.12.2025 to 21.12.2025 (I year) 14.12.2025 to 15.12.2025 (Remaining Years)	Principals & HODs-Pharmacy, Architecture	Dean Academics
140	Registrations for I-B.Sc.-Agriculture	20.12.2025 to 22.12.2025	Director & HoD-Agriculture	Dean Academics
141	Career Awareness Session for All Y23 Admitted Students - Jobs/Placements and Internships	3rd week of December2025 (On or before 16-12-2025)	All Principals, HoDs, Dean IP&I, Director-Practice school.	Dean SD&SP
142	Unity Run-Marathon Club (Liberal Arts Club)	3rd Week of December 2025	Bikas Sharma (7515), Student Trainer	Director SAC
143	3 short Films -Film Club (Liberal Arts Club)	3rd Week of December 2025	P. Syam Sundar (5368) Asst Prof.	Director SAC
144	Workshop on Theatre & Drama - Acting -Versatales Club (Liberal Arts Club)	3rd Week of December 2025	Bikas Sharma (7515), Student Trainer	Director SAC
145	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd Week of December 2025	All-HODs	Principal COE
146	National Energy Conservation Day	3rd Week of December 2025	HOD - EEE	Principal COE
147	54th IQAC Advisory Committee meeting	3rd Week of December 2025	Dean-Quality	Dean Quality
148	Workshop / Seminar / Conference	3rd Week of December 2025	HOD-Mathematics	Dean R&D
149	Traffic Awareness rally 10.(A) GBN. Vijayawada	3rd Week of December 2025	NCC-Girls	Dean SA
150	Intramural competitions for faculty and staff	3rd Week of December 2025	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA

151	National Level Idea Pitching on Innovative Products Useful for Women	3rd Week of December 2025	Director-IIC, HOD-CE, Convenor Women's Forum	Dean SA
152	Workshop on Entrepreneurship skills	3rd Week of December 2025	Principal-College of Engineering (in association with CIIE), HODs of CSE, MBA, ME & Convenor Women's Forum	Dean SA
153	Women's Forum Monthly meeting	3rd Week of December 2025	Convenor Women's Forum	Dean SA
154	Workshop on Plastic Recycling at Solid Waste Management-SVR (Out Reach Club)	3rd Week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
155	Drive on Clean Village, Healthy Village Campaign-SVR (Out Reach Club)	3rd Week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
156	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-BCA	3rd week of December 2025 (Once in a Semester)	Director-Alumni & HoD-BCA	Principal-Sciences
157	2nd call for Scholarships by both KLEF as well as outside	3rd week (19.12.2025 - 24.12.2025)	Dean SP&SD	Dean SD&SP
158	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-BT	3rd week of December 2025 (Once in a Semester)	Director-Alumni & HoD-BT	Dean Academics
159	2nd International Conference on Recent Advances in Biotechnology, Biomolecules and Pharmacy (RABBP-2025)	3rd Week of December 2025	Hod-BT, Genomics and Proteomics, Bioprocess Technology Dr. V Praveen Kumar, Principal Pharmacy	Dean R&D
160	Malware Analysis-Cyber Security Club (Technical Club)	3rd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
161	Prompt Chaining Workshop-Prompt - o - Ventures (Technical Club)	3rd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
162	Prompt Automation & Tooling-Prompt - o - Ventures (Technical Club)	3rd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
163	Seminar on An In-Depth Look at Plant Anatomy, Physiology, and Weed Identification-Agriculture Club (Technical Club)	3rd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
164	Creative Editing Techniques in Premiere Pro-Design Sphere Club (Technical Club)	3rd Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
165	BAR COUNCIL OF INDIA- RENEWAL APPLICATION TO BE FILED.	22.12.2025	HOD LAW	Dean MHS
166	Declaration of Results for B.Tech ALL Year Odd Semester	22.12.2025	Principal-Pharmacy, CoE	Dean Academics
167	Start of Peer Mentoring to III year Placement Eligible Students by IV Year Placed Students for Soft Skills	22.12.2025	All HODs	Dean Academics
168	TLP Workshops	22.12.2025	HOD-CSE	Dean Academics
169	R&D Meeting	22.12.2025	HOD-ECE, Dean R&D	Dean R&D
170	Declaration of Results for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	22.12.2025	All Principals & HoDs-MHS	Dean Academics
171	Student Feedback Reflection on End Semester Feedback for All UG MHS Phase-II and PG ALL Year Odd Semester	22-12-2025 to 27-12-2025	All HoDs, Principals	Dean Academics
172	Supplementary Exams for B.Tech ALL Year Odd Semester	22.12.2025 to 31.12.2025	All Engg-HoDs, Principal-COE, Controller of Examinations	Dean Academics
173	Release of Notification for Re-Evaluation / Personal Verification for B.Tech ALL Year Odd Semester	23.12.2025	All Engg. HoDs, Principal(COE), Controller of exams	Dean Academics
174	Release of Notification for Re-Evaluation / Personal Verification for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	23.12.2025	All Principals & HoDs-MHS	Dean Academics
175	National Mathematics Day (Srinivasa Ramanujan's Birth Day)	23.12.2025	HOD-Mathematics	Principal Sciences
176	Department Libraries Stock Verification	23.12.2025	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
177	Legal Aid Camp/ Clinic	23.12.2025	HOD Law	Dean MHS
178	Stock Verification (Laboratories) by the end of Odd Semester	23.12.2025	All HODs	Dean P&D

179	National Farmers Day/ Kisan Diwas	23.12.2025	Director & HOD Agriculture	Director / HOD Agriculture
180	Commencement of classwork I- M.Pharm	23.12.2025	Principal-Pharmacy)	Dean Academics
181	Academic Classwork for All UG MHS Phase-II and PG ALL Year Even Semester	23.12.2025	All HoDs, Principals	Dean Academics
182	Classwork commencement for I-B.Sc.- Agriculture	23.12.2025	Director & HoD-Agriculture	Dean Academics
183	End-Sem Theory, Practical & Skill Make Up Exams* for MHS II, III, IV & V years & V years and PG (MBA and MCA) Odd Semester	23.12.2025 to 04.01.2025	All Principals & HoDs-MHS	Dean Academics
184	Commencement of classwork I, II, III, IV B. Pharmacy	23.12.2025 (I Year) 16.12.2025 (Remaining Years)	Principal Pharmacy	Dean Academics
185	Placement Training	23.12.2025 to 31.12.2025	HOD - CSS, Director-CRT	Dean- Placements & Internships
186	National Consumer's Rights Day	24.12.2025	HOD-College of Law	Dean MHS
187	Declaration of detention list for I M. Pharmacy	25.12.2025	Principal-Pharmacy	Dean Academics
188	CSE DRC Meeting (Once in a month)	26.12.2025	HOD - CSE	Dean R&D
189	Sem End Theory and LAB Examinations	26-12-2025 to 12-01-2025	Principal Pharmacy, Controller of Examinations	Dean Academics
190	Research group meeting	27.12.2025	HOD-Architecture	Dean R&D
191	Workshop	27.12.2025	HOD-Arts	Dean MHS
192	PhD admission Interviews for Y23 Batch	27.12.2025	Dean - Research & Development	Dean R&D
193	Final Result Analysis reflection along with OBE analysis for B.Tech ALL Year Odd Semester	29-12-2025	All Engg. HoDs, Principal-COE	Dean Academics
194	Last Date to apply for Re-Evaluation / Personal Verification for B.Tech ALL Year Odd Semester	29-12-2025	All Engg. HoDs, Principal-COE	Dean Academics
195	Last Date to Add / Drop / Alter Registration for B.Tech ALL Year Even Semester	29-12-2025	All Engg. HoDs, Principal-COE	Dean Academics
196	Department Development Committee Meeting	29-12-2025	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
197	Resume Writing Training to III Year Placement Eligible Students	29-12-2025	HOD-ME	Dean IP&I
198	A One-day Technical Workshop on publishing in quality Journals	29-12-2025	Academic Staff College	Dean R&D
199	Verification on Academic counselling activity and sending report to Dean Academics	29-12-2025	All HODs	Dean Academics
200	Last Date to Add / Drop / Alter Registration for MHS II, III, IV & V years and PG (MBA and MCA) Even Semester	29-12-2025	All Principals/HoDs-MHS	Dean Academics
201	End-Sem Theory, Practical & Skill Exams for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	29-11-2025 to 16-12-2025	All Principals/HODs - MHS	Dean Academics
202	Odd Semester Global Certifications Review	29.12.2025 to 31.12.2025	All Principals & HOD's	Dean SD&SP
203	Semester Grand Hackathon for MHS II, III, IV and V YEARS and PG (MBA and MCA) Odd Semester	29-12-2025 to 30-12-2025	MHS Principals & HoDs-MHS	Dean Academics
204	Ph.D. Admission Test Result Declaration for Y24 E Batch	30.12.2025	Dean - Research & Development	Dean R&D
205	RPAC meeting	30.12.2025	HOD - Chemistry	Dean R&D
206	Department Library Committee Meeting	30.12.2025	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
207	Dept Counselling Committee meeting	30.12.2025	HOD-ECE	Dean Academics
208	Research Diary Submission & Verification	30.12.2025	ALL HODs	Dean R&D
209	Counselling reports verification by Dept Team	30.12.2025	HOD-CSE	Principal COE
210	Administrative Files audit by dept team	30.12.2025	HOD-CSE	Principal COE
211	Executive Council Meeting-02	4th Week of December 2025	Registrar	Registrar
212	Department Website Update	4th week of December 2025	All HODs	Principal COE
213	Non conformance Report reply from HODs to principal and principal to Dean Quality	4th week of December 2025	All Principals	All Principals
214	Issue of Medical insurance cards to Teaching Staff	4th week of December 2025	Dean F&SA	Dean F&SA

215	Central facilities Non conformance Report to concern Dean	4th week of December 2025	Dean Quality	Dean Quality
216	Conduction of Sem End Exams for all first Years (UG and PG,1st year students Engineering & MHS)	4th week of December 2025	Dean-Academics, All Principals/HOD's (Engineering & MHS) and Controller of Examinations	Dean Academics
217	Grievance Redressal Committee meeting for Faculty & Staff	4th week of December 2025	Dean F&SA	Registrar
218	Workshop on Cultural Performance-Dance Club (Liberal Arts Club)	4th Week of December 2025	U.Kanaka Prasad (3230) Dance Trainer	Director SAC
219	Workshop on Arpeggios-Music Club (Liberal Arts Club)	4th Week of December 2025	K. Subramanya Raju (9409) R. Danamcary (9414)	Director SAC
220	Workshop on Knitting Models-Handicrafts Club (Liberal Arts Club)	4th Week of December 2025	Y. Vijaya (2434) Handicrafts Trainer	Director SAC
221	Commencement of Offered Additional/Re-registration courses for A.Y 2025-26 Even Sem	4th week of December 2025 (On or before 27-12-2025)	All Principals, HoDs, Dean Academics	Dean SD&SP
222	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-MCA	4th week of December 2025 (Once in a Semester)	Director-Alumni & HoD-MCA	Principal College of Sciences
223	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-CE	4th week of December 2025 (Once in a Semester)	Director-Alumni & HoD-CE	Dean Academics
224	Understanding Depression, Anxiety & Burnout (Guest Expert)-Safe Life Club (Out Reach Club)	4th Week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
225	Funding 101: How to Raise Capital-Vyuha Club (Out Reach Club)	4th Week of December 2025	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
226	Style Guide Challenge: Define Your Design Identity-WebApps Club (Technical Club)	4th Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
227	Dark Patterns vs. Ethical Design: Choose Wisely-WebApps Club (Technical Club)	4th Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
228	Workshop on React -1-Zero One Club (Technical Club)	4th Week of December 2025	B.Rambabu (7271), Assistant Professor	Director SAC
229	Anti-Discrimination Awareness Program	4th week of December 2025	Assoc. Dean-Grievances	Dean SA
230	Central facilities Non conformance Report reply to Dean Quality	4th week of December 2025	Concerned Deans	Dean-Quality
231	Workshop on Patents, Patent Filing (Women Faculty)	4th week of December 2025	Director-IIC, HOD-CE & Women's Forum	Dean SA
232	Lecture Plan & Delivery Audit	5th Week of December 2025	All HODs	Dean Academics
233	Practicals & Skill Audit	5th Week of December 2025	All HODs	Dean Academics
234	Students Course Registration Audit	5th Week of December 2025	All HODs	Dean Academics
235	Academic Registrations Audit	5th Week of December 2025	All HODs	Principal COE
236	Blood Donation Camp	5th week of December 2025	YRC	Dean SA
237	Deans Targets audit	5th week of December 2025	Associate Deans-Quality	Dean-Quality
238	Compliance report on Calendar of Activities to Registrar	Last day of Month	All Functionaries & All HoD's	All Functionaries & All HoD's

	K L E F Deemed to be University (Vijayawada)			
	Calendar of Events for the Academic Year 2025-26			
	January-2026			
S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
1	Drills and Parades	January (1st and 4th weeks) 2026	NCC	Dean SA
2	Fixing dates for KLUEEE	Jan & Mar, 2026	Director-Admissions & Convener	Dean Academics
3	Expert Talk on Process of Innovation Development & TRL	January 2026	HoD (MDI&E), (In collaboration with CIIE)	Dean Academics
4	Student Feedback Reflection on Preliminary Feedback for MHS II, III, IV and V years and PG (MBA and MCA) Even Semester	January 2026	All Principals & HoDs-MHS	Dean Academics
5	Supplementary Exams for All UG MHS Phase-II and PG ALL Year Odd Semester	January 2026	All Principals / HoDs (MHS), and Dean Academics	Dean Academics
6	Call for Donations from Alumni	January 2026	Director Alumni, All HODs & Dept Coordinators	Registrar
7	Orientation Programme for BCA (BCA&MCA) College	January 2026	HODs (BCA&MCA) Librarian	Principal-Sciences
8	Updating the list of journals in library	January 2026	Librarian	Dean P&D
9	Guest Lecture on Business English Communication	January 2026	Dept. of BCA, HoD-English	Principal-Sciences
10	Webinar/Guest Lecture/Industry connect lecture on Drafting, pleading etc.	January 2026	Principal & HoD-College of Law	Dean MHS
11	Guest Lecture - Pharmacology	January 2026	Principal Pharmacy	Director Life Sciences
12	CRT Training	January 2026	All HoDs, Director CRT	Dean IP&I
13	Webinar/Guest Lectures from industry experts relevant to your Skill Centre.	January 2026	All HoDs	Dean SD&SP
14	Dean's visit to Hyderabad campus	January 2026	ALL Deans	ALL Deans
15	Skill Based Expert Talk one per month for students	January 2026	All Engg HODs	Dean SD&SP
16	Industry Faculty Orientation Lecture one per month for Faculty	January 2026	All Engg HODs	Dean Academics
17	Students compliant and grievances about evaluation, analysis report, action taken	January 2026	Controller of Examinations	Dean Academics
18	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	January 2026	All Principals & HOD's	Dean SD&SP
19	Open Call for Patent Filing	January 2026	Coordinator (MSME IPFC), (In collaboration with CIIE & DTI)	Dean Academics
20	Workshop on business model and positioning of 'solution-fit' for market	January 2026	Principal-CoE (in association with CIIE), HOD MBA, Women's Forum	Dean SA
21	Awareness on Pulse Polio Vaccination	January 2026	NSS	Dean SA
22	Swachhta Campaign	January 2026	NSS	Dean SA
23	National Road Safety	January 2026	NSS	Dean SA
24	National Girl Child Day	January 2026	NSS	Dean SA
25	Republic Day Celebrations	January 2026	NSS	Dean SA
26	1. Vasthradan - Distribution of used clothes to orphanage people & road side poor people. 2. Bala Vikasam Programme for Village Children	January 2026	CEA	Dean SA
27	National Youth Day	January 2026	NSS	Dean SA
28	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal(COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
29	Last date to submission of Library books indent for the current semester	01.01.2026	ALL HODs	Dean P&D
30	Global Certifications Review	01.01.2026 & 03.01.2026	HOD-CSE	Dean Academics
31	Placement Training	01.01.2026 to 31.01.2026	HOD-CSS, Director-CRT	Dean IP&I
32	MESA - Technical Tuesday	02.01.2026	HOD-ME	Principal CoE

33	Skill Development Workshop	03.01.2026	HOD-Arts and Fine Arts	Dean SD&SP
34	Ph.D. Registrations for Y23 Batch	03.01.2026	Dean - Research & Development	Dean R&D
35	Faculty Social Profile Building	03.01.2026	HOD-CSE	Dean F&SA
36	Department website update	03.01.2026	ALL HODs	All Principals
37	Industrial Visit	03.01.2026	ALL HODs	All Principals
38	Department Development Committee meeting	03.01.2026	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
39	Departmental talk	05.01.2026	HOD - CSE	Dean R&D
40	MERG Guest lecture	05.01.2026	HOD-ECE	Dean R&D
41	Guest lecture/training Programme on content development and skill	05.01.2026	HOD-Arts and Fine Arts	Dean SD&SP
42	Last Date to Apply & Pay Makeup Exam Fee for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	05.01.2026	All Principals & HoDs-MHS	Dean Academics
43	Orientation on Industrial Training	05.01.2026	HOD-Commerce	Dean MHS
44	National Conference (Tentatively)	06.01.2026 & 07.01.2026	HOD-College of Law	Dean R&D
45	A 5-day FDP on Intellectual Property Rights and Filing Patents	06-01-2026 to 10-12-2026	Academic Staff College	Director, CIIE
46	Preliminary Feedback Week on Academic Quality & TLP for B.Tech ALL Year Even Semester	06.01.2026 to 12.01.2026	All Engg HoDs, Principal-CoE	Dean Academics
47	Preliminary Sharing Feedback Report with HoDs (II,III,IV B.Tech)	06.01.2026 to 12.01.2026	All Engg HoDs, Principal-CoE	Dean Academics
48	Preliminary Feedback Week on Academic Quality & TLP for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	06.01.2026 to 12.01.2026	All Engg HoDs, Principal-CoE	Dean Academics
49	Administrative Files Audit by Department Team (Once in a month)	1st Week of January 2026	Department IQAC In-Charge	ALL HODs
50	Circular for audit of Central facilities	1st Week of January 2026	IQAC	Dean Quality
51	Circular for 2nd Quarterly audit of Deans	1st Week of January 2026	Dean Quality	Dean Quality
52	Pre Ph.D. Course Work for Y24E Batch	1st Week of January 2026	Dean - Research & Development	Dean R&D
53	Alumni meeting	1st Week of January 2026	ALL HODs, Director Alumni	Dean SD&SP
54	LeetCode – Algorithm CTF	1st week of Jan. 2026	Principal College of Engg and HODs of CSE	Dean, Skill & Progression
55	Microsoft – Azure DevOps Sprint	1st week of Jan. 2026	SPOC Microsoft Center and HODs of CSE, HOD AI&DS, HOD CS&IT, HOD BCA, HOD MCA	Dean, Skill & Progression
56	LMS/ERP committee meeting	1st Week of January 2026	ALL HODs	Dean Academics
57	Organizing Guest Lecture (One in each Semester - One by Academician and One by Industrial Expert)	1st Week of January 2026	ALL HODs	All Principals
58	Counselling Report Verification by Department Team (Once in a month)	1st Week of January 2026	ALL HODs	Dean Academics
59	Course Instructors meeting with course Co-ordinators (weekly Once)	1st Week of January 2026	ALL HODs	Dean Academics
60	Faculty Orientation Lecture	1st Week of January 2026	ALL HODs	All Principals
61	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-CSE	1st Week of January 2026	Director-Alumni & HoD-CSE	Principal COE
62	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entreprenuership-B.Com	1st Week of January 2026	Director-Alumni & HoD-Commerce	Dean MHS
63	Guest Lecture	1st Week of January 2026	HOD-Commerce	Dean MHS
64	End-Sem Theory, Practical & Skill Make Up Exams* for All UG MHS Phase-II and PG ALL Year Odd Semester	1st Week of January 2026	All HoDs, Principals, Controller of Examinations	Dean Academics
65	Young Alumni Entrepreneurs Summit	1st Week of January 2026	Director-Alumni, All HODs & All Dept Coordinators	Dean SD&SP

66	Swachh Bharath-Dramatics Club (Liberal Arts Club)	1st Week of January 2026	V. G. Krishna Murthy (2425), Dramatic Trainer	Director SAC
67	Still Life Painting- impressionistic and realistic & cubistic Collage: Magazine paper & Collective recycled materials-Painting Club (Liberal Arts Club)	1st Week of January 2026	Sridhar Patnala (5279) Assistant Professor	Director SAC
68	DIY workshop on creating holiday-themed accessories-Fashion Club (Liberal Arts Club)	1st Week of January 2026	Bikas Sharma (7515), Student Trainer	Director SAC
69	Solve worldly problems with different views-Spiritual Sciences(Out Reach Club)	1st Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
70	Awareness on Cyber Suraksha: Mobile Security-SVR(Out Reach Club)	1st Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
71	Participation of Students in All India and South Zone Inter University tournaments	1st Week of, January 2026	Physical Education HOD, Assoc. Dean-Sports & Games, Dean (SA)	Dean SA
72	Republic Day Celebrations and army day	1st week of January 2026	NCC	Dean SA
73	NCC Cadets competitions On eve of Republic Day	1st week of January 2026	NCC	Dean SA
74	Circular for 2nd Quarterly audit of Deans	1st Week of January 2026	Dean Quality	Dean Quality
75	Drill / Parades 3 per week	1st week to 4th week of January 2026	NCC	Dean SA
76	Alumni-Academics Connect Week for B.Tech 2 Year Even Semester	08-01-2026 to 12-01-2026	All Engg HoDs, Principal-COE, Director- Alumni	Dean Academics
77	Workshops/ guest lectures / seminars committee meeting	09.01.2026	HOD-Chemistry	Principle Sciences
78	Webinar - Motivational Lecture	09.01.2026	HOD-Arts	Principal Sciences
79	Periodic Research Opportunities Exploration	09.01.2026	HOD-CSE	Dean R&D
80	Last Date to apply for Re-Evaluation / Personal Verification for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	12.01.2026	All Principals & HoDs-MHS	Dean Academics
81	Declaration of Results for End-Sem Makeup Exams for B.Tech ALL Year Odd Semester	12.01.2026	All Engg HoDs, Principal-COE, COE	Dean Academics
82	The Python Institute – PyData Challenge	2nd Week of Jan. 2026	SPOCPython Inst. Center and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
83	NI COE – LabVIEW Virtual-Instrumentation Sprint	2nd Week of Jan. 2026	SPOC NI Center and HOD ECE, HOD EEE, HOD IOT	Dean, Skill & Progression
84	NTRG Guest Lecture	2nd week of January 2026	HOD-ECE	Dean R&D
85	HoD meeting with Faculty & Staff	2nd Week of January 2026	ALL HODs	Principals
86	IQAC internal meeting	2nd Week of January 2026	Dean-Quality	Dean-Quality
87	Meeting with RPAC's and Preparation of agenda points for URB	2nd Week of January 2026	Dean R&D	Dean R&D
88	Industry Connect Program	2nd Week of January 2026	HOD-ME	Principal CoE
89	Close of Registrations for placements for Y22 Batch Students	2nd Week of January 2026	Director-CRT	Dean IP&I
90	Dean office Audit on 2nd Quarter (2025-26)	2nd Week of January 2026	Dean-Quality	Dean-Quality
91	Quarterly 2025-26 audit Non conformance Report to concern Deans	2nd Week of January 2026	Dean-Quality	Dean-Quality
92	Five year strategic plan	2nd Week of January 2026	Dean P&D	Registrar

93	Collection of Specialization wise Teaching and Non-Teaching staff requirement from All Departments (Recruitment for next Academic Year)	2nd Week of January 2026	Dean-F&SA	Dean-F&SA
94	Department Academic Committee Meeting	2nd Week of January 2026	ALL HODs	Dean Academics
95	Introduction of new courses, programmes (survey)	2nd Week of January 2026	Dean - Academics	Registrar
96	Lab Monitoring Committee	2nd Week of January 2026	ALL HODs	Dean Academics
97	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-BBA	2nd Week of January 2026	Director-Alumni & HoD-BBA	Dean MHS
98	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-CSIT	2nd Week of January 2026	Director Alumni & HoD-CSIT	Principal COE
99	SC / ST/ Minority / OBC Cell Meeting	2nd Week of January 2026	Dean SA	Registrar
100	Grievance Redressal Committee Meeting (For Students)	2nd Week of January 2026	Dean SA	Registrar
101	Declaration of Results for End-Sem Makeup Exams for All UG MHS Phase-II and PG ALL Year Odd Semester	2nd Week of January 2026	COE	Dean Academics
102	Cryptographic Hashing & Digital Signatures-Cryptography Club (Technical Club)	2nd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
103	Post-Quantum Cryptography: The Future of Secure Communication-Cryptography Club (Technical Club)	2nd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
104	Flash Fiction Frenzy: A fun and intensive workshop on crafting compelling flash fiction stories under 500 words. Includes timed writing challenges and peer feedback-Literature Club (Liberal Arts Club)	2nd Week of January 2026	Bikas Sharma (7515), Student Trainer	Director SAC
105	Women in Literature: Voices Through Time A thought-provoking seminar highlighting female authors, their contributions, and how their voices shaped literary history and continue to influence modern narratives-Literature Club (Liberal Arts Club)	2rd Week of January 2026	Bikas Sharma (7515), Student Trainer	Director SAC
106	quiz competition on Computer literacy skills-SVR(Out Reach Club)	2nd Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
107	Life Skills Challenge 2026-SVR(Out Reach Club)	2nd Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
108	Distribution of Sanitary Napkins to rural Women & Awareness program on Menstrual Hygiene	2nd Week of January 2026	Women's Forum	Dean SA
109	Bala Vikasam Programme for Village Children's	2nd Week of January 2026	CEA	Dean SA
110	Dean office Audit on 2nd Quarter (2025-26)	2nd Week of January 2026	Dean-Quality	Dean-Quality
111	University Level Intramural competitions for Students (University Sports Week)	2nd, 3rd, 4th weeks, January 2026 and 1st week February 2026	Physical Education HOD, Assoc. Dean-Sports & Games	Dean SA
112	Audit of Central facilities	2nd & 3rd Week, January 2026	Dean-Quality	Dean-Quality
113	Declaration of Results for Supplementary B.Tech ALL Year Odd Semester	15-01-2026	COE	COE
114	Internal Financial audit	15.01.2026	Finance Officer	Registrar

115	Semester Reflection Week for All UG MHS Phase-II and PG ALL Year Odd Semester	15-01-2026 to 20-01-2026	All HoDs, Principals	Dean Academics
116	Opting for Self-Learning & Academic Flexibilities for MHS II, III, IV & V years and PG (MBA and MCA) Even Semester	16.01.2026 to 28.01.2026	All Principals & HoDs-MHS	Dean Academics
117	First evaluation reports	17.01.2026	All Principals & HOD's	Dean SD&SP
118	Last Day for applying for Peer Mentoring for Freshman Engineering Students for All UG MHS Phase-II and PG 1 Year Odd Semester	17.01.2026 to 20-01-2026	All HoDs, Principals	Dean Academics
119	Student Feedback Reflection on Preliminary Feedback for B.Tech ALL Year Even Semester	17.01.2026 to 24-01-2026	All Engg-HoDs, Principal (COE)	Dean Academics
120	Academic Audit - End Semester for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	17.01.2026 to 25-01-2026	All Principals & HoDs-MHS	Dean Academics
121	Final Result Analysis Reflection along with OBE Analysis for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	17.01.2026 to 25-01-2026	All Principals & HoDs-MHS	Dean Academics
122	Department Library Committee Meeting	20.01.2026	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
123	Release of Re-Evaluation Results for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	20-01-2026	All Principals & HoDs-MHS	Dean Academics
124	Last Date to Apply & Pay Makeup Exam Fee for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	20-01-2026 - 21-01-2026	All Principals & HoDs-MHS	Dean Academics
125	A 5-Day Faculty Induction Program for the newly joined	20-1-2026 to 24-1-2026	Academic Staff College	Dean Academics
126	Preliminary Feedback Week on Academic Quality & TLP for All UG MHS Phase-II and PG ALL Year Even Semester	20.01.2026 to 25.01.2026	All Principals & HoDs-MHS	Dean Academics
127	National Startup Day	3rd week of January 2026	HOD-MDI&E	Dean R&D
128	Notification for University Research Board Meeting- 02	3rd week of January 2026	Dean-R&D	Registrar
129	Fire Service Week	3rd week of January 2026	Dean-P&D	Dean P&D
130	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-MBA	3rd week of January 2026	Director-Alumni & HoD-MBA	Dean MHS
131	Identifying the innovative ideas and Mapping them for a Patent Filing	3rd Week of January 2026	Director-CIIE, HOD-IOT, Women's Forum	Director, CIIE
132	Academic counselling activity report sending report	3rd Week of January 2026	All HoDs, Principals	Dean Academics
133	INTERNAL COMPLAINTS COMMITTEE Meeting (For Students)	3rd Week of January 2026	Dean (SA)	Registrar
134	ANTI RAGGING COMMITTEE Meeting (For Students)	3rd Week of January 2026	Dean (SA)	Registrar
135	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd Week of January 2026	All-HODs	Principal COE
136	Workshop on Entrepreneurship Skill, Attitude and Behavior Development	3rd Week of January 2026	HOD-MDI&E & HOD-BBA	Principal COE/Director CIIE
137	CRC meeting	3rd Week of January 2026	All Principals	Dean R&D
138	Fitness Challenge Run -Marathon Club (Liberal Arts Club)	3rd Week of January 2026	Bikas Sharma (7515), Student Trainer	Director SAC
139	3 short Films -Film Club (Liberal Arts Club)	3rd Week of January 2026	P. Syam Sundar (5368) Asst Prof.	Director SAC
140	Workshop on Languages of the World-Versatales Club (Liberal Arts Club)	3rd Week of January 2026	Bikas Sharma (7515), Student Trainer	Director SAC

141	National Youth Day – January 12-SVR(Out Reach Club)	3rd Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
142	Rang Tarang: Vibrance of Youth Culture-SVR(Out Reach Club)	3rd Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
143	VOIP Forensics-Cyber Security Club (Technical Club)	3rd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
144	Fine-tuning Prompts with Feedback-Prompt - o - Ventures Club (Technical Club)	3rd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
145	Multimodal Prompting Techniques-Prompt - o - Ventures Club (Technical Club)	3rd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
146	Workshop on Basics of Entomology and Integrated Pest Management (IPM)-Agriculture Club (Technical Club)	3rd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
147	Motion Graphics Basics with After Effects-Design Sphere (Technical Club)	3rd Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
148	Commencement of Sports Certification for EVEN Semester	3rd week of January 2026	HODs-CSE, CS&IT, AI&DS	Dean SA
149	Swachhta hi Seva (Series of Program) by NCC	3rd week of January 2026	NCC	Dean SA
150	Seminar on Career Guidance.	3rd Week of January, 2026	Principal- School of Architecture, HOD BFA, Women's Forum	Dean SA
151	Review meeting for the women empowerment teams	3rd week of January 2026	Dean Student Affairs & WOMEN'S FORUM	Dean SA
152	Quarterly 2025-26 audit Non conformance Report to concern Deans	3rd Week of January 2026	Dean-Quality	Dean-Quality
153	Department Sports Committee Meeting	22.01.2026	ALL HODs	Dean SA
154	Start of Peer Mentoring to III year Placement Eligible Students by IV Year Placed Students for Coding	22.01.2026	All Engg HoDs	Dean-Placements
155	Alumni-Academics Connect Week for B.Tech 3 Year Even Semester	22-01-2026 to 27-01-2026	All Engg-HoDs, Principal (COE), Director Alumni	Dean Academics
156	End-Sem Theory, Practical & Skill Make Up Exams* for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	22-01-2026 to 03-02-2026	All Principals & HoDs-MHS	Dean Academics
157	Parakram Diwas (Netaji)	23-01-2026	NSS	Dean SA
158	Netaji Subhas Chandra Bose Birth Anniversary by Hobby clubs	23.01.2026	R. Subhakar Raju (2898) In charge	Director (SAC)
159	Academic Counselling Meeting	23.01.2026	ALL HODs	Dean Academics
160	Career Counselling Committee Meeting	23.01.2026	ALL HODs	Dean Academics
161	Guest Lecture to M.Sc. students	23.01.2026	HOD-Chemistry	Principal Sciences
162	DRC Meeting (Once in a month)	23.01.2026	HOD-CSE	Dean R&D
163	Addressing of Research Backlog Faculty meeting with Pro-Vice chancellor	24.01.2026	HOD-CSE	Dean R&D
164	CSRG Guest Lecture	24.01.2026	HOD-ECE	Dean R&D
165	Workshop	24.01.2026	HOD-Arts	Dean MHS
166	R&D Meeting	27.01.2026	HOD-ECE	Dean R&D
167	Republic Day Celebrations	26.01.2026	Assoc. Dean, Sports & Games, Director SAC, All HODs	Dean SA
168	Schedule for Course Delivery by foreign faculty	26.01.2026	HOD-MBA	Dean MHS
169	Declaration of Results for End-Sem Makeup Exams for MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	26.01.2026	All Principals & HoDs-MHS, Controller of Examinations	Dean Academics
170	MESA - Think Positive Thursday	27.01.2026	HOD-ME	Principal CoE
171	IQAC files updation	27.01.2026	DIIs	ALL HODs
172	FOL	27.01.2026	HOD-ME	Principal CoE
173	Yantrik	27-01-2026& 28-01-2026	HOD-ME	Principal CoE

174	A 5-day FDP-Cohort Based with suitable title & coverage	27-01-2026 to 31-1-2026	Academic Staff College	Dean Academics
175	Sustainable Business Models and Practices	28-01-2026 to 29-02-2026	HoD,-MBA, Finance, Marketing, HR and Analytics Dr. K. Tripathy Dr. S. Ramesh Babu	Dean MHS
176	Guest lecture/training Programme on content development & pedagogy	29.01.2026	Dept of BBA	Dean Academics
177	SPRG Guest Lecture	29.01.2026	HOD-ECE	Dean R&D
178	Release of Notification for Re-Evaluation / Personal Verification for All UG MHS Phase-II and PG ALL Year Odd Semester	1/30/2026	All HoDs, Principals, Controller of Examinations	Dean Academics
179	Declaration of Results for All UG MHS Phase-II and PG ALL Year Odd Semester	30-01-2026	All HoDs, Principals, Controller of Examinations	Dean Academics
180	Final Result Analysis Reflection along with OBE Analysis for All UG MHS Phase-II and PG ALL Year Odd Semester	30-01-2026 to 03-02-2026	All HoDs, Principals	Dean Academics
181	Academic Audit - End Semester for All UG MHS Phase-II and PG ALL Year Odd Semester	30-01-2026 to 03-02-2026	All HoDs, Principals	Dean Academics
182	Submission of Compliance report on Academic Calendar Year of events to the Registrar	31.01.2026	All Functionaries	All Functionaries
183	Research Diary Submission & Verification	31.01.2026	ALL HODs	Dean R&D
184	Parents Meeting	31.01.2026	HOD-ECE	Principal CoE
185	Wipro Talent NXT – Full-Stack Hackathon	4th Week of Jan. 2026	SPOC WiproCenter and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
186	PEGA – Process-Automation Challenge	4th Week of Jan. 2026	SPOC PEGA Center and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
187	Notification for Academic Council Meeting - 03	4th week of January 2026	Dean Academics	Registrar
188	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-ECE	4th week of January 2026	Director-Alumni & HoD-ECE	Principal CoE
189	Non conformance Report to all department HODs & Principal	4th week of January 2026	Dean-Quality	Dean-Quality
190	Non conformance Report reply from HODs to principal and principal to Dean Quality	4th week of January 2026	All Principals	All Principals
191	Circular for Quality Circles Students meeting-03	4th week of January 2026	Dean Quality	Registrar
192	Quality Circles Students meeting-03	4th week of January 2026	Dean-Quality	Dean-Quality
193	Sending Feedback from Quality Circles Students to the concerned Deans	4th week of January 2026	Dean-Quality	Dean-Quality
194	Final Approved(Third Level) Question Papers of all programs	4th week of January 2026	All HoD's, Principals	Dean Academics
195	Parents Meeting for 2nd Years	4th week of January 2026	ALL HODs	Principal CoE
196	Industry Connect Program/ Expert talk	4th week of January 2026	Engg HODs	Principal CoE
197	Alumni Guest Lecture	4th week of January 2026	ALL HODs except Non-Applicable branches (AI&DS, CS&IT, IoT), Director-Alumni	Dean Academics
198	ERP Audit for Research/Profile/Leaves	4th week of January 2026	ALL HODs	Dean R&D
199	Central facilities Non conformance Report to concern Dean	4th week of January 2026	Dean-Quality	Dean-Quality
200	HOD's Compliance report	4th week of January 2026	ALL HODs	Principal
201	Quality Circle meeting in the department for faculty	4th week of January 2026	All HODs	Dean-Quality
202	Quality Circle meeting in the department for students	4th week of January 2026	All HODs	Dean-Quality
203	RPAC meeting	4th week of January 2026	ALL HODs	Dean R&D
204	Research Group Meeting	4th week of January 2026	ALL HODs	Dean R&D

205	Students compliant and grievances about evaluation, analysis report, action taken (Previous Semester)	4th week of January 2026	Controller of Examinations	Dean Academics
206	KL Panorama- kl newsletter-Quarterly	4th week of January 2026	Associate Dean -Publishing	Registrar
207	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-IoT	4th week of January 2026	Director Alumni , HOD IOT	Dean SD&SP
208	Department-wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-Law	4th week of January 2026	Director-Alumni , HoD-Law	Dean MHS
209	Activity 8 - Session on various government Funding Opportunities & schemes towards Startup Initiation	4th week of January 2026	All Engg-HODs, Principal (COE) in association with CIIE, Women's Forum	Director CIIE
210	II B.Tech. - Industrial Visit and III B.Tech. - Industrial Visit	4th week of January 2026	HoD-EEE	Principal CoE
211	Circular for Department Audits (February month)	4th week of January 2026	Dean-Quality	Dean-Quality
212	Anti Sexual Harassment Committee Meeting (For Students)	4th week of January 2026	Dean SA	Registrar
213	SAY NO TO DRUGS Committee Meeting (For Students)	4th week of January 2026	Dean SA	Registrar
214	Grievance Redressal Committee meeting for Faculty & Staff	4th week of January 2026	Dean F&SA	Registrar
215	Conduct a Session on Achieving Problem-Solution Fit and Product-Market Fit	4th week of January 2026	HOD-MDI&E & CEO KL-TIF	Principal COE/Director CIIE
216	ECE Department Technical FEST-2026	4th week of January 2026	HOD-ECE	Principal COE
217	Call for Professor of Practice	4th week of January 2026	Dean F&SA	Registrar
218	Career Awareness Session for All Y23 Admitted Students - Higher Education Abroad/India	4th Week of Jan, 2026	All Principals, HoDs, Director International Relations	Dean SD&SP
219	Workshop on Inter-College Dance Battle-Dance Club (Liberal Arts Club)	4th Week of January 2026	U.Kanaka Prasad (3230) Dance Trainer	Director SAC
220	Workshop on Pentonic Scales-Music Club (Liberal Arts Club)	4th Week of January 2026	K. Subramanya Raju (9409) R. Danamcary (9414)	Director SAC
221	Workshop on Paper Quilling Art Designs-Handicrafts Club (Liberal Arts Club)	4th Week of January 2026	Y. Vijaya (2434) Handicrafts Trainer	Director SAC
222	Youth Suicide Prevention & Emotional First Aid (Guest Talk)-Safe Life(Out Reach Club)	4th Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
223	Growth Hacking for Startups-Vyuha Club(Out Reach Club)	4th Week of January 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
224	Accessibility First: Designing with Everyone in Mind-WebApps (Technical Club)	4th Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
225	Let Data Drive: Metrics, Insights & Smarter Design-WebApps (Technical Club)	4th Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
226	Workshop on Devops -1-Zero One Club (Technical Club)	4th Week of January 2026	B.Rambabu (7271), Assistant Professor	Director SAC
227	Central facilities Non conformance Report reply to Dean Quality	4th week of January 2026	Concerned Deans	Dean-Quality
228	Thyroid Awareness Program	4th week of January 2026	YRC	Dean SA
229	Seminar on Property Rights of Women	4th week of January 2026	Principal-College of Law, HOD-Commerce, Women's Forum	Dean SA
230	National girls Child Day	4th week of January 2026	Women's Forum	Dean SA
231	Republic Day 26-01-2026	4th week of January 2026	NCC	Dean SA

232	Grievances Redressal Committee meeting(Central level)	4th week of January 2026	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
233	Internal Complaints Committee meeting	4th week of January 2026	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
234	Awareness program on Skin care	4th week of January 2026	Women's Forum, Principal (Pharmacy) & HoD-BT	Dean SA
235	Voters Day Programme	4th week of January 2026	CEA	Dean SA
236	Quarterly (2025-26) audit Non conformance Report reply to Dean Quality	4th week of January 2026	All Deans (Except MHS)	Dean-Quality
237	National Voters Day	4th week of January 2026	NSS	Dean SA
238	Dean's Targets audit	4th week of January 2026	Associate Deans-Quality	Dean-Quality
239	Quarterly (2025-26) audit Non conformance Report reply to Dean Quality	4th Week of January 2026	Dean-Quality	Dean-Quality
240	Review of Attendance & Progress of Syllabus coverage	January 2026 (last week)	ALL HODs	Dean Academics
241	Cohort Audit w.r.t. Dept	January 2026 (last week)	HoD CS&IT	Principal-CoE
242	Compliance report on calendar of activities to Registrar	Last Day of the Month	All Functionaries & All HoD's	Registrar

S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority

K L E F Deemed to be University (Vijayawada)
Calendar of Events for the Academic Year 2025-26
February-2026

S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
1	Drills Parades	February (1-4 weeks) 2026	NCC	Dean SA
2	International Conferences by each department	Feb./March 2026	All HoDs	Dean R&D
3	Commencement of Remedial Class work for All UG MHS Phase-II and PG ALL Year Even Semester	Feb./March 2026	Principal-CoE, All Engineering HoDs	Dean Academics
4	Mother's day -work shop on Parenting	February-2026	Women's Forum	Dean SA
5	Workshop on MS-office to Ward Volunteers (Women)	February-2026	Principal-Sciences, HOD-BCA, Women's Forum	Dean SA
6	National Level Women Startup Expo	February-2026	Principal-CoE (in association with CIIE), HOD-CSE, Women's Forum	Dean SA
7	Sexual harassment through social media	February-2026	NSS	Dean SA
8	Campaign for Cleanliness Roads	February-2026	NSS	Dean SA
9	Awareness on Gender Discrimination	February-2026	NSS	Dean SA
10	World Cancer Day	February-2026	NSS	Dean SA
11	Nasha Mukt Bharat Abhiyan	February-2026	NSS	Dean SA
12	Dean's visit to Hyderabad campus	February-2026	ALL Deans	ALL Deans
13	World Radio Day Radio Jockey Workshop	February-2026	ET facilities Head	Dean SA
14	Awareness on Single Use Plastic	February-2026	NSS	Dean SA
15	National-Level Quality Conference	February-2026	Dean-Quality	Dean-Quality
16	Recording the opinion of Prominent Visitors (if any) to the department.	February-2026	ALL HODs	Principals
17	National Level Event (Seminar / workshop / conference) - One in each semester	February-2026	ALL HODs	Dean R&D
18	Parent - Teacher Meeting	February-2026	ALL HODs	Principals
19	Webinar on Legal Entrepreneurship - a skilling event for students.	February-2026	College of Law	Dean SD&SP
20	Guest Lecture - Chemistry	February-2026	HOD-Chemistry	Principal Sciences
21	The Training for students	February-2026	All HoDs	Director CRT
22	AUTODESK workshop	February-2026	HoD Architecture & HoD CE, ME, BSc Animation and Gaming	Dean SD&SP
23	Orientation Programme for the college of Agriculture	February-2026	HOD-Agriculture	HOD-Agriculture
24	Guest Lecture / Industry Connect / Academia Connect - Ph. Chemistry	February-2026	Principal Pharmacy	Director Life sciences
25	Virtual Webinar/ virtual guest lectures/virtual Seminar	February-2026	HOD-Physics	Principal Sciences
26	Skill Based Expert Talk one per month for students	February-2026	ENGG Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
27	Industry Faculty Orientation Lecture one per month for Faculty	February-2026	ENGG Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, ECM, EEE, ME	Dean SD&SP
28	Data Collection of Final year student details for Digital Souvenir	February-2026	All HODs & Director Alumni Faculty Co-Ordinators	Director Alumni
29	I-10 Index verification	February-2026	Dean R&D	Dean R&D
30	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	February-2026	All Principals & HOD's	Dean SD&SP
31	Principal & Dean Academics meeting with CCs & Cohort Professor In charges and Faculty In charges	February-2026	Principal COE & Dean Academics	Dean Academics
32	Multidisciplinary Research Design Presentation	February-2026	HOD-IRD	Dean R&D
33	Orientation Programme for BBA and MBA departments	February-2026	HOD's -BBA/MBA; Librarian	Dean MHS

34	Registration & participation in Hackathon Blocks 2025-26 (online)	Every Saturday	All Engg. HoDs, Principal (COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
35	Sem In - 1 Theory Examinations II, III, IV, V BBA-LLB, II, III LLB	02.02.2026 to 07.02.2026	Principal/HOD-Law, Controller of Examinations	Dean Academics
36	In-Sem 1 Theory Exams for MHS II, III, IV & V years and PG (MBA and MCA) Even Semester	02.02.2026 to 07.02.2026	All MHS HoD's, COE (Release of Timetable)	Dean Academics
37	Department website update	03.02.2026	ALL HODs	Principals
38	Last Date to apply for Re-Evaluation / Personal Verification for All UG MHS Phase-II and PG All Year Odd Semester	03-02-2026	All HoDs, Principals, Controller of Exams	Dean Academics
39	A 5-day FDP on Setting Quality question Papers and	3-02-2026 to 7-02-2026	Academic Staff College	Dean Academics
40	College Day (College Event) (Tentatively)	05.02.2026	HOD-College of Law	Dean MHS
41	MESA - Motivational Monday	05.02.2026	HOD-ME	Principal COE
42	Research Felicitation Day	06.02.2026	Dean - Research & Development	Dean R&D
43	Court Visit to Students	07.02.2026	HOD - College of Law	Dean MHS
44	Faculty Social Profile Building	07.02.2026	HOD - CSE	Dean F&SA
45	International Conference (IconPAC-2026)	06-02-2026 & 07-02-2026 (Fri-Sat)	HoD-Chemistry Convenor- Dr. K. Deepti Co- convenor- Dr. T. Anusha & Dr. E. Siva Sankar Rao	Principal Sciences
46	First International Conference on "Taxation Trends and Financial Insights: Unveiling the Future of Accounting"	07-02-2026 to 09-02-2026	HoD-Commerce, Accounting, Taxation and finance Dr. Robert Edwin Chester Dr.Debadatta Das	Dean MHS
47	Infosys Spring Board – Full-Stack Sprint	1st week of Feb. 2026	SPOC Infosys and HOD SOCC, HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
48	Microchip – Embedded-IoT Prototype Jam	1st week of Feb. 2026	SPOC Microchip Center and HOD ECE	Dean, Skill & Progression
49	Notification for Planning and Monitoring Board Meeting - 02	1st week of February 2026	Dean-P&D	Registrar
50	Administrative Files Audit by Department Team (Once in a month)	1st week of February 2026	Department IQAC In charges (DIIs)	ALL HODs
51	Posting of Teaching and Non-Teaching Staff Recruitment Advertisement	1st week of February 2026	Dean-F&SA	Dean F&SA
52	Spot valuation of Pre PhD examination	1st week of February 2026	Dean R&D	Dean R&D
53	IQAC internal meeting	1st week of February 2026	Dean-Quality	Dean Quality
54	Course Instructors meeting with course Co-ordinators (weekly Once)	1st week of February 2026	ALL HODs	Dean Academics
55	Faculty Orientation Lecture	1st week of February 2026	ALL HODs	Principal COE
56	LMS/ERP committee meeting	1st week of February 2026	ALL HODs	Dean Academics
57	Counselling Report Verification by Department Team (Once in a month)	1st week of February 2026	ALL HODs	Principals
58	Circular for audit of Central facilities	1st week of February 2026	IQAC	Dean-Quality
59	EXPATICA-National Level Management Fest	1st week of February 2026	HOD-MBA, HOD-BBA	Dean MHS
60	Research Board Meeting- Meeting Minutes / Action taken report	1st week of February 2026	Dean-R&D	Registrar
61	Field/Exposure Visit to Pre-incubation units such as Idea Lab, Fab lab, Makers Space, Design Centers, City MSME clusters, workshops etc.	1st week of February 2026	HOD-MDI&E	Principal COE/Director CIIE
62	University Research Board Meeting - 02	1st week of February 2026	Dean-R&D	Registrar
63	Bhagath Singh mono-action and Alluri Seetharama Raju (Mono actions)-Dramatics Club (Liberal Arts Club)	1st Week of February 2026	V. G. Krishna Murthy (2425), Dramatic Trainer	Director SAC

64	Landscape Painting - Perspective (Plein Air-Including Live painting in campus green areas)-Painting Club (Liberal Arts Club)	1st Week of February 2026	Sridhar Patnala (5279) Assistant Professor	Director SAC
65	Workshop on embroidery techniques for fashion-Fashion Club (Liberal Arts Club)	1st Week of February 2026	Bikas Sharma (7515), Student Trainer	Director SAC
66	Understand science in the light of spirituality-Spiritual Sciences Club (Out Reach Club)	1st Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
67	awareness on Toilet construction Techniques-SVR (Out Reach Club)	1st Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
68	Cancer Awareness Program	1st week of February 2026	Women's forum, Principal (Pharmacy) & HoD-BT	Dean SA
69	Statue Cleaning program	1st week of February 2026	NCC	Dean SA
70	Organ Donations Awareness Programme in villages	1st week of February 2026	CEA	Dean SA
71	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-Ag BSc	1st week of February 2026- (Once in a Semester)	Director-Alumni & HoD-Agriculture	Dean MHS
72	Sem In - 1 Theory Examinations IV B.Tech	09.02.2026 to 12.02.2026	All Engineering HoDs	Principal-COE
73	Second evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	10.02.2026	All Principals & HOD's	Dean SD&SP
74	Department Library Committee Meeting	10.02.2026	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
75	Training Programme on Excels	2/10/2026	HOD - Commerce	Dean MHS
76	Release of Re-Evaluation Results for All UG MHS Phase-II and PG All Year Odd Semester	10-02-2026	All HoDs, Principals, Controller of Exams	Dean Academics
77	World Pulses Day	10.02.2026	Director&HoD-Agriculture	Director/HoD-Agriculture
78	A 5-day FDP on Becoming global professionals and Intellectual Leadership	10-02-2026 to 14-02-2026	Academic Staff College	Dean Academics
79	Guest lecture/training Programme on US taxation	12-2-2026	Dept of Commerce	Dean MHS
80	Guest lecture/training Programme on paradigms of Marketing	12-2-2026	Dept of BBA	Dean MHS
81	Guest lecture on Personality Development	12-2-2026	Dept. of BCA	Principal Sciences
82	Periodic Research Opportunities Exploration	12-2-2026	HOD - CSE	Dean R&D
83	Subject Based Seminar for Faculty (all Research Groups)	12-2-2026	ALL HODs	Dean R&D
84	Counselling report for slow learners and backlog students	12-02-2026 - 16-02-2026	All HoDs, Principals	Dean Academics
85	In- Semester Result Analysis Reflection for B.Tech ALL Year Even Semester	12-02.2026 - 16-02-2026	All Engg HoDs, Principal (COE)	Dean Academics
86	Motivational Class	14.02.2026	HOD - ARTS	Dean MHS
87	Tessolve – FPGA/VLSI Test-Flow Hack	2nd week of Feb. 2026	SPOC TESSOLVE Center and HOD ECE, HOD EEE, HOD IOT	Dean, Skill & Progression
88	MongoDB – NoSQL Data Sprint	2nd week of Feb. 2026	SPOC MongoDB Center and HODs of CSE, HOD AI&DS, HOD CS&IT.	Dean, Skill & Progression
89	Circular for AAA of Deans, Registrar's Office and Exam Cell	2nd week of February 2026	Dean-Quality	Dean-Quality
90	Academic Council Meeting-3	2nd week of February 2026	Dean Academics	Registrar
91	Academic Counselling Week for Engg II, III, IV & MHS II, III, IV & V years and PG (MBA and MCA) Odd Semester	2nd week of February 2026	All Principals & All HoDs (Both Engg & MHS)	Dean Academics

92	Academic Counselling Week for FED & MHS I year	2nd week of February 2026	All concerned Principals & HODs (FED, Agri, Arch, Law, Pharmacy, Arts, Fine Arts, Commerce, BBA, BCA & Food technology	Dean Academics
93	Industrial Visit for III/IV B.Tech	2nd week of February 2026	HOD-ME	Principal COE
94	Lab Monitoring Committee	2nd week of February 2026	ALL HODs	Dean Academics
95	Workshops/ guest lectures / seminars committee meeting	2nd week of February 2026	HOD-Chemistry	Principal Sciences
96	HoD meeting with Faculty & Staff	2nd week of February 2026	ALL HODs	Principals
97	Start of Peer Mentoring to pre final year Placement Eligible Students by final Year Placed Students for Core	2nd week of February 2026	ALL HODs	Principals
98	Guest lecture to M.Sc. Students	2nd week of February 2026	HOD-Mathematics	Principal Sciences
99	SC / ST/ Minority / OBC Cell Meeting	2nd week of February 2026	Dean SA	Registrar
100	Two- day Workshop on Clay Modelling 14-2-2026 & 15-2-2026	2nd week of February 2026	HoD-Fine Arts	Dean MHS
101	Literary Translation Lab: This workshop introduces the art of literary translation—translating poetry, prose, and cultural essence between languages. Participants can bring bilingual texts for hands-on experience-Literature Club (Liberal Arts Club)	2nd Week of February 2026	Bikas Sharma (7515), Student Trainer	Director SAC
102	Writing Across Cultures: Diversity in Literature: Discusses the importance of inclusivity in storytelling and how global voices shape literary trends and foster cross-cultural understanding-Literature Club (Liberal Arts Club)	2rd Week of February 2026	Bikas Sharma (7515), Student Trainer	Director SAC
103	Community Water Testing and Awareness Program-SVR (Out Reach Club)	2nd Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
104	Cryptography Capture the Flag (CTF)-Cryptography Club (Technical Club)	2nd Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
105	Cryptographic Hash Functions: Guardians of Data Integrity-Cryptography Club (Technical Club)	2nd Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
106	National Deworming Day – February 10-SVR (Out Reach Club)	2nd Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
107	Awareness program on "Legal rights for women"	2nd week of February 2026	Convener-Women's Forum, HOD-LAW	Dean SA
108	Conduction of Koneru Lakshmaiah Memorial Trophy (One week)	2nd week of February 2026	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
109	Seminar on Gender Justice at Workplace	2nd week of February 2026	Principal/HOD-College of Law, Women's Forum	Dean SA
110	Workshop on Patent Filing	2nd week of February 2026	Director-IIC, HOD-Chemistry, Women's Forum	Dean SA
111	International day for women & girls in science	2nd week of February 2026	WOMEN'S FORUM	Dean SA
112	Career Guidance Programme for 9th & 10th Class students in Z.P. Students.	2nd week of February 2026	CEA	Dean SA
113	Trekking	2nd week of February 2026	NCC	Dean SA
114	Audit of Central facilities	2nd & 3rd Week, February 2026	Dean-Quality	Dean-Quality
115	Audit of Departments	2nd & 3rd Weeks, February 2026	Dean-Quality	Dean-Quality

116	Guest lecture/training Programme on Effective acquisition of Information	2/14/2026	Dept. of Arts	Dean SD&SP
117	Targets met towards Competitive examinations and Progression in Higher education	2/16/2026	Dean SP&SD	Dean SD&SP
118	In-Sem 1 Theory Exams for B.Tech ALL Year Even Semester	16.02.2026 to 19.02.2026 (First Year) & 09.02.2026 to 12.02.2026 (II, III, IV year)	All HODs of Engg. & Principal (COE) and COE (Release of Timetable)	Dean Academics
119	In-Sem 1 Theory Exams for All UG MHS Phase-II and PG ALL Year Even Semester	16-02-2026 to 19-02-2026	All MHS HoD's, COE (Release of Timetable)	Dean Academics
120	Sem-In-I Examinations for I M. Pharmacy	16-02-2026 to 19-02-2026	Principal-Pharmacy, CoE	Dean Academics
121	International Conference on Sustainable Mechanical Engineering (ICSME-2026)	17-02-2026 to 18-02-2026	HoD-ME, 1. Design & Manufacturing Research Group(DMRG) 2. Energy & CFD Research Group(ECFD) Dr.T.Vijaya Kumar, Dr.G.Murali, Dr.S.N.Padhi, Prof. Rao	Dean R&D
122	Industry-Academics Connect Week for B.Tech 2 Year Even Semester	17.02.2026 to 23.02.2026	All Engg HoDs, Principal (COE)	Dean Academics
123	Academic Audit - In Semester for B.Tech ALL Year Even Semester	19-02-2026	All Engg HoDs	Principal COE
124	A One-day Technical Workshop on Robotics and Artificial Intelligence	19-02-2026	Academic Staff College	Principal COE
125	Koneru Lakshmaiah Memorial Trophy	21.02.2026 to 25.02.2026	Assoc. Dean-Sports & Games	Dean SA
126	Sem-In-II Examinations for I Pharm. D	21.02.2026 to 24.02.2026	Principal-Pharmacy, CoE Controller of Examinations (Release of Timetable)	Dean Academics
127	Planning and Monitoring Board Meeting - 02	3rd week of February 2026	Dean - P&D	Registrar
128	Mid-Term review of Practice School-II for Y21 Batch B.Tech. Students	3rd week of February 2026	Dean, Placements & Internships	Dean Placements & Internships
129	Research group meeting	3rd week of February 2026	ALL HODs	Dean R&D
130	Last Date for Receiving of Applications for Teaching and Non-Teaching Staff positions	3rd week of February 2026	Dean-F&SA	Dean F&SA
131	ERP Audit for Research/Profile/Leaves	3rd week of February 2026	ALL HODs	Dean R&D
132	HOD's Compliance report	3rd week of February 2026	ALL HODs	Principals
133	Organizing subject based workshop/seminar/ conference for faculty -One in each semester	3rd week of February 2026	ALL HODs	Principals
134	RPAC meeting	3rd week of February 2026	ALL HODs	Dean R&D
135	Industry Connect Program	3rd week of February 2026	Engg HODs	Principal COE
136	5 Days Refresher Program	3rd week of February 2026	HOD-CE	Principal COE
137	Department-wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-Fine Arts	3rd week of February 2026 (Once in a Semester)	Director-Alumni/HoD-Fine Arts	Dean MHS
138	Competition on Thanda Ruchi (Festival of Tribal Flavor's)-SVR (Out Reach Club)	3rd Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
139	Cooking Without Fire Contest (local recipes by women groups)-SVR (Out Reach Club)	3rd Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
140	Last date for submission of Budget for next Financial Year	3rd week of February 2026	All HoDs/Deans/Directors/Principals/Associate Deans	Finance Officer/ Registrar
141	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of February 2026	All-HODs	Principal COE

142	Career Awareness Session for All Y23 Admitted Students - Start ups & Entrepreneurship	3rd week of February 2026	All Principals, HoDs, Director CIIE	Dean SD&SP
143	AAA Audit	3rd week of February 2026	Dean-Quality	Dean-Quality
144	AAA Non conformance Report to Deans, Exam cell & Registrar	4th week of February 2026	Dean-Quality	Dean-Quality
145	Heart health Awareness Program	3rd week of February 2026	YRC	Dean SA
146	Participation of Students in All India and South Zone Inter University tournaments	3rd week of February 2026	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
147	Workshop on Digital Literacy for Women	3rd week of February 2026	Principal, College of Engineering (in association with CIIE), HOD CSE, Women's Forum	Dean SA
148	Black Day Rally	3rd week of February 2026	NCC	Dean SA
149	Organize an Inter/Intra Institutional Innovation competition/Challenge/Hackathon and Reward Best Innovations	3rd week of February 2026	HOD-MDI&E & ALL-HODs	Principal COE/Director CIIE
150	Miles for Smiles-Marathon Club (Liberal Arts Club)	3rd Week of February 2026	Bikas Sharma (7515), Student Trainer	Director SAC
151	3 short Films-Film Club (Liberal Arts Club)	3rd Week of February 2026	P. Syam Sundar (5368) Asst Prof.	Director SAC
152	Workshop on Short film & Screen Writing-Versatales Club (Liberal Arts Club)	3rd Week of February 2026	Bikas Sharma (7515), Student Trainer	Director SAC
153	Integrating Prompts with APIs-Prompt - o - Ventures Club (Technical Club)	3rd Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
154	Prompting for Domain-Specific Models-Prompt - o - Ventures Club (Technical Club)	3rd Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
155	Seminar on Fundamentals of Soil Science for Sustainable Farming-Agriculture Club (Technical Club)	3rd Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
156	Color Grading and Correction in DaVinci Resolve-Design Sphere Club(Technical Club)	3rd Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
157	Rural Banking Awareness Programme	3rd week of February 2026	CEA	Dean SA
158	Skill week-2 for I, II and III Pharm. D	16.02.2026 to 21.02.2026	Principal (Pharmacy)	Dean SD&SP
159	Skill week for I, II, III, IV B. Pharmacy	16.02.2026 to 21.02.2026	Principal (Pharmacy)	Dean SP&SD
160	MERG Seminar	23.02.2026	HOD-ECE	Principal COE
161	Guest Lecture to M. Sc students	23.02.2026	HOD-Chemistry	Principal Sciences
162	Workshop	24.02.2026	HOD - ARTS	Dean MHS
163	Review on Progress of Student Opted for Semester Abroad Program	27.02.2026 to 28.02.2026	All HoD's and Principals	Dean Academics Director IR
164	Academic counselling activity report sending	28.02.2026	ALL HODs	Dean Academics
165	Research Diary Submission & Verification	28-02.2026	ALL HODs	Dean R&D
166	Scrutinizing for Identifying Eligible Applicants for Teaching and Non-Teaching Staff Positions	4th week of February 2026	Dean-F&SA	Dean F&SA
167	Non conformance Report to all department HODs and Principal	4th week of February 2026	Dean-Quality	Dean Quality
168	Letters Postage & SMS to Parents about their wards attendance and marks till test-1 for Even Sem courses-By each department respectively	4th week of February 2026	ALL HODs	Principals
169	Circular for Department Audits (March month)	4th week of February 2026	Dean-Quality	Dean-Quality
170	Central facilities Non conformance Report to concerned Deans	4th week of February 2026	Dean-Quality	Dean-Quality
171	Central facilities Non conformance Report reply to Dean Quality	4th week of February 2026	Concerned Deans	Dean-Quality
172	Quality Circle meeting in the department for faculty	4th week of February 2026	All HODs	Dean-Quality
173	Quality Circle meeting in the department for students	4th week of February 2026	All HODs	Dean-Quality

174	Grievance Redressal Committee meeting for Faculty & Staff	4th week of February 2026	Dean (F&SA)	Registrar
175	Professional Societies Activities	4th week of February 2026	HOD - Commerce	Dean MHS
176	Alumni Sponsored Medals	4th week of February 2026	Director Alumni, All HODs & All Dept Coordinators	Registrar
177	Mentoring Event: Demo Day/Exhibition/Poster Presentation of Innovations/Prototypes & linkage with Innovation Ambassadors/Experts for Mentorship Support.	4th week of February 2026	HOD-MDI&E	Principal COE/Director CIIE
178	AAA-Non conformance Report reply from Deans, Exam cell & Registrar's office to Dean Quality	4th week of February 2026	Concerned Deans, Controller of Examinations & Registrar's Office	Dean-Quality
179	Circular for Quality Circles Faculty meeting -03	4th week of February 2026	Dean-Quality	Registrar
180	Quality Circles Faculty meeting-03	4th week of February 2026	Dean-Quality	Dean-Quality
181	Notification for Finance Committee Meeting-3	4th week of February 2026	Finance Officer	Registrar
182	Review of Attendance & Progress of Syllabus coverage	4th week of February 2026	ALL HODs	Dean Academics
183	ERP Student Profile Update	4th week of February 2026	All-HODs	Principal COE
184	Cohort Audit w.r.t. Dept	4th week of February 2026	All-HODs	Principal COE
185	Pre Ph.D. Exams / Reviews for all Batches	4th week of February 2026	Dean R&D	Dean R&D
186	Navratri Garba Night-Dance Club (Liberal Arts Club)	4th Week of February 2026	U.Kanaka Prasad (3230) Dance Trainer	Director SAC
187	Workshop on Song Notes-Music Club (Liberal Arts Club)	4th Week of February 2026	K. Subramanya Raju (9409) R. Danamcary (9414)	Director SAC
188	Workshop on Fabric Painting Designs-Handicrafts Club (Liberal Arts Club)	4th Week of February 2026	Y. Vijaya (2434) Handicrafts Trainer	Director SAC
189	App & Chatbot Tools for Wellness – Beginner's Bootcamp-Safe Life Club (Out Reach Club)	4th Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
190	Building a Strong Entrepreneurial Mindset-Vyuha Club (Out Reach Club)	4th Week of February 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
191	Rapid Prototyping Hackathon: 48hr Design Sprint-WebApps Club (Technical Club)	4th Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
192	Crafting Powerful UX Case Studies-WebApps Club (Technical Club)	4th Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
193	Code for Cause -1Zero One Club (Technical Club)	4th Week of February 2026	B.Rambabu (7271), Assistant Professor	Director SAC
194	Pre SURABHI -2026 celebrations /Department celebrations (optional)	4th Week of February 2026	Dept HODs	Dean SA
195	SURABHI-2026	4th Week of February 2026	Convener-SURABHI & Registrar	Dean SA
196	Preparation of Best Sports Students List by the committee, Prize distribution on the day of SURABHI	4th Week of February 2026	Physical Education HOD, Assoc. Dean, Sports & Games	Dean SA
197	NCC Day Celebrations	4th Week of February 2026	NCC	Dean SA
198	National Seminar on Women Safety Measures	4th Week of February 2026	Principal- School of Architecture, HOD BBA, Women's Forum	Dean SA
199	National Science Day. Technical Model Projects Training in for Z.P. School students	4th Week of February 2026	CEA	Dean SA
200	Dean's Targets audit	4th Week of February 2026	Associate Deans-Quality	Dean-Quality
201	Compliance report on Calendar of Activities to Registrar	Last Day of the Month	All Functionaries & All HoD's	Registrar

S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
	K L E F Deemed to be University (Vijayawada)			
	Calendar of Events for the Academic Year 2025-26			
	March-2026			
1	Registration & participation in Hackathon Blocks 2026 (online)	Every Saturday	All Engg. HoDs, Principal(COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
2	Skill Placements by experts from relevant skill Academies to be planned and Conducted between	18th to 23rd Oct'2026 (Odd-Sem), 7th to 12th March'2026 (Even-Sem)	Dean IP&I, All Directors of Placements	Dean SD&SP
3	Fixing dates for KLEEE / Counselling	Jan & Mar, 2026	Director-Admissions & Convenor	Registrar
4	Finalization of Budget proposals for the academic year 2026-27	March 2026	Finance Officer	Registrar
5	Preparation of University Sports Calender-2026-27	March 2026	Assoc Dean Sports	Dean SA
6	International Women's Day	March-2026	NSS	Dean SA
7	Seminar on Oral health hygiene	March-2026	Convenor-Women's Forum	Dean SA
8	No Smoking Day	March-2026	NSS	Dean SA
9	National Vaccination Day	March-2026	NSS	Dean SA
10	Femflare	March-2026	Convenor-Women's Forum	Dean SA
11	World Water Day	March-2026	NSS	Dean SA
12	Dean's visit to Hyderabad campus	March-2026	ALL Deans	ALL Deans
13	Convergence. Annual events review Programme CEA	March-2026	CEA	Dean SA
14	Guest lecture on Concepts of Art	March-2026	HOD-Fine arts	Dean MHS
15	2026 Passed out batch Souvenir Release	March-2026	ALL HODs, Principals	Dean Academics
16	Skill Based Expert Talk one per month for students	March-2026	ENGG Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
17	Industry Faculty Orientation Lecture one per month for Faculty	March-2026	ENGG Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Principal COE
18	Workshop-Pharm. D	March-2026	Principal Pharmacy	Director Life Sciences
19	Library Advisory Committee Meeting (LAC)	March-2026	Librarian	Dean P&D
20	Orientation Programme for CSIT, CSE, EEE, AI&DS departments	March-2026	HOD's CS&IT, CSE, EEE, AI&DS, Librarian	Dean P&D
21	K L Horizon-student Magazine(Half Year)	March-2026	Associate Dean-Publishing	Registrar
22	Guest Lecture - Ceutics	March-2026	Principal Pharmacy	Director Life Sciences
23	The Training for students	March-2026	All HoDs	Director CRT
24	Skilling Workshops/Bootcamps.	March-2026	All HoDs	Dean SD&SP
25	Work Shop / National Conference	March-2026	HOD-Commerce	Dean MHS
26	Orientation Programme on SAP certification	March-2026	DEPT BBA	Dean MHS
27	EVEN Semester In-Semester - 1 Examination Results	02-03-2026	Controller of Exams	Dean Academics
28	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	02-03-2026	All Principals & HOD's	Dean SD&SP
29	Parent -Teacher Association meeting in MHS department	02-03-2026 to 03-03-2026	MHS HOD's & Principals	Principals
30	Parent-Faculty Association Meeting for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	02-03-2026 to 03-03-2026	All Principals & HoDs (MHS)	Principals
31	In- Semester Result Analysis Reflection for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	02-03-2026 to 03-03-2026	All Principals & HoDs (MHS)	Dean Academics
32	Placement Training	02.03.2026 to 30.03.2026	HOD - CSS	Director CRT
33	Workshops/ guest lectures / seminars committee meeting	02.03.2026 to 30.03.2026	ALL HODS	Principals
34	Commencement of Remedial Class work for B.Tech ALL Year Even Semester	03.03.2026	All Engg HoDs, Principal (COE)	Dean Academics

35	New Programs - PDD submission	3/3/2026	All HoDs, Principals	Dean Academics
36	Commencement of Remedial Class work for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	03.03.2026	All Principals / HoDs (MHS)	Dean Academics
37	Academic Audit - In Semester for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	03.03.2026	All HoDs, Principals of MHS	Dean Academics
38	A 5-day FDP on Work Integrated Learning the new global trends	03-03-2026 to 7-03-2026	Academic Staff College	Dean Academics
39	News Letter submission	04.03.2026	All Deans, Directors and HODs	Associate Dean (Publishing)/Dean Academics
40	Motivational Class	04.03.2026	HOD - ARTS	Dean MHS
41	Project Expo	04.03.2026 to 8.03.2026	Dean-R&D, All HoDs	Dean R&D
42	Industry-Academics Connect Week for B.Tech 3 Year Even Semester	04-03-2026 to 08-03-2026	Engg HODs, Principal COE	Dean Academics
43	Student Feedback Reflection on Preliminary Feedback for All UG MHS Phase-II and PG ALL Year Even Semester	04-03-2026 to 09-03-2026	All HoDs, Principals	Dean Academics
44	MESA - Technical Tuesday	05.03.2026	HOD-ME	Principal COE
45	Half yearly Reports from the In-charges of Central facilities (KLUBS, Library, Transport, Hostels, Physical education, Security, Canteen, Welfare and Wellness Cell (Medical) and Transport etc.)	06.03.2026	In-charges of Central facilities through their respective Deans (KLUBS, Library, Transport, Hostels, Physical education, Security, Canteen & Welfare and Wellness Cell (Medical) etc.)	Dean SA
46	Alumni-Academics Connect Week for MHS II, III, IV and V years and PG (MBA and MCA) Even Semester	06-03-2026 TO 09-03-2026	Principal (MHS), HoDs (MHS), Director Alumni	Dean Academics
47	Capacity Building Programme for Faculty	07.03.2026	HOD - College of Law	Dean MHS
48	Faculty Social Profile Building	07.03.2026	HOD - CSE	Dean F&SA
49	Workshop / Seminar / Conference	07.03.2026	HOD - Chemistry	Dean R&D
50	Academic Audit - In Semester for All UG MHS Phase-II and PG ALL Year Even Semester	07-03-2026 to 13-03-2026	All HoDs, Principals	Dean Academics
51	Unity AR/VR Center – Immersive AR/VR Prototype Jam	1st Week of March 2026	SPOC Unity Center and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
52	Palo Alto Networks Cybersecurity Academy – Security CTF	1st Week of March 2026	SPOC Palo Alto Networks Center and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
53	Administrative Files Audit by Department Team (Once in a month)	1st Week of March 2026	Department IQAC In-Charge	ALL HODS
54	Industrial Visit for IV/IV B.Tech.	1st Week of March 2026	HOD-ME	Principal COE
55	Collection of External Panel Members for Faculty Ratification Interviews from All HODs	1st Week of March 2026	Dean-F&SA	Dean F&SA
56	Maintenance of Solar, Windmills, Biogas Plant	1st Week of March 2026	Dean P&D	Dean P&D
57	IQAC internal meeting	1st Week of March 2026	Dean Quality	Dean Quality
58	Circular for 55th IQAC Advisory Committee meeting	1st Week of March 2026	Dean Quality	Dean Quality
59	Department Library Committee Meeting	1st Week of March 2026	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
60	Entrepreneurship Activity for II B.Tech.	1st Week of March 2026	All Engineering HODs, Director CIIE	Dean Academics
61	Faculty Orientation Lecture	1st Week of March 2026	ALL HODS	Principals
62	Counselling Report Verification by Department Team (Once in a month)	1st Week of March 2026	ALL HODs	All Principal
63	LMS/ERP committee meeting	1st Week of March 2026	ALL HODs	Dean Academics
64	Departmental talk	1st Week of March 2026	ALL HODs	Dean R&D
65	Department website updation	1st Week of March 2026	ALL HODs	Principals
66	Circular for audit of Central facilities	1st Week of March 2026	IQAC	Dean Quality
67	OMBUDMAN Meeting with Students	1st Week of March 2026	Dean (SA)	Registrar

68	Workshop on Prototype/Process Design and Development.	1st Week of March 2026	HOD-MDI&E	Principal COE/Director CIIE
69	Nethaji Subhas Chadra Bose, Jhansi Lakshmi Bai (Mono-actions)- Dramatics Club (Liberal Arts Club)	1st Week of March 2026	V. G. Krishna Murthy (2425), Dramatic Trainer	Director SAC
70	Art from Imagination- Surrealistic & unreal Terracotta tiles -Painting Club (Liberal Arts Club)	1st Week of March 2026	Sridhar Patnala (5279) Assistant Professor	Director SAC
71	Seminar on fashion careers (e.g., designers, stylists, photographers-Fashion Club (Liberal Arts Club)	1st Week of March 2026	Bikas Sharma (7515), Student Trainer	Director SAC
72	Understand science in the light of spirituality-Spiritual Sciences Club (Out Reach Club)	1st Week of March 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
73	Chinnari Rangotsavam (Children's Color Festival)-SVR (Out Reach Club)	1st Week of March 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
74	National Nutrition Awareness Month	1st Week of March 2026	YRC	Dean SA
75	Blood Donation	1st Week of March 2026	YRC	Dean SA
76	Awareness Program on Women Legal Rights	1st Week of March 2026	Principal-College of Law, HOD-Arts, Women's Forum	Dean SA
77	International Women's Day Celebrations	1st Week of March 2026	WOMEN'S FORUM	Dean SA
78	Awareness on Plastic usage in Z.P. High Schools/Villages	1st Week of March 2026	CEA	Dean SA
79	All 1st year Sem-in-I Exams (UG and PG, 1st year students Engineering & MHS)	1st week of March 2026 (Tentatively)	All Principals & HOD's (Engineering & MHS), FED, Controller of Examinations (Release of Timetable)	Dean Academics
80	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-B. Arch	1st week of March 2026 (Once in a Semester)	Director-Alumni & HoD-B.Arch.	Dean SD&SP
81	Digital Souvenir	1st Week to 3rd Week March 2026	Director-Alumni, All HoDs & Dept. Alumni Coordinators except IoT & Publishing	Dean Academics
82	International Women's Day, Fem Flare 2K25	08.03.2026 to 09.03.2026	Convener - Women's Forum	Dean SA
83	Commencement of Remedial Class work for All UG MHS Phase-II and PG All Year Even Semester	09.03.2026	All Principals & HoDs (MHS)	Dean Academics
84	Finalization of List of CRT Eligible Students	09.03.2026	Director CRT, ALL HODS	Dean IP&I
85	Orientation Programme on R-Programming, AMOS, E-Views.	09.03.2026	DEPT COMMERCE	Dean MHS
86	Orientation Programme on Presentation skills, web resources, material development etc.	09.03.2026	All MHS HoD's, Principals MHS, Dean MHS	Dean SD&SP
87	NTRG Seminar	09.03.2026	HOD-ECE	Dean R&D
88	LAB Internal Examinations with regular class work I, II, III, IV B. Pharmacy	09-03-2026 to 14-03-2026	Principal (Pharmacy)	Dean Academics
89	Lab-In-Examinations-3 for II and III Pharm. D	09-03-2026 to 14-03-2026	Principal-Pharmacy, CoE	Dean Academics
90	Internal Lab exams	09-03-2026 to 14-03-2026	ALL HODs	Dean Academics
91	LAB Internal Examinations with regular class work III, IV, V B.Arch.	09-03-2026 to 14-03-2026	Principal/HoD-Architecture	Dean Academics
92	In-Sem Lab Exams for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	09-03-2026 to 14-03-2026	All MHS HoD's	Dean Academics
93	In-Sem Lab Exams for B.Tech ALL Year Even Semester	09-03-2026 to 14-03-2026	All Engg HoDs, Principal-COE	Dean Academics
94	LAB Internal Examinations with regular class work IV B.Tech	09-03-2026 to 14-03-2026	All Engg HoDs, Principal-COE	Dean Academics
95	Quant Content Preparation for CPT-2026	10.03.2026 to 15.03.2026	HOD- CSS	Director CRT
96	SRP Phase -0 (SRP Preparation Phase)	11-03-2026 to 23-03-2026	All HoDs, Principals	Dean Academics

97	Visiting a site	14.03.2026	HOD - ARTS	Dean MHS
98	R&D Meeting	14.03.2026	HOD-ECE	Dean R&D
99	CSRG Seminar	14.03.2026	HOD-ECE	Dean R&D
100	Alumni-Academics Connect Week for All UG MHS Phase-II and PG 2nd	14-03-2026 TO 16-03-2026	HoDs (MHS), Director Alumni	Dean Academics
101	HoD meeting with Faculty & Staff	2nd week of March 2026	ALL HODS	Principals
102	Lab Monitoring committee	2nd week of March 2026	ALL HODs	Dean Academics
103	Alumni Guest lecture	2nd week of March 2026	ALL HODs, Director Alumni	All Principals
104	IBM Skill Academy – Watson Chatbot Hackathon	2nd week of March 2026	SPOC IBM and HODs CSE, AI&DS, CS&IT, HOD BCA, HOD MCA	Dean, Skill & Progression
105	Salesforce – Lightning-Component Hack	2nd week of March 2026	SPOC Salesforce Center and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
106	Academic Counselling Week for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	2nd week of March 2026	All Principals & HoDs (MHS), Dean Academics	Dean Academics
107	Academic Counselling Week for FED & MHS I year	2nd week of March 2026	All concerned Principals & HODs (FED, Agri, Arch, Law, Pharmacy, Arts, Fine Arts, Commerce, BBA, BCA &Food technology	Dean Academics
108	Industry Connect Program	2nd week of March 2026	Engg HODS	Principals
109	Academic counselling activity report sending to Dean Academics	2nd week of March 2026	ALL HODs	Dean Academics
110	Department Advisory Meeting (Once in a month)	2nd week of March 2026	ALL HODs	Principals
111	Meeting with parents of IV year MHS	2nd week of March 2026	ALL HODs	Dean MHS
112	Interviews for Teaching and Non-Teaching Staff positions	2nd week of March 2026	All HODs	Dean F&SA
113	55th IQAC Advisory Committee meeting	2nd week of March 2026	Dean-Quality	Dean Quality
114	International Conference	2nd week of March 2026	HOD - COMMERCE	Dean R&D
115	Finalization of Non-Teaching Staff Medical Insurance applicants	2nd week of March 2026	Dean F&SA	Dean F&SA
116	SC / ST/ Minority / OBC Cell Meeting	2nd week of March 2026	Dean SA	Registrar
117	Grievance Redressal Committee Meeting (For Students)	2nd week of March 2026	Dean SA	Registrar
118	Session/ Workshop on Business Model Canvas (BMC)	2nd week of March 2026	HOD-MDI&E	Principal COE/Director CIIE
119	Finance Committee Meeting -03	2nd week of march 2026	Finance Officer	Registrar
120	Notification for Executive Council Meeting-03	2nd week of March 2026	Registrar	Registrar
121	Writing for Social Impact: A workshop focusing on writing for advocacy, awareness, and change—using essays, letters, poetry, and storytelling to address social and environmental issues.- Literature Club (Liberal Arts Club)	2nd Week of March 2026	Bikas Sharma (7515), Student Trainer	Director SAC
122	The Writer's Mindset: Mental Health & Creativity A seminar exploring the connection between creativity and mental health, burnout, writer's block, and techniques for sustaining a healthy writing practice Literature Club (Liberal Arts Club)	2rd Week of March 2026	Bikas Sharma (7515), Student Trainer	Director SAC
123	National Water's Day-march-22-SVR (Out Reach Club)	2nd Week of March 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC

124	Awareness on Digital Literacy & Internet Protection-SVR (Out Reach Club)	2nd Week of March 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
125	Digital Signatures and Public Key Infrastructure (PKI)-Cryptography Club (Technical Club)	2nd Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
126	Activity 5: Identification of people with Anaemia and awareness	2nd Week of March 2026	Principal (Pharmacy), Women's Forum	Dean SA
127	Awareness Program on women legal rights	2nd Week of March 2026	Principal-College of Law, HOD-Commerce, Women's Forum	Dean SA
128	C Exam Certification exam 10.(A) GBN.	2nd Week of March 2026	NCC-Girls	Dean SA
129	Department - wise 2 Alumni Lectures one from Industry and one from start-up / Entrepreneurship-B. Pharmacy	2nd week of March 2026 (Once in a Semester)	Director-Alumni, Principal-B.Pharmacy	Director Life Sciences
130	Audit of Departments	2nd & 3rd Weeks of March 2026	Dean-Quality	Dean-Quality
131	Audit of Central facilities	2nd & 3rd Weeks of March 2026	Dean-Quality	Dean-Quality
132	Third evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	16-03-2026	Dean SD&SP	Dean SD&SP
133	Awareness on Pulse Polio Immunization	16-03-2026	NSS	Dean SA
134	Reasoning Content Preparation for CPT-2026	17.03.2026 to 23.03.2026	HOD- CSS, Director-CRT	Dean Academics
135	Declaration of Results for Supplementary for MHS II, III, IV and V YEARS and PG (MBA and MCA) Odd Semester	18-03-2026	COE	COE
136	In- Semester Result Analysis Reflection for All UG MHS Phase-II and PG ALL Year Even Semester	18-03-2026 to 13-03-2026	All HoDs, Principals	Dean Academics
137	A One-day Workshop on Stress Management and Emotional Intelligence	19-03-2026	Academic Staff College	Dean Academics
138	Closure Feedback Week on Academic Quality, Student Satisfaction & TLP for B.Tech ALL Year Even Semester	20-03-2026 to 27-03-2026	All HoDs, Principals	Dean Academics
139	Guest Lecture to M. Sc students	21.03.2026	HOD - CHEMISTRY	Principal Sciences
140	Organizing parents' meet	21.03.2026	HOD - MBA	Dean MHS
141	Project Expos Week	21-03-2026 to 26-03-2026	Dean SD&SP	Dean Academics
142	Counselling report for slow learners and backlog students	21-03-2026 to 26-03-2026	All Principals & HoD's and Controller of Exams	Dean Academics
143	Student EXIT Feedback (Only Final Years)	21-03-2026 to 26-03-2026	All Principals & HoD's	Dean Academics
144	CRC meeting	3rd Week of March 2026	Principal-CoE	Dean R&D
145	Juniper Network – SDN Prototype Hack	3rd Week of March 2026	SPOC Juniper Center and HODs of CSE, HOD ECE	Dean, Skill & Progression
146	Service Now – ITSM-Workflow Sprint	3rd Week of March 2026	SPOC SERVICENOW Center and HODs of CSE, HOD AI&DS, HOD CS&IT	Dean, Skill & Progression
147	INTERNAL COMPLAINTS COMMITTEE Meeting (For Students)	3rd Week of March 2026	Dean (SA)	Registrar
148	ANTI RAGGING COMMITTEE Meeting (For Students)	3rd Week of March 2026	Dean (SA)	Registrar
149	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd Week of March 2026	All-HODs	Principal COE
150	Field/Exposure Visit to Incubation Unit/Patent Facilitation Centre/Technology Transfer Centre such as Atal Incubation Centre etc.	3rd Week of March 2026	HOD-MDI&E & CEOs of KL-ACIC & KL-TIF	Principal COE/Director CIIE
151	ERP Audit for Research/Profile/Leaves	3rd Week of March 2026	ALL HODS	Dean F&SA
152	2nd Stock Verification (HVAC, Fire, Lift, Electrical Appliances and Electrical Projects, Construction)	3rd Week of March 2026	Dean P&D	Dean P&D
153	Department Academic Committee Meeting	3rd Week of March 2026	ALL HODS	Dean Academics

154	Organizing Guest Lecture (One in each Semester - One by Academician and One by Industrial Expert)	3rd Week of March 2026	ALL HODs	Principals
155	HOD's Compliance report on IQAC MONTHLY REPORT	3rd Week of March 2026	ALL HODs	Principals
156	2nd Stock Verification (Technical Maintenance and Electrical Projects, Construction)	3rd Week of March 2026	Dean-P&D	Dean P&D
157	Finalization of teaching loads for ODD Sem of 2026-26 by departments and submission to Dean Academics	3rd Week of March 2026	All HODs	Dean Academics
158	Run to Remember-Marathon Club (Liberal Arts Club)	3rd Week of March 2026	Bikas Sharma (7515), Student Trainer	Director SAC
159	3 short Films-Film Club (Liberal Arts Club)	3rd Week of March 2026	P. Syam Sundar (5368) Asst Prof.	Director SAC
160	Workshop on Social Media & Digital Expression-Versatales Club (Liberal Arts Club)	3rd Week of March 2026	Bikas Sharma (7515), Student Trainer	Director SAC
161	Village Wellness Camp: Yoga for a Healthy Life-SVR (Out Reach Club)	3rd Week of March 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
162	Stretch & Strength: Rural Health Fitness Drive-SVR (Out Reach Club)	3rd Week of March 2026	T. Siva Krishna (6147) Student Mentor P.V. Satyanarayana (6148) Student Mentor	Director SAC
163	Prompt Engineering for Chatbots-Prompt - o - Ventures Club (Technical Club)	3rd Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
164	Future Trends in Prompt Engineering-Prompt - o - Ventures Club (Technical Club)	3rd Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
165	Seminar on Crop Management and Soil Health-Agriculture Club (Technical Club)	3rd Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
166	Advanced Video Editing Techniques: Multi-Cam and Audio Mixing-Design Sphere Club (Technical Club)	3rd Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
167	Anti-Discrimination Awareness Program	3rd Week of March 2026	Dean (Student Affairs)	Dean SA
168	Entrepreneurship Activity for IV B.Tech.	3rd Week of March 2026	All Engineering HODs	Dean SA
169	Women's Forum Monthly meeting	3rd Week of March 2026	Women's Forum	Dean SA
170	Internal Complaints Committee meeting	3rd Week of March 2026	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
171	Women summit	3rd Week of March 2026	Women's Forum	Dean SA
172	SPRG Workshop	23.03.2026-24.03.2026	HOD-ECE	Dean R&D
173	4th International Conference on Advances in Civil Engineering (ICACE 2026)" from 22th and 23rd March, 2026	23-03-2026 & 24-03-2026	HoD-CE, 1. Structural Engineering and Construction Management Research Group (SECMRG) 2. Geotechnical, Environmental, Water Resources and Transportation Engineering Research Group (GEWTRG) Dr. A. Aravindan, Dr. Sanjeet Kumar Dr. Umesh Kumar Singh, Dr. N. Lingeshwaran,	Dean R&D
174	World Tuberculosis (TB) Day	24-03-2026	NSS	Dean SA
175	Cultural Events	24.03.2026	HOD-Arts	Dean MHS
176	Last Date to Pay End-Sem Exam Fee with Penalty for B.Tech ALL Year Even Semester	24-03-2026	COE	COE
177	Verbal Content Preparation for CPT-2026	24.03.2026 to 31.03.2026	HOD-CSS	Dean Academics
178	Release of Notification for End-Sem Theory, Practical and Skill Exams for B.Tech ALL Year Even Semester	25-03-2026	Controller of Examinations	COE

179	Release of Notification for Supplementary End-Sem Theory, Practical and Skill Exams for B.Tech ALL Year Even Semester	25-03-2026	Controller of Examinations	COE
180	Entrepreneurship development activities (one in each semester)	25.03.2026	HOD-MBA	Dean MHS
181	CSE DRC Meeting (Once in a month)	3/25/2026	HOD-CSE	Dean R&D
182	Dept Counselling Committee Meeting	3/28/2026	ALL HODs	Dean Academics
183	Research Group Meetings	28.03.2026	HOD-Architecture	Dean R&D
184	Declaration of detention list, Pharmacy	28.03.2026	Principal-Pharmacy	Dean Academics
185	Preparation Holidays B.Tech.	28-03-2026 to 03-04-2026	Principal-College of Engineering, All Engineering HoD's	Dean Academics
186	Research Group Meetings	3/31/2026	HOD-CSE	Dean R&D
187	Research Diary Submission & Verification	3/31/2026	ALL HODs	Dean R&D
188	Counselling reports verification by Dept Team	3/31/2026	HOD-CSE	Principal COE
189	Sem-In-I Lab examinations for I M. Pharmacy	31.03.2026 to 05.04.2026	Principal-Pharmacy, CoE	Dean Academics
190	Central facilities audit report to Concerned Dean	4th Week of March 2026	Dean-Quality	Dean-Quality
191	Central facilities audit report reply to Dean Quality	4th Week of March 2026	Concerned Deans	Dean-Quality
192	Non conformance Report to all department HODs and Principal	4th Week of March 2026	Dean-Quality	Dean-Quality
193	Circular for Quality Circles Students meeting-04	4th Week of March 2026	Dean-Quality	Registrar
194	Quality Circles Students meeting-04	4th Week of March 2026	Dean-Quality	Dean-Quality
195	Sending Feedback of Quality Circles-students-04 from Dean Quality to concerned Deans	4th Week of March 2026	Dean-Quality	Dean-Quality
196	Quality Circle meeting in the department for faculty	4th Week of March 2026	All HODs	Dean-Quality
197	Quality Circle meeting in the department for students	4th Week of March 2026	All HODs	Dean-Quality
198	Course Instructors meeting with course Co-ordinators (weekly Once)	4th Week of March 2026	ALL HODs	Dean Academics
199	IQAC files updation	4th Week of March 2026	ALL HODs	Principals
200	RPAC meeting	4th Week of March 2026	ALL HODs	Dean R&D
201	Fire Mock Drill for Teaching & Non Teaching Staff	4th Week of March 2026	Dean-P&D	Dean P&D
202	Counselling Drive	4th Week of March 2026	Principal- School of Architecture, HOD Architecture	Dean Academics
203	Workshop on business model canvas	4th Week of March 2026	Women's Forum, HOD -MBA, BBA, Commerce	Dean MHS
204	Finalization of Year end vacation	4th Week of March 2026	Dean F&SA	Dean F&SA
205	Anti Sexual Harassment Committee Meeting (For Students)	4th Week of March 2026	Dean SA	Registrar
206	Grievance Redressal Committee meeting for Faculty & Staff	4th Week of March 2026	Dean F&SA	Registrar
207	Session on "How to plan for Start-up and legal & Ethical Steps"	4th Week of March 2026	HOD-MDI&E	Principal COE/Director CIIE
208	Executive Council Meeting-03	4th Week of March 2026	Registrar	Registrar
209	Workshop on Anti-Drug Awareness-Dance Club (Liberal Arts Club)	4th Week of March 2026	U.Kanaka Prasad (3230) Dance Trainer	Director SAC
210	Workshop on 3D Shade Painting-Handicrafts Club (Liberal Arts Club)	4th Week of March 2026	Y. Vijaya (2434) Handicrafts Trainer	Director SAC
211	Mental Health Innovation – Build Solutions from Real-World Data-Safe Life Club (Out Reach Club)	4th Week of March 2026	T. Siva Krishna (6147) Student Mentor

P.V. Satyanarayana (6148) Student Mentor | Director SAC |
| 212 | From Campus to Company: Student Entrepreneurship-Vyuha Club (Out Reach Club) | 4th Week of March 2026 | T. Siva Krishna (6147) Student Mentor

P.V. Satyanarayana (6148) Student Mentor | Director SAC |

213	Animating Interfaces: Micro interactions in Figma-WebApps Club (Technical Club)	4th Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
214	What's Next? UX Careers, Product Thinking & Opportunities-WebApps Club (Technical Club)	4th Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
215	Project Expo-Zero One Club (Technical Club)	4th Week of March 2026	B.Rambabu (7271), Assistant Professor	Director SAC
216	Central facilities audit report reply to Dean-Quality	4th Week of March 2026	Concerned Deans	Dean-Quality
217	Grievances Redressal Committee meeting (Central level)	4th Week of March 2026	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
218	Meeting for the women empowerment teams	4th Week of March 2026	Women's Forum	Dean SA
219	Non conformance Report reply from HODs to Principal and Principal to Dean-Quality	4th week of March 2026	All Principals	Dean-Quality
220	Circular for Department Audits (April month)	5th Week of March 2026	Dean-Quality	Dean-Quality
221	MESA - Aloha	Last Week of Instruction	HOD-ME	Principal COE
222	Review of Attendance & Progress of Syllabus coverage	Last week of March 2026	ALL HODs	Dean Academics
223	Compliance report on Calendar of Activities to Registrar	Last week of March 2026	All Functionaries & All HoD's	Registrar
224	Cohort Audit w.r.t. Dept	Last week of March 2026	All-HODs	Principal COE
225	Declaration of Pre Ph.D. Examination Results	Last week of March 2026	Controller of Examinations	Dean R&D
226	Dean's Targets audit	Last week of March 2026	Associate Deans-Quality	Dean Quality

S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
	K L E F Deemed to be University (Vijayawada)			
	Calendar of Events for the Academic Year 2025-26			
	April-2026			
1	Identifying the Potential Alumni to serve as BOS Members	Once in a Semester	Director-Alumni & Department HODs	Dean Academics
2	Departmental Association Activities (Once in 2 weeks)	Once in a Month	ALL HODs, SAC	Dean Academics
3	Registration & participation in Hackathon Blocks 2025 (online)	Every Saturday	All Engg. HoDs, Principal (COE), HoD BES I and Principal FED, HoDs BCA, MCA and Principal Sciences	Dean SD&SP
4	Drills Parades	April 2026 (1-4 weeks)	NCC	Dean SA
5	Dean's visit to Hyderabad campus	April 2026	ALL Deans	ALL Deans
6	Observance of "World Health Day"	April 2026	NSS	Dean SA
7	B R Ambedkar Remembrance Day	April 2026	NSS	Dean SA
8	Workshop on Skin Care	April 2026	Director-IIC, HOD-Chemistry, Women's Forum	Dean SA
9	Awareness Program on Menstrual Hygiene	April 2026	Women Empowerment & HOD-Pharmacy	Dean SA
10	Principal & Dean Academics meeting with CCs & Cohort Professor In charges and Faculty In charges	April 2026	Principal COE & Dean Academics	Dean Academics
11	Course Instructors meeting with course Co-ordinators (weekly Once)	April 2026	ALL HODs	Dean Academics
12	HoD meeting with Faculty & Staff	April 2026	ALL HODs	Principals
13	Lab Monitoring Committee	April 2026	ALL HODs	Dean P&D
14	Release of new Handbook for Regular/Lateral entry students admission and posting in website	April 2026	Director Admissions & Convener	Dean Academics
15	Release of syllabus and posting in website (including Aptitude, Verbal and Reasoning) for lateral entry students online exam	April 2026	Director- Admissions	Convener
16	Orientation Programme for College Of Agriculture	April 2026	Librarian, HoD-Agriculture	Dean MHS
17	Release of Application form and posting in website for Regular/Lateral entry students online exam	April 2026	Director-Admissions & Convener	Director- Admissions
18	Releasing KLEEE Counselling Schedule	April 2026	Director-Admissions	Chairman-2026 Counselling
19	Revision/ updating of cyber policies (related to software usable by students)	April 2026	Chief Technical Officer (CTO)	Dean Academics
20	Guest Lecture Pharmacology	April 2026	Principal Pharmacy	Director Life sciences
21	CRT training	April 2026	All Dept. HODs, Director CRT	Dean IP&I
22	Last Date to Complete Student Global Certifications	April 2026	All HODs (As applicable)	Dean SD&SP
23	Training program on Social Entrepreneurship from your Skill Centre.	April 2026	All HODs	Dean SD&SP
24	The Training and certification for faculty	April 2026	All HODs	Dean SD&SP
25	Orientation for summer internship	April 2026	HOD-Commerce	Dean MHS
26	Skill Based Expert Talk one per month for students	April 2026	Engg HODs-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
27	Virtual Webinar/ virtual guest lectures/virtual Seminar	April 2026	HOD-Physics	Principal Sciences
28	Industry Faculty Orientation Lecture one per month for Faculty	April 2026	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Principal COE
29	Guest Lecture / Industry Connect / Academia Connect - M.Pharm	April 2026	Principal Pharmacy	Director Life sciences
30	I-10 Index verification	April 2026	Dean R&D	Dean R&D
31	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	April 2026	All Principals & HODs	Dean SD&SP
32	Report on Activities conducted for promotion of Universal values	April 2026	Academic Staff College	Dean Academics
33	4th Koneru Lakshmaiah National Moot Court Competition	01.04.2026	College of LAW	Dean Academics

34	Industry Connect Program	01.04.2026	Engg HODs	Principal COE/Director CIIE
35	Submission of Condonation, Detention Lists of B.Tech.	01-04-2026 to 04-04-2026	Principal-CoE, All Engg HODs, Controller of Examinations	Dean Academics
36	A 5 day FDP on Industry-Academia Interaction and Industry expectations	01-04-2026 to 6-04-2026	Academic Staff College	Dean Academics
37	Skill Development Week for All UG MHS Phase-II and PG 2nd Year Even Semester	01-04-2026 to 06-04-2026	Principal & HoDs-MHS	Dean Academics
38	Placement Training	01.04.2026 to 09.04.2026	HOD-CSS, Director-CRT	Dean IP&I
39	Last Date to upload Social Immersive Learning Proofs in ERP for B.Tech ALL Year Even Semester	01-04-2026 to 20-04-2026	All Engg. HoDs, Principal (COE)	Dean Academics
40	EVEN Semester End Semester Invigilation duties list release date	03.04.2026	HoDs	COE
41	Information regarding introduction of new programs/ course/ departments/ school/ centers to UGC (Within one month after the BOM)	03.04.2026	Registrar	Registrar
42	Industry-Academics Connect Week for MHS II, III, IV and V years and PG (MBA and MCA) Even Semester	04-04-2026 to 06-04-2026	All Principals & HoDs-MHS	Dean MHS
43	Internal Faculty Development Programme	04.04.2026 to 09.04.2026	HOD-CSS, Director-CRT	Dean Academics
44	Last Date to Pay End-Sem Exam Fee without Late Payment Penalty for B.Tech ALL Year Even Semester	06.04.2026	All Engg HODs, Principal (COE)	Dean Academics
45	Last Date to Pay End-Sem Exam Fee with Penalty for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	06.04.2026	Controller of Examinations (COE)	Controller of Examinations (COE)
46	Registration Status Review for the Students Opted for Semester Abroad Program	06.04.2026 to 11.04.2026	All HoDs, Principals	Dean - Academics
47	Release of Notification for End-Sem Theory, Practical and Skill Exams for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	07.04.2026	Controller of Examinations (COE)	Controller of Examinations (COE)
48	Circular for 3rd Quarter audit of Deans	1st Week of April 2026	Dean-Quality	Dean-Quality
49	Administrative Files Audit by Department Team (Once in a month)	1st Week of April 2026	Department IQAC In-Charge	ALL HODs
50	Department Library Committee Meeting	1st Week of April 2026	HODs of Law, Architecture, Pharmacy & Agriculture	Librarian
51	Faculty Social Profile Building	1st Week of April 2026	HOD-CSE	Dean F&SA
52	Fire Service Week	1st Week of April 2026	Dean P&D	Dean P&D
53	2nd Stock Verification (Water and Waste Management	1st Week of April 2026	Dean P&D	Dean P&D
54	Finalization of Calendar of Events 2026-27	1st Week of April 2026	Dean-Quality, All Deans, Registrar-KLEF	Dean-Quality, All Deans, Registrar-KLEF
55	IQAC internal meeting	1st Week of April 2026	Dean-Quality	Dean-Quality
56	LMS/ERP committee meeting	1st Week of April 2026	ALL HODs	Dean Academics
57	Department website updation	1st Week of April 2026	ALL HODs	Principals
58	Organizing Alumni Specific event in the department - Once in A.Y.	1st Week of April 2026	ALL HODs, Director Alumni	Director Alumni
59	Faculty Orientation Lecture	1st Week of April 2026	ALL HODs	Principals
60	Preliminary Feedback Analysis & Action Taken Report from MHS HoDs	1st Week of April 2026	All MHS Principals & HODs	Dean Academics
61	TLP Academic Audit-II	1st Week of April 2026	Dean-Academics	Dean Academics
62	Circular for audit of Central facilities	1st Week of April 2026	IQAC	Dean Quality
63	All Sports arenas (Indoor and Outdoor) Maintenance works	1st Week of April 2026	Physical Education HOD, Assoc. Dean-Sports & Games	Dean SA
64	Finalization of Calendar of Events 2026-26	1st Week of April 2026	Dean-Quality, All Deans, Registrar-KLEF	Dean SA
65	All Sports arenas (Indoor and Outdoor) Maintenance works	1st Week of April 2026	Physical Education HOD, Assoc. Dean-Sports & Games	Dean SA
66	Commencement of Sports Certification for EVEN Semester	1st Week of April 2026	HODs-CSE, CSIT, AI&DS	Dean SA
67	World Health Day	1st Week of April 2026	Women's Forum	Dean SA
68	Blood donation program	1st Week of April 2026	NCC	Dean SA
69	B exam open elective 10.(A) GBN. KLEF	1st Week of April 2026	NCC- Girls	Dean SA

70	Women Empowerment. Self Employment Guidance for Rural Women	1st Week of April 2026	CEA	Dean SA
71	Circular for 3rd Quarterly audit of Deans	1st Week of April 2026	Dean-Quality	Dean-Quality
72	Periodic Research Opportunities Exploration	08.04.2026	HOD-CSE	Dean R&D
73	SRP Phase -1 (Self Learning Phase)	08-04-2026 to 20-04-2026	All HoDs, Principals	Dean Academics
74	GUEST LECTURE ON RESEARCH	11.04.2026	HOD - Architecture	Dean R&D
75	Final evaluation reports of Skill Development Courses (SDCs) and Skill Development Projects	11.04.2026	All Principals & HOD's	Dean SD&SP
76	A One-day Technical Workshop on Advances in Material Research	11-04-2026	Academic Staff College	Dean R&D
77	CSRG Webinar	11.04.2026	HOD-ECE	Dean R&D
78	Parent-Faculty Association Meeting for All UG MHS Phase-II and PG ALL Year Even Semester	11-04-2026 to 13-04-2026	All HoDs	Principals
79	Student Satisfaction Survey (SSS) from selected students	11-04-2026 to 16-04-2026	All HoDs, Principals	Dean Academics
80	Placement Readiness Programme	11.04.2026 to 30.04.2026	HOD-CSS, Director-CRT	Dean-Placements & Internships
81	Training Programme on Video lesson making and question bank making	12.04.2026	Dept. of Arts	Dean Academics
82	NTRG Webinar	13.04.2026	HOD-ECE	Dean R&D
83	In-Sem 2 Theory Exams for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	13-04-2026 to 18-04-2026	All MHS HoD's, COE (Release of Timetable)	Dean Academics
84	In-Sem Makeup Exams* for B.Tech ALL Year Even Semester	13-04-2026 to 18-04-2026	All HODs of Engg. & Principal (COE) and COE (Release of Timetable)	Dean Academics
85	Sem end Feedback (TLP)	14.04.2026 to 19.04.2026	Dean-Academics	Dean-Academics
86	Academic Counselling Week for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	2nd week of April 2026	All Principals & HoDs (MHS), Dean Academics	Dean Academics
87	Internal financial audit	2nd week of April 2026	Finance Officer	Registrar
88	Academic Counselling Week for FED & MHS I year	2nd week of April 2026	All concerned Principals & HODs (FED, Agri, Arch, Law, Pharmacy, Arts, Fine Arts, Commerce, BBA, BCA & Food technology	Dean Academics
89	2nd Stock Verification (Systems and Hardware and Network)	2nd week of April 2026	Dean P&D	Dean P&D
90	Last Date for payment of Examination Fee for A. Y. 2025- 26 - Even Semester without fine	2nd week of April 2026	ALL HODs, Controller of Examinations	COE
91	Workshops/ guest lectures / seminars committee meeting	2nd week of April 2026	ALL HODs	Principals
92	Dean's offices Audit on 3rd Quarter (2025-26)	2nd week of April 2026	Dean-Quality	Dean Quality
93	Quarterly(2025-26) audit Non conformance Report to concerned Dean	2nd week of April 2026	Dean-Quality	Dean Quality
94	Motivational webinar- women faculty for applying research proposals	2nd week of April 2026	Women's Forum	Dean R&D
95	SC / ST/ Minority / OBC Cell Meeting	2nd week of April 2026	Dean SA	Registrar
96	Workshop / Seminar / Conference	2nd week of April 2026	HOD-Mathematics	Dean R&D
97	Workshop on Diabetes and awareness	2nd week of April 2026	Principal (Pharmacy), Women's Forum	Dean SA
98	B exam open elective 10.(A) GBN. KLEF	2nd week of April 2026	NCC- Girls	Dean SA
99	World Immunization Awareness	2nd week of April 2026	YRC	Dean SA
100	Clean and Green Program	2nd week of April 2026	NCC	Dean SA
101	Audit of Departments	2nd & 3rd Weeks, April 2026	Dean-Quality	Dean Quality
102	Audit of Central facilities	2nd & 3rd Week, April 2026	Dean-Quality	Dean Quality
103	Stakeholders Feedback	2nd week of April 2026 3rd Week, April 2026	All Principals & HOD's	Dean Academics
104	Submission of type of courses being offered with details of year, department, student intake, actual no. of students enrolled, etc. (Page 26, UGC regulations -2019)	15.04.2026	Registrar	Registrar

105	MULYAPRAVAH: Outreach Program on Human Values and Professional Ethics (To students)	15.04.2026	HOD-Commerce	Dean MHS
106	Organizing Department Day	15.04.2026	HOD-MBA	Dean MHS
107	Research Group Meetings	15.04.2026	All Hods	Dean R&D
108	Declaration of Results for Supplementary for All UG MHS Phase-II and PG ALL Year Odd Semester	15-04-2026	Controller of Examinations (COE)	Dean Academics
109	Last Date to Pay End-Sem Exam Fee without Late Payment Penalty for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	15-04-2026	All Principals & HoDs- MHS and Dean Academics	COE
110	Closure Feedback Week on Academic Quality, Student Satisfaction & TLP for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	15-04-2026 to 20-04-2026	All Principals & HoDs- MHS	Dean Academics
111	Project / Internship Expo & Final Review for B.Tech 4 Year Even Semester	15-04-2026 to 20-04-2026	All Engg. HoDs, Principal (COE)	Dean Academics
112	Webinar on Sound - Pro Tools	4/16/2026	HOD-Fine Arts	Principal MHS
113	SPRG Webinar	16.04.2026	HOD-ECE	Dean Academics
114	Declaration of Detention Lists & Issue of End-Sem Hall Tickets for B.Tech ALL Year Even Semester	16.04.2026	All Engg. HoDs, Principal (COE)	Dean Academics
115	Industry-Academics Connect Week for All UG MHS Phase-II and PG 2 Year Even Semester	17.02.2026 to 22.02.2026	All Principals & HoDs- MHS	Dean MHS
116	R & D Meeting	18.04.2026	HOD-ECE	Dean R&D
117	SIP Orientation	18.04.2026	HOD - Commerce	Dean MHS
118	World Heritage day celebrations by Hobby Clubs	18.04.2026	R. Subhakar Raju (2898) In charge	Director (SAC)
119	Last Instruction Day for (MHS) except 1st year	20.04.2026	All MHS Principals & HoD's	Dean Academics
120	End-Sem Theory, Practical & Skill Make Up Exams* for B.Tech ALL Year Even Semester	20.04.2026 to 03.05.2026	All Engg. HoDs, Principal (COE)	Dean Academics
121	Project Expo	20.04.2026 to 03.05.2026	All Engg. HoDs, Principal	Dean Academics
122	End-Sem Theory, Practical & Skill Exams for B.Tech ALL Year Even Semester	20.04.2026 to 03.05.2026	All Engg. HoDs, Principal (COE), Controller of Examinations	Dean Academics
123	Faculty Orientation programmes on Consumer Protection Rights	21.04.2026	Dept- BBA, HoD-Law	Dean Academics
124	World Creativity and Innovation Day	21.04.2026	HOD-CE	Principal COE
125	Conduction of Sem-in II Exams (MHS) except 1st year	21-04-2026 to 23-04-2026	All MHS Principals & HoD's	Dean Academics
126	In-Sem Exam - II Evaluation & Internal marks finalization	21-04-2026 to 23-04-2026	ALL HODs	Dean Academics
127	Sem In - II Theory Examinations I, II, III, IV B. Pharmacy	21-04-2026 to 23-04-2026	Principal (Pharmacy)	Dean Academics
128	A 5 day FDP on Case Based Learning and Case Writing	21-04-2026 to 25-04-2026	Academic Staff College, HoD Law	Principal LAW
129	Student Feedback Reflection on End Semester Feedback for B.Tech ALL Year Even Semester	21.04.2026 to 27.04.2026	All Engg. HoDs, Principal (COE)	Dean Academics
130	Faculty Ratification Interviews	3rd Week of April 2026	Dean-F&SA	Dean F&SA
131	Letters Postage & SMS to Parents about their wards attendance, total internal marks & promote/detention status for Even Sem courses- By each department respectively	3rd Week of April 2026	ALL HODs	Principal COE
132	ERP Audit for Research/Profile/Leaves	3rd Week of April 2026	ALL HODs	Dean R&D
133	MERG Workshop	3rd Week of April 2026	HoD-ECE	Dean R&D
134	SAP training to MBA II, II, & BBA III year	3rd Week of April 2026	HoD-MBA & HoD-BBA	Principal MHS
135	Stock Verification (ICT, ET, Furniture) (Odd and Even Semester)	3rd Week of April 2026	Dean P&D	Dean P&D
136	Last date of sharing end Sem Feedback Report with HoDs	3rd Week of April 2026	Dean-Academics	Dean Academics
137	DAC Meeting & Stakeholder feedback Analysis and ATR	3rd Week of April 2026	All Principals & HoD's	Dean Academics
138	Stakeholders feedback Analysis and ATR website updation	3rd Week of April 2026	Dean Academics	Dean Academics
139	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd Week of April 2026	All-HODs	Principal COE

140	Organize an Inter/Intra Institutional Business Plan Competition and Reward Best Innovations.	3rd Week of April 2026	HOD-MDI&E & KL-ACIC	Principal COE/Director CIIE
141	Quarterly audit 2025-26 Non conformance Report to concerned Deans	3rd Week of April 2026	Dean-Quality	Dean-Quality
142	Course Exit Feedback	3rd Week of April 2026	All HoDs, Principals	Dean Academics
143	Women's Forum Monthly meeting	3rd Week of April 2026	Women's Forum	Dean SA
144	Workshop On Disaster Relief by NDRF Group	3rd Week of April 2026	NCC	Dean SA
145	Gender Sensitization -Awareness Program	3rd Week of April 2026	Associate Dean-Grievances Cells, Committees and Forums	Dean SA
146	World Earth Day celebrations by NSS	22.04.2026	NSS	Dean SA
147	Ph.D. Admissions Notification for Y26 Batch	22.05.2026 to23.05.2026	Dean-R&D	Dean R&D
148	SRP Phase -2 (Collaboration Phase)	22-04-2026 to 18-05-2026	All HoDs, Principals	Dean Academics
149	Semester Reflection Week for B.Tech ALL Year Even Semester	22-04-2026 to 27-04-2026	All Engg. HoDs, Principal (COE)	Dean Academics
150	Submission of Detention & Condoned students list I, II, III, IV B. Pharmacy	23.04.2026	Principal (Pharmacy) Controller of Examination	Dean Academics
151	Declaration of Detention Lists & Issue of End-Sem Hall Tickets for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	23.04.2026	Principal & HoDs-MHS, Controller of Examinations, Dean-MHS	Dean Academics
152	Submission of Detention & Condoned students list MHS (UG & PG)	23.04.2026	Dean-Academics, Principal & HoD-MHS, Controller of Examination	Dean Academics
153	Classwork commencement for III-B.Sc.-Agriculture	24.04.2026	Director/HOD-Agriculture	Dean Academics
154	Sem In - II Theory Examinations III, IV B.Pharm, III, IV, V B.Arch.	24-04-2026 to 26-04-2026	Principal (Pharmacy) Architecture	Dean Academics
155	Lab Internal Exam (MHS) except 1st year	24-03-2026 to 29-03-2026	Principals & HoDs of MHS	Dean Academics
156	National DNA day	25-04-2026	HoD-BT	Dean Academics
157	In-Sem Makeup Exams for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	25-04-2026 to 27-04-2026	All MHS HoD's, and COE (Release of Timetable)	Dean Academics
158	Student Feedback Reflection on End Semester Feedback for MHS II, III, IV & V YEARS and PG (MBA and MCA) Even Semester	25-04-2026 to 30-04-2026	All Principals & HoDs- MHS	Dean Academics
159	Preparation Holidays for MHS Dept	25.04.2026 to 30.04.2026	Principal & HoDs-MHS	Dean Academics
160	International seeds Day	27.04.2026	Director & HoD-Agriculture	
161	Last Instruction day for I, II, III, IV B. Pharmacy	27.04.2026	Principal-Pharmacy	Dean Academics
162	Alumni Guest Lecture	28.04.2026	ALL HODs	Dean Academics
163	Compliance report on calendar of activities to Registrar	28.04.2026	All Functionaries & All HoD's	Registrar
164	Research Diary Submission & Verification	28.04.2026	ALL HODs	Dean R&D
165	Sem-End Theory and Lab examinations for II and III PharmD	28.04.2026 to 10.05.2026	Dean-Academics, Principal-Pharmacy	COE
166	Academic Pathway Planning (CBCS) Week for Students & Parents for B.Tech All Years Summer Semester	28-04-2026 to 30-04-2026	All Engg. HoDs, Principal-COE	Dean Academics
167	Last Date to upload Social Immersive Learning Proofs in ERP for MHS II, III, IV AND V Years and PG (MBA and MCA) Even Semester	29-04-2026 to 18-05-2026	All Principals & HoDs- MHS and Dean Academics.	Dean Academics
168	Central facilities report to Concerned Deans	4th Week of April 2026	Dean-Quality	Dean-Quality
169	Stock Verification (Laboratories) by the end of Even Semester	4th Week of April 2026	Dean-P&D	Dean P&D
170	Non conformance Report to all department HODs and Principal	4th Week of April 2026	Dean-Quality	Dean-Quality
171	Quality Circle meeting in the department for faculty	4th Week of April 2026	All HODs	Dean-Quality
172	Quality Circle meeting in the department for students	4th Week of April 2026	All HODs	Dean-Quality
173	Non conformance Report reply from HODs to Principal and Principal to Dean-Quality	4th Week of April 2026	All Principals	Dean-Quality
174	Counselling Report Verification by Department Team (Once in a month)	4th Week of April 2026	ALL HODs	Dean Academics

175	Revision/ updation of seed money policy, notification, selection, sanction, final report, review on availed members	4th Week of April 2026	Dean-R&D	Dean R&D
176	International faculty exchange policy, call for applications, scrutiny, accepted, etc….,	4th Week of April 2026	Director-International relations	Director-International relations
177	External Financial audit	4th week of April 2026	Finance Officer	Registrar
178	KL Panorama- kl newsletter-Quarterly	4th Week of April 2026	Associate Dean-Publishing	Registrar
179	End Sem Feedback Analysis & Action Taken Report	4th Week of April 2026	Dean-Academics	Dean Academics
180	Faculty Satisfactory Survey	4th Week of April 2026	All HoDs, Principals	Dean F&SA
181	Summer Term 2026 Applications Processing	4th Week of April 2026	Dean-Academics	Dean Academics
182	Development and Repair works	4th Week of April 2026	Physical Education HOD, Assoc. Dean, Sports & Games	Dean P&D
183	AICTE - Application for new courses and renewal-(submission)	4th Week of April 2026	All HoDs, Principals, Dean Academics	Registrar
184	Mentoring Event: Demo Day/Exhibition/Poster Presentation of Business Plans & linkage with Innovation Ambassadors/Experts for Mentorship Support.	4th Week of April 2026	HOD-MDI&E & HOD-MBA	Dean MHS
185	Last Instruction Day for all 1st year students (UG and PG, 1st year students Engineering & MHS)	4th week of April 2026 (Tentatively)	Director (FED), Principal (FED), Dean (MHS), All Principals & HoDs of Engineering & MHS	Dean Academics
186	Circular for Quality Circles Faculty meeting-04	4th Week of April 2026	IQAC	Dean-Quality
187	Central facilities audit report reply to Dean Quality	4th Week of April 2026	Concerned Deans	Dean-Quality
188	Weapon Drill Session(Bn., office)	4th Week of April 2026	NCC, Dean-SA	Dean SA
189	Administration filing work	4th Week of April 2026	Physical Education HOD, Assoc. Dean, Sports & Games	Dean (SA)
190	Even Sem- activity 12- Seminar on Gender Sensitization	4th Week of April 2026	Principal-College of Law & Women's Forum	Dean SA
191	World day for safety and health at work	4th Week of April 2026	Women's Forum	Dean SA
192	Quality Circles Faculty meeting-04	4th Week of April 2026	Dean Quality	Dean Quality
193	World Intellectual Property Day	4th Week of April 2026	HOD-MDI&E	Dean R&D
194	Notification for Academic Council Meeting - 04	4th Week of April 2026	Dean Academics	Registrar
195	Dean's Targets audit	4th Week of April 2026	Associate Deans-Quality	Dean-Quality
196	Quarterly audit (2025-26) Non conformance Report reply to Dean Quality	4th Week of April 2026	Concerned Deans	Dean-Quality
197	Review of Attendance & Progress of Syllabus coverage	April 2026 (last week)	ALL HODs	Dean Academics

S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
	K L E F Deemed to be University (Vijayawada)			
	Calendar of Events for the Academic Year 2025-26			
	May-2026			
1	Departmental Association Activities (Once in 2 weeks)	Once in a Month	ALL HODs, SAC	Principal CoE
2	Dean's visit to Hyderabad campus	May/2026	ALL Deans	ALL Deans
3	Organic Farming and Modern Technology	May/2026	NSS	Dean SA
4	Revision/ updation of research promotion policy	May/2026	Dean-R&D	Dean R&D
5	Code of conduct hand book updation (Students, faculty, governing body, Hon'ble VC & Principal)	May/2026	Registrar	Registrar
6	Conduction of KLEEE Counselling	May/2026	Director-Admissions & Convener	Registrar
7	Release of advertisement for Lateral Entry students online exam	May/2026	Director-Admissions	Registrar
8	2025 - 26 Batch Placement Success Meet	May/2026	Dean-Placements & Internships	Dean-Placements & Internships
9	Guest Lecture -Pharmacology	May/2026	Principal-Pharmacy	Director Life sciences
10	Workshop - Ceutics	May/2026	Principal-Pharmacy	Director Life sciences
11	The Training and certification for faculty	May/2026	All HoDs	Dean SD&SP
12	Skill Based Expert Talk one per month for students	May/2026	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
13	Industry Faculty Orientation Lecture one per month for Faculty	May/2026	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
14	Virtual Webinar/ virtual guest lectures/virtual Seminar	May/2026	HOD-Physics	Principal Sciences
15	Auditing of Alumni data with AFC in Departments	May/2026	Director-Alumni	Dean SD&SP
16	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	May/2026	All Principals & HODs	Dean SD&SP
17	Open Call for Patent Filing	May/2026	Coordinator, MSME IPFC (In collaboration with CIIE & DTI)	Director CIIE
18	DTI Project Expo Manage through YUKTI-NIR* (Registration of Ideas through YUKTI portal)	May/2026	HoD - MBA, BCA, Agriculture, Food Technology	Director CIIE
19	Fixing dates for Lateral Entry online exam	May-Jun, 2026	Director-Admissions	Convenor-Admissions
20	Releasing Lateral Entry students Counselling Schedule	May-Jun, 2026	Director-Admissions	Chairman-Counselling
21	Semester Grand Hackathon for B.Tech 2 Year Even Semester	02.05.2026 to 03.05.2026	All Engg. HoDs, Principal (COE)	Dean Academics
22	CSRG Guest Lecture	04.05.2026	HOD-ECE	Dean R&D
23	NTRG Guest Lecture	04.05.2026	HOD-ECE	Dean R&D
24	Last Date to Pay End-Sem Exam Fee with Penalty for All UG MHS Phase-II and PG ALL Year Even Semester	05-05-2026	COE	Dean Academics
25	A 5 day FDP on Blended Learning and online teaching Pedagogies	05-05-2026 to 09-05-2026	Academic Staff College	Dean Academics
26	Lab-In-Examiantions-3 for I Pharm. D	05.05.2026 to 11.05.2026	Principal-Pharmacy, CoE	Dean Academics
27	Supplementary examinations for II and III PharmD	05.05.2026 to 18.05.2026	Principal-Pharmacy, CoE	Dean Academics
28	Closure Feedback Week on Academic Quality Student Satisfaction & TLP for All UG MHS Phase-II and PG ALL Year Even Semester	06-05-2026	All HoDs & Principals	Dean Academics
29	Department Advisory Meeting (Once in a month)	06-05-2026	HOD - CSE	Principal CoE
30	Declaration of Results for B.Tech ALL Year Even Semester	06-05-2026	COE	COE

31	Administrative Files Audit by Department Team (Once in a month)	1st Week of May 2026	Dept. IQAC In charges	HoD's
32	Department Academic Committee Meeting	1st Week of May 2026	ALL HODS	Dean Academics
33	Nomination of member from corporate/executive as special invitee in BOS	1st Week of May 2026	ALL HODs	Dean Academics
34	2nd Review of AMC's for equipment under Technical Maintenance and Electrical Projects and which ever needed	1st Week of May 2026	Dean-P&D	Dean P&D
35	Department Libraries Stock Verification	1st Week of May 2026	HODs of Law, Architecture, Pharmacy & Agriculture	Dean P&D
36	IQAC internal meeting	1st Week of May 2026	Dean-Quality	Dean-Quality
37	Internal Funding Projects reviews	1st Week of May 2026	Dean R&D	Dean R&D
38	Finalization of Industries for Faculty Summer Internship program	1st Week of May 2026	Dean Placements & Internships	Dean- Placements & Internships
39	Department website updation	1st Week of May 2026	ALL HODs	Principal CoE
40	Non-Teaching Staff Skill Upgradation Program	1st Week of May 2026	ALL HODs	ASC
41	Guest Lecture on Labor Laws	1st Week of May 2026	HOD-College of Law	Dean MHS
42	Verification on Academic counselling activity and sending report to Dean Academics	1st Week of May 2026	ALL HODs	Dean Academics
43	Faculty Orientation Lecture	1st Week of May 2026	ALL HODs	Dean MHS
44	Course Instructors meeting with course Co-ordinators	1st Week of May 2026	ALL HODs	Dean Academics
45	LMS/ERP committee meeting	1st Week of May 2026	ALL HODs	Dean Academics
46	BOS week	1st Week of May 2026	All HODs	Dean Academics
47	MULYAPRAVAH: Review meeting for the inculcation of human values and professional ethics.	1st Week of May 2026	All HoDs, Principals	Dean Academics
48	Circular for audit of Central facilities	1st Week of May 2026	IQAC	Dean Quality
49	Semester Grand Hackathon for B.Tech 3 Year Even Semester	02.05.2026 to 03.05.2026	All Engg. HoDs, Principal-COE	Dean Academics
50	Semester Grand Hackathon for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	02.05.2026 to 03.05.2026	All HoDs-MHS, Principals	Dean Academics
51	End Semester Moot Court Exams (Clinical Papers) (Tentatively)	02.05.2026 to 03.05.2026	HOD-College of Law	Dean Academics
52	Special Package Welfare Schemes to Eligible Employees	2nd week of May 2026	Dean-F&SA	Dean F&SA
53	HoD meeting with Faculty & Staff	2nd week of May 2026	ALL HODs	Principal COE
54	Library Books Purchases and Planning for Odd Semester	2nd week of May 2026	Librarian	Dean P&D
55	Central Library Stock Verification	2nd week of May 2026	Librarian	Dean P&D
56	Sponsored Research Projects review week by JRF's	2nd week of May 2026	Dean R&D	Dean R&D
57	Department Talk	2nd week of May 2026	ALL HODs	Dean R&D
58	Academic Council Meeting - 04	2nd Week of May 2026	Dean Academics	Registrar
59	CRT Training classes for Y23 Batch students	2nd Week, May-2026 to 3rd Week, June-2026	Director-CRT	Dean IP&I
60	Summer Internship Program for Engineering Program	2nd Week, May-2026 to 3rd Week, June- 2026	Director-Practice School	Dean IP&I
61	Audit of Central facilities	2nd & 3rd Week, May 2026	Dean-Quality	Dean Quality
62	National Technology Day Celebrations by all Engg. departments	12.05.2026	All Engineering HODs, SAC	Principal CoE
63	International Mother's day celebrations	12.05.2026	Convener-Women's Forum	Dean (Student Affairs)
64	Practice Session	13.05.2026	HOD-Arts	Dean MHS
65	Last Date to apply for Re-Evaluation / Personal Verification for B.Tech ALL Year Even Semester	5/13/2026	All Engg. HoDs, Principal (COE), Controller of Examinations	Dean Academics
66	Academic Audit - End Semester for B.Tech ALL Year Even Semester	13-05-2026 to 18-05-2026	All HoDs, Principals	Dean Academics
67	A One-day Technical Workshop Advanced techniques in teaching coding	14-05-2026	Academic Staff College	Dean Academics

68	SPRG Guest Lecture	15.05.2026	HOD-ECE	Dean R&D
69	Academic Registrations for B.Tech All Years Summer Semester	15.05.2026 to 16.05.2026	All Engg. HoDs, Principal-COE)	Dean Academics
70	Registration for Summer Sem for II, III, IV B. Pharmacy	15.05.2026 to 16.05.2026	Principal-Pharmacy, CoE	Dean Academics
71	National Conference	15.05.2026 to 16.05.2026	HoD-Architecture-Ar. A. Priya, Ar. Shivendu. S, Ar. B. Kiran	Architecture, Ar. A. Priya Ar. Shivendu. S, Ar. B. Kiran
72	Submission of Progression record including latest results with up to date CGPA for all programs	16.05.2026	All Principals & HOD's	Dean SD&SP
73	Student Feedback Reflection on End Semester Feedback for All UG MHS Phase-II and PG ALL Year Even Semester	16-05-2026 to 22-05-2026	All HoDs, Principals	Dean Academics
74	MERG Guest Lecture	18.05.2026	HOD-ECE	Dean R&D
75	Summer Internship Program (Internship) - BBA & B. COM(H)	18.05.2026 to 10.07.2026	HODs-BBA, B. Com (H)	Dean MHS
76	Summer Internship Program (Internship) - (MBA, M.SC. (F&C))	18.05.2026 to 05.08.2026	HODs-MBA, M.Sc. (F&C)	Dean MHS
77	Release of Re-Evaluation Results for B.Tech ALL Year Even Semester	19-05-2026	COE	Dean Academics
78	Declaration of Results for End-Sem Makeup Exams for B.Tech ALL Year Even Semester	19-05-2026	COE	Dean Academics
79	A 5 day Faculty Induction for the Newly Joined Faculty	19-05-2026 to 23-05-2026	Academic Staff College	Dean Academics
80	National Defense Transportation Day	20.05.2026	HOD-CE	Principal CoE
81	Release of Notification for End-Sem Theory, Practical and Skill Exams for B.Tech ALL Year Even Semester	20-05-2026	Controller of Examinations	Dean Academics
82	Release of Notification for Supplementary End-Sem Theory, Practical and Skill Exams for All UG MHS Phase-II and PG ALL Year Even Semester	20-05-2026	Controller of Examinations	Dean Academics
83	Semester Reflection Week for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	20-05-2026 to 25-05-2026	All HoDs, Principals	Dean Academics
84	Notification for Finance Committee Meeting - 04	3rd week of May 2026	Finance Officer	Registrar
85	CRC meeting	3rd week of May 2026	Principal-CoE	Dean R&D
86	Academic research review week by Full time Scholars	3rd week of May 2026	Dean-R&D	Dean R&D
87	HOD's Compliance report	3rd week of May 2026	ALL HODs	Principals
88	ERP Audit for Research/Profile/Leaves	3rd week of May 2026	ALL HODs	Dean R&D
89	Lab Monitoring Committee	3rd week of May 2026	ALL HODs	Principals
90	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of May 2026	All-HODs	Principal COE
91	Workshop on Prevention of Sexual Harassment (POSH).	3rd week of May 2026	Women's Forum	Dean SA
92	Women's Forum Monthly meeting	3rd week of May 2026	Women's Forum	Dean SA
93	Internal Complaints Committee meeting	3rd week of May 2026	Associate Dean-Grievances, Cells, Committees and Forums	Dean SA
94	International Day for Biodiversity	5/22/2026	Principal & HoD-Agriculture	Principal/HoD-Agriculture
95	Special Call for PhD admissions for Alumni-First Call	22.05.2026 to 23.05.2026	Director-Alumni, Dept Coordinators	Dean R&D
96	R&D Meeting	23.05.2026	HOD-ECE	Dean R&D
97	Commencement of Class work for Summer Term for II, III, IV B. Pharmacy	25.05.2026	Principal-Pharmacy, CoE	Dean Academics
98	Declaration of Results for B.Tech ALL Year Even Semester	25.05.2026	All Engg. HoDs, Principal-COE)	Dean Academics
99	Commencement of Class work for Summer Term for 2026	25.05.2026	All HoDs, Principals	Dean Academics
100	Academic Classwork for B.Tech All Years Summer Semester	25.05.2026 to 04.07.2026	All Engg. HoDs, Principal (COE)	Dean Academics

101	Release of Notification for Re-Evaluation / Personal Verification for B.Tech ALL Year Even Semester	26.05.2026	All HoDs, Principal-COE, COE	Dean Academics
102	Final Result Analysis Reflection along with OBE Analysis for B.Tech ALL Year Even Semester	26.05.2026	All Engg-HoDs, Principal (COE)	Dean Academics
103	ODD Semester Result Analysis Submission	26.05.2026	Controller of Examinations, All HoDs	Dean Academics
104	Release of Notification for Re-Evaluation / Personal Verification for All UG MHS Phase-II and PG ALL Year Even Semester	26.05.2026	Controller of Examinations	Dean Academics
105	Last Date to Apply & Pay Makeup Exam Fee for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	27.05.2026	Controller of Examinations	Dean Academics
106	IQAC files updation	27.05.2026	DIIs	ALL HODs
107	Compliance report on calendar of activities to Registrar	30.05.2026	All Functionaries & All HoD's	Registrar
108	Certification Course last date-self paced as well as Monitored	30.05.2026	All HODs	Dean SD&SP
109	Research Group Meetings	30-05-2026	HoD-CSE	Dean R&D
110	Research Diary Submission & Verification	30-05-2026	ALL HODs	Dean R&D
111	Counselling reports verification by Dept Team	30-05-2026	All-HoDs	Principals
112	Supplementary Exams for B.Tech ALL Year Even Semester	30.05.2026 to 10.06.2026	All Engg. HoDs, Principal (COE)	Dean Academics
113	Stock Verification (Laboratories) by the end of Even Semester	4th week of May 2026	ALL HODs	Dean P&D
114	RPAC meeting	4th week of May 2026	ALL HODs	Dean R&D
115	Global Certifications Review	4th week of May 2026	HOD - CSE	Dean Academics
116	CRT/summer term classes applications	4th week of May 2026	ALL HODs, Director CRT	Dean IP&I
117	Department wise Executive / Corporate Training Program	4th week of May 2026	ALL HODs	Principal CoE
118	Consultancy projects activities of the department	4th week of May 2026	Dean-R&D	Dean R&D
119	Central facilities Non conformance Report to concerned Dean	4th week of May 2026	Dean-Quality	Dean Quality
120	Central facilities Non conformance Report reply to Dean Quality	4th week of May 2026	Concerned Deans	Dean-Quality
121	Grievances Redressal Committee meeting(Central level)	4th week of May 2026	Associate Dean-Grievances, Cells, Committees and Forum	Dean SA
122	Self- Defence Tools – Preparation and Practice Programs	4th week of May 2026	Principal- School of Architecture, HOD Architecture, Women's Forum	Dean SA
123	Preparation of Sports Quota Admission formats-2026	4th week of May 2026	Physical education HOD, Assoc. Dean-Sports & Games	Dean SA
124	Meeting for the women empowerment teams	4th week of May 2026	Women's Forum	Dean SA
125	Dean's Targets audit	4th week of May 2026	Associate Deans-Quality	Dean-Quality

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Calendar of Events for the Academic Year 2025-26

June-2026

S. No	Event	Dates	Primary Responsibility/Conducting	Reporting Authority
1	Extension Activities - At least 6/department/semester	One activity in every month	HOD's	Dean R&D
2	Departmental Association Activities (Once in 2 weeks)	Once in a Month	ALL HODs	All Principals
3	Dean's visit to Hyderabad campus	June/2026	ALL Deans	ALL Deans
4	Conduction of Lateral Entry students Counselling	June/2026	Director-Admissions & Convener	Registrar
5	FDPs	June/2026	All Engg HODs	Principal COE
6	Industry Faculty Orientation Lecture one per month for Faculty	June/2026	Engg Depts-AI&DS, BT, CE, CSE, CS&IT, ECE, IOT, EEE, ME	Dean SD&SP
7	Guest Lecture / Industry Connect / Academia Connect - Ceutics	June/2026	Principal Pharmacy	Director Life Sciences
8	Orientation Programme for all faculty/annual refresher training (1 week minimum)	June/2026	Principal-ASC	Dean Academics
9	Release of Digital Souvenir	June/2026	Director (Alumni), Department Co-ordinators, Publishing	Director Alumni
10	Tana Reunion	June/2026	Director Alumni	Registrar
11	I-10 Index verification	June/2026	Dean-R&D	Dean R&D
12	Submission of Govt. (or) Non. Govt. Scholarships, Placement, Higher Studies, and Competitive Exam Proofs to Dean Student Progression (Both Recent Passed out Batch and Present Finaly Year Batch)	June/2026	All Principals & HOD's	Dean SD&SP
13	Pre Ph.D. Exams / Reviews for Batches I to XIX	June/2026	Dean-Research & Development	Dean R&D
14	Principal & Dean Academics meeting with CCs & Cohort Professor In charges and Faculty In charges	June/2026	Principal COE & Dean Academics	Dean Academics
15	Laboratories Audit (Equipment)	June/2026	ALL HODs	Dean P&D
16	Observance of International Yoga Day	June/2026	NSS	Dean SA
17	Build a e-commerce website	June/2026	Web Apps Club	Dean SA
18	Workshop on IPR filing and compliance	02-06-2026	College of LAW	Dean R&D
19	Seminar on Breast Cancer & Cervical Cancer	02-06-2026	HOD Pharmacy & Women's Forum	Dean SA
20	FDP on Design Thinking and Innovation (Newly Recruited Faculty)	02-06-2026 to 06-06-2026	Principal-ASC, HOD-MDI&E	Dean Academics
21	Webinar - Interaction with IAS Officers	03-06-2026	HOD-Arts	Dean MHS
22	Release of Re-Evaluation Results for B.Tech ALL Year Even Semester	04.06.2026	All Engg. HoDs, Principal (COE), COE	Dean Academics
23	World Environment Day	05.06.2026	Director & HoD-Agriculture	Director/HoD-Agriculture
24	Administrative Files Audit by Department Team (Once in a month)	1st week of June 2026	Department IQAC In-Charges	ALL HODs
25	Organizing Extension activities which are service related	1st week of June 2026	ALL HODs	Principals
26	Department Advisory Board Meeting (Once in an Academic Year)	1st week of June 2026	ALL HODs	Principals
27	Department Libraries Stock Verification	1st week of June 2026	HODs of Law, Architecture, Pharmacy & Agriculture	Dean P&D
28	IQAC internal meeting	1st week of June 2026	Dean-Quality	Dean-Quality
29	Circular for 56th IQAC Advisory Committee meeting	1st week of June 2026	Dean-Quality	Dean-Quality
30	Research publications, citation, Reviews of the departments	1st week of June 2026	ALL HODs	Dean R&D
31	CRT/Summer Term Classes	1st week of June 2026	ALL HODs	Dean IP&I
32	Industrial training/ Internship for faculty	1st week of June 2026	ALL HODs	Principals
33	LMS/ERP committee meeting	1st week of June 2026	ALL HODs	Dean Academics
34	News Letter submission	1st week of June 2026	All Deans, Directors and HODs	Associate Dean (Publishing)/Dean Academics
35	Leadership Training program for elder women	1st Week of June 2026	Women's Forum	Dean SA

36	Deputing Faculty for Workshops/Conference/Short term courses etc.	1st week of June 2026	ALL HODs	Dean F&SA
37	Certificate Courses	1st week of June 2026	ALL HODs	Dean Academics
38	Schedule for Course Delivery by foreign faculty	1st week of June 2026	ALL HODs	Dean Academics
39	Finance Committee Meeting - 04	1st week of June 2026	Finance Officer	Registrar
40	Circular for audit of Central facilities	1st week of June 2026	IQAC	Dean Quality
41	World Environment Day (5th June 2026)	1st Week of June 2026	HOD-MDI&E	Dean SA
42	Notification for Executive Council Meeting-04	1st week of June 2026	Registrar	Registrar
43	Submission of Progression record including latest results with up to date CGPA for Engineering branches	1st week (01.06.2026 to 06.06.2026) 2023-24	Principals	Dean SD&SP
44	Commencement of Phase - I of Higher Education coaching	1st week (01.06.2026 to 06.06.2026) 2023-24	All Principals & HoD's	Dean SD&SP
45	Final Result Analysis Reflection along with OBE Analysis for MHS II, III, IV and V YEARS and PG (MBA and MCA) Even Semester	09-06-2026 to 15-06-2026	Controller of Examinations	Controller of Examinations
46	Academic Audit - End Semester for MHS II, III, IV and V years and PG (MBA and MCA) Even Semester	09-06-2026 to 15-06-2026	All Principals & HoDs-MHS	Dean Academics
47	Semester Reflection Week for All UG MHS Phase-II and PG ALL Year Even Semester	09-06-2026 to 15-06-2026	All HoDs, Principals	Dean Academics
48	Declaration of Results for MHS II, III, IV and V YEARS and PG (MBA and MCA) Even Semester	10-06-2026	Controller of Examinations	Controller of Examinations
49	Release of Notification for Re-Evaluation / Personal Verification for MHS II, III, IV and V years and PG (MBA and MCA) Even Semester	10-06-2026	Controller of Examinations	Controller of Examinations
50	SRP Phase -3 (T/P/S)	10-06-2026 to 22-06-2026	All HoDs, Principals	Dean Academics
51	Research Group Meetings	11.6.2026	HoD-CSE	Dean R&D
52	Training program in Civil service syllabi mapping to our courses	13-06-2026 to 14-06-2026	Dept. of Arts	Dean MHS
53	Commencement of Class work for Summer Term for 2026	2nd Week of June 2026	All HoDs, Principals	Dean Academics
54	HoD meeting with Faculty & Staff	2nd Week of June 2026	ALL HODs	Principals
55	Lab Monitoring Committee	2nd Week of June 2026	ALL HODs	Dean Academics
56	Consolidated report on the conduction of Certification Courses offered to students	2nd Week of June 2026	All Principals & HoD's	Dean SD&SP
57	LOCF: Faculty Development Programs/ LOCF Certification Programs	2nd Week of June 2026	All HoDs & Principals	Principals
58	Conduction of Supplementary examinations for all years, all batches Notification release	2nd week of June 2026	Controller of Examinations	Dean Academics
59	Audit of Central facilities	2nd & 3rd Weeks, June 2026	Dean-Quality	Dean Quality
60	Issue of handbook to B.Tech. 2026-27 admitted students	15.6.2026	All Engg-HoDs, Principal-COE)	Dean Academics
61	In-Sem 1 Theory Exams for B.Tech All Years Summer Semester	15.06.2026 to 16.06.2026	All HODs of Engg. & Principal-COE and COE (Release of Timetable)	Dean Academics
62	Last Date to apply for Re-Evaluation / Personal Verification for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	16-06-2026	COE	Dean Academics
63	Submission of Identified Certificate courses to be Offered in 2026-27 (ODD & EVEN semesters)-for recognized Global Certifying agencies/SSc's/Skill Academies - along with per student cost by HODs to Dean skill Development for further processing	17-06-2026	ALL HODs	Dean SD&SP
64	Orientation Programme on LMS and ERP	17-06-2026 & 18-06-2026	Dept. of Commerce, BBA, BCA	Dean Academics
65	Lab-In-I examination for summer term of II, III, IV B. Pharmacy	19.06.2026 to 20.06.2026	Principal-Pharmacy, CoE	Dean Academics
66	Lab internal exam	19.06.2026 to 20.06.2026	ALL HODs	Dean Academics
67	In-Sem Lab Exams for B.Tech All Years Summer Semester	19.06.2026 to 20.06.2026	All Engg-HoDs, Principal-COE	Dean Academics

68	56th IQAC Advisory Committee meeting	3rd week of June 2026	Dean-Quality	Dean Quality
69	HOD's Compliance report	3rd week of June 2026	ALL HODs	Dean MHS
70	HOD meeting with CCs & Cohort Professor In charges and Faculty In charges	3rd week of June 2026	All-HODs	Principal COE
71	Executive Council Meeting-04	3rd week of June 2026	Registrar	Registrar
72	6 days national Yoga Day Celebrations by Dept. of Physical Education	3rd week of June 2026	Physical Education HOD, Assoc. Dean, Sports & Games	Dean (Student Affairs)
73	Higher Education Seat confirmation proofs submission (Latest available data)	3rd week of June 2026	All Principals & HoD's	Dean SD&SP
74	Release of Re-Evaluation Results for MHS II, III, IV AND V YEARS and PG (MBA and MCA) Even Semester	23-06-2026	Controller of Examinations	Dean Academics
75	Declaration of Results for Supplementary B.Tech ALL Year Even Semester	24-06-2026	Controller of Examinations	Dean Academics
76	Declaration of Results for All UG MHS Phase-II and PG ALL Year Even Semester	24-06-2026	Controller of Examinations	Dean Academics
77	Closure Feedback Week on Academic Quality, Student Satisfaction & TLP for B.Tech All Years Summer Semester	24-06-2026 to 29-06-2026	All Engg-HoDs, Principal-COE	Dean Academics
78	Semester Readiness week	24-06-2026 to 29-06-2026	All HoDs, Principals	Dean Academics
79	Last Date to upload Social Immersive Learning Proofs in ERP for B.Tech All Years Summer Semester	25-06-2026 to 27-06-2026	All Engg-HoDs, Principal-COE	Dean Academics
80	Final Result Analysis Reflection along with OBE Analysis for All UG MHS Phase-II and PG ALL Year Even Semester	25-06-2026 to 30-06-2026	COE	Dean Academics
81	Academic Audit - End Semester for All UG MHS Phase-II and PG ALL Year Even Semester	25-06-2026 to 30-06-2026	All HoDs, Principals	Dean Academics
82	Project / Internship Expo & Final Review for B.Tech 4 Year Summer Semester	26.06.2026 to 28.06.2026	All Engg-HoDs	Principal COE
83	Last Date to Pay End-Sem Exam Fee without Late Payment Penalty for B.Tech All Years Summer Semester	27-06-2026	Controller of Examinations	Dean Academics
84	Research Diary Submission & Verification	30.06.2026	ALL HODs	Dean R&D
85	Counselling reports verification by Dept Team	30.06.2026	HoD-CSE	Dean Academics
86	Last Date to apply for Re-Evaluation / Personal Verification for All UG MHS Phase-II and PG ALL Year Even Semester	30.06.2026	COE	Dean Academics
87	Academic Pathway Planning (CBCS) Week for Students & Parents for B.Tech ALL Year Odd Semester 2026-27	30-06-2026 to 02-07-2026	All Engg-HoDs, Principal(COE)	Dean Academics
88	Project / Internship Expo & Final Review for All UG MHS Phase-II and PG 4 Year Even Semester	30.06.2026 to 05.07.2026	All Principals & HoDs-MHS	Dean Academics
89	Faculty Orientation Lecture	4th week of June 2026	ALL HODs	Principals
90	Preparation of department wise placement brochure for A. Y. 2026 - 27	4th week of June 2026	Dean-Placements & Internships	Dean-Placements & Internships
91	All stakeholders Feedback report and action taken report Placing in the website	4th week of June 2026	ALL HODs	Dean Academics
92	Central facilities Non conformance Report to concerned Deans	4th week of June 2026	Dean-Quality	Dean Quality
93	Central facilities Non conformance Report reply to Dean Quality	4th week of June 2026	Concerned Deans	Dean-Quality
94	Dean's Targets audit	4th Week of June 2026	Associate Deans-Quality	Dean-Quality

95	Submission of proofs of 2026 graduated batch in respect to job offer letters, higher education seat allotment letter, competitive exam score cards, business registration proofs(CIN/DIN), Internships and Practice School 1 and 2.	Last week of June 2026 (On or before 30-06-2026)	All Principals, HoDs, Dean IP&I, Director CIIE, Director-Practice school.	Dean SD&SP
96	Submission of proofs of 2026 graduated batch global certification proofs	Last week of June 2026 (On or before 30-06-2026)	All Principals, HoDs	Dean SD&SP
97	Submission of detailed report on Value added Courses offered for 2025-26 Odd and even semesters with geo tagged photographs, digital banners, syllabus covered, session plan, faculty involved to teach, attendance proof, course completion certificates.	Last week of June 2026 (On or before 30-06-2026)	All Principals, HoDs	Dean SD&SP
98	Submission of detailed report of CRT for AY 2025-26 (both 2026 graduated, 2027 graduating batch) with geo tagged photographs, digital banners, syllabus covered, session plan, faculty involved to teach, attendance proof, course completion certificates for purpose of NAAC AQAR, NBA, ABET, Career Counseling Proofs.	Last week of June 2026 (On or before 30-06-2026)	Director CRT and Dean IP&I	Dean SD&SP
99	Submission of proofs of A.Y 2025-26 Govt. (or) Non. Govt. Scholarships	Last week of June 2026 (On or before 30-06-2026)	Joint Registrar, Director International Relations	Dean SD&SP
100	Compliance report on Calendar of Activities to Registrar	Last Day of the Month	All Functionaries & All HoD's	Registrar