

National University of Computer & Emerging Sciences, Islamabad Campus

Tentative Academic Plan for Fall Semester 2020

S. No.	Week	Descriptions	Date
1	-6	Preparing Tentative List of Courses to be offered	20 to 24 July 2020
2	-5	Allocating courses to Faculty & Communicating Final List of Courses to all concerned	27 to 31 July 2020
3	-4	Preparing List of Faculty Advisors & TAs	3 to 7 August 2020
4	-3	Enabling New Semester (Spring 2020) in Flex Portal	August 10, 2020
5	-3	Offering of courses to relevant batches and teachers in Flex Portal	11 to 13 August 2020
6	-2	Preparing Classes' Schedule	17 to 20 August 2020
7	-2	Communicating classes schedule to all concerned	August 20, 2020
8	-2 to -1	Online Registration of Courses	21 to 28 August 2020
9	-1	Updating Teaching workload in Flex Portal for approval of Head Office	27 to 28 August 2020
10	1	First Day of Classes	Monday, August 31, 2020
11	1	Departmental faculty meetings (permanent and visiting)	1 to 4 September 2020
12	2	Preparing Final List of TAs for approval of Head Office	7 to 11 September 2020
13	2	Deadline of Add & Drop of Courses	September 11, 2020
14	3	Last date for applying semester deferment/Freeze	September 18, 2020
15	4 - 5	Academic Audit of new admitted students & updating students' files as per check list	21 to 30 September, 2020
16	5	Updating attendance, marks of assignments & quizzes in Flex Portal	1 to 2 October, 2020
17	6	Issuance of 1st Attendance Warning List	October 5, 2020
18	6	Preparation for Midterm Examination	October 6, 2020
19	6	Printing of Admit Cards for Midterm Exam	8 to 9 October, 2020
20	7	First Feedback of Faculty/Courses	October 12, 2020
21	7	Distribution of Midterm Exam Admit Cards to students	October 13, 2020
22	7	Medals Distribution Ceremony	October 16, 2020
23	8	Notifying Invigilation Duties for Midterm Exam	19 to 21 October 2020
24	9	Midterm Examinations	26 to 31 October 2020
25	10	Announcement of Results of Midterm Exams & updating marks in Flex Portal	November 4, 2020
26	10	Communicating 1st faculty/course feedback to departments	5 to 6 November 2020
27	11	Intimating results of Midterm exams to students having poor performance	10 to 13 November 2020
28	12	Issuance of 2nd Attendance Warning List	November 16, 2020
29	12	Withdrawal from Courses	November 17, 2020
30	13	Preparation for Final Examination	November 23, 2020
31	14	Printing of Admit Cards for Final Exams	1 to 3 December 2020
32	15	Second Faculty/Courses Feedback	December 7, 2020
33	15	Distribution of Exam Admit Cards to students for Final Exam	December 8, 2020
34	15-16	FYP Evaluation, Defence of Thesis	7 to 18 December 2020
35	16	Notifying Invigilation Duties for Final Exam	14 to 16 December 2020
36	16	Meeting on Conducting of Final Examination and Invigilators' role	17 to 18 December 2020
37	16	Issuance of List of disallowed students from final exam (s)	December 18, 2020
38	16	Last Day of Classes	Friday, December 18, 2020
39	17-20	Final Examinations	22 Dec 2020 to 6 Jan 2021
40	21	Show-up of Final Examination Papers	12 to 14 January 2021
41	21	Announcement of Final Results	January 15, 2021
42	22	Communicating Second Faculty/Course Feedback after announcement of Final Result	January 20, 2021
43	23	Issuance of Transcripts to students	20 to 22 January 2021
44	23	Issuance of Degrees to Graduates	January 29, 2021
45	*	Convocation	*

July 31 -Aug 2 Eid-ul-Adha*
 Aug 14 Independence Day
 Aug 29 - 30 Ashura*
 Oct 30 Eid Melad-un-Nabi*
 Dec 25 Quaid's Birthday

Subject to Lunar calendar

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 17-Jul-20