

PSIT

PSIT COLLEGE OF HIGHER EDUCATION

Affiliated to Chhatrapati Shahu Ji Maharaj University, Kanpur
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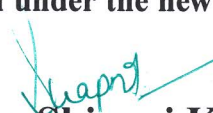
27/05/2017

Notice

I am pleased to inform that from the upcoming semester, the Institute shall adopt a system of 5 days of teaching in a week. The following are the important guidelines for the same:

1. The prime objective of introducing the system of 5 days of teaching is to facilitate the faculty & students for self study, self learning and professional growth.
2. The system of 5 days of teaching is going to be introduced only on trial basis from 1st August 2017 to 30th November, 2017. The effectiveness of the same shall be renewed thereafter. In case the situation demands, we will again resort to 6 days of teaching.
3. In general, all Saturdays shall be non working days for all students. However, in case any other day of the week (Except Saturday or Sunday) coincides with a holiday, 2nd, 4th or 5th Saturday of the month shall be observed as a working day. *For example if there is a holiday on Wednesday in the second week of August, Saturday of the second week of August shall be observed as a working day and time table of Wednesday shall be followed therein. This is essential to ensure that there is no loss of academics on account of the new system.*
4. For all members of the faculty cadre, the first and third Saturday of every month shall be observed as an off day. However, all other Saturdays (2nd, 4th & 5th) shall be observed as full working days. The working Saturdays shall be utilized for planning and faculty development.
5. For all other members of the staff (except those belonging to faculty cadre), the first and third Saturday of every month shall be observed as half working days and the office timings shall be observed as 9:00 A.M to 2:00 P.M. However, the working hours can be extended as per need and requirement. All other Saturdays (2nd, 4th & 5th) shall be observed as full working days.
6. No faculty member shall avail any leave on Friday or Monday coinciding with the weekend wherein Saturday is an off day. For e.g. if any faculty is not present on Friday, just preceding the first Saturday, three days of absence viz. Friday, Saturday and Sunday shall be counted.
7. In case any non working Saturday coincides with an important activity/event planned in the campus, no compensatory leave shall be applicable.

We hope that all the faculty, staff and students will work together towards the cause of the Institution more enthusiastically with a high degree of motivation under the new system of working.


Dr. Shivani Kapoor
(Offg. Principal)

Copy to:

1. Chairman Sir- for kind information
2. Managing Director - for kind information
3. All Concerned – for information
4. Intranet