

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Universities - Academic Calendar and Guidelines for the Commencement of Academic Year 2021-22 for the State Universities and Colleges (UG/PG, Professional/Non-Professional) - Opening of Higher Educational Institutions i.e University Colleges and its affiliated Colleges - Orders – Issued.

HIGHER EDUCATION (U.E) DEPARTMENT

G.O.RT.No.242

Dated:13.09.2021

Read the following:

1. From the Secretary, UGC, New Delhi, D.O.No.F.1-1/2021(Secy), Dated:16-07-2021.
2. From the Chairman, APSCHE, E-file bearing computer No.1478134.

ORDER:

The Government of Andhra Pradesh have decided to open all Higher Educational Institutions i.e University Colleges and its affiliated Colleges in the State from 1st October, 2021 for the academic year 2021-22.

2. In the 2nd reference read above, the Chairman, Andhra Pradesh State Council Higher Education has proposed common Academic Calendar & guidelines to be followed based on the guidelines of UGC issued on 16th July, 2021.

3. Government, after careful examination of the matter, hereby accord the permission to open all Higher Educational Institutions i.e University Colleges and its affiliated Colleges in the State from 1st October, 2021 for the academic year 2021-22.

4. The Government have also approve the common Academic Calendar & guidelines to be followed for commencement of Academic Year 2021-22 for State Universities and Colleges (UG/PG, Professional/ Non-Professional), with the approval of the respective Statutory bodies of the concerned University. The details of the Academic Calendar and guidelines & Standard Operating Procedures (SoPs) for the commencement of Academic Year 2021-22 is appended to this order in Annexure-I & II respectively.

5. The Secretary, A.P. State Council of Higher Education, Mangalagiri, Special Commissioner Collegiate Education, Vice Chancellors of the all the State Universities shall take necessary action accordingly.

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

SATISH CHANDRA

SPECIAL CHIEF SECRETARY TO GOVERNMENT

To

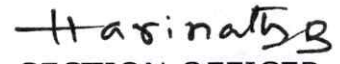
The Chairman A.P. State Council of Higher Education, Mangalagiri.

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

Copy to:

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

//FORWARDED :: BY ORDER//


SECTION OFFICER

Annexure-I to G.O.Rt.No.242, Dated:13.09.2021

Academic Calendar for the academic year 2021-22

A. Non-Professional Programmes

Academic Schedule for 2021-22 for Odd Semesters I, III and V			
1	Re opening of Colleges		1 st October 2021
2	Commencement of Classes for I, III, V Semesters		1 st October 2021
4	Internal Examinations	For I, III & V Semesters	1 st December to 6 th December, 2021
5	Closure of instruction	For I, III & V Semesters	22 nd January, 2022
6	Commencement of End Semester Examinations	For I, III & V Semesters	24 th January 2022
Academic Schedule for 2021-22 for Even Semesters II, IV and VI			
1	Commencement of Classes for II, IV and VI Semesters		15 th February, 2022
2	Internal Examinations	For II, IV and VI Semesters	4 th - 9 th April, 2022
5	Closure of instruction	For II, IV and VI Semesters	28 th May, 2022
6	Commencement of End Semester Examinations	For II, IV and VI Semesters	1 st June, 2022
7	Community Service Project	After II Semester Examinations	8 Weeks duration
8	Summer Internship / On the Job Training / Apprenticeship	After IV Semester Examinations	8 Weeks duration
9	Commencement of next academic year		9 th August, 2022

B.1. Professional Programmes (B.Tech and B.Pharm)

Academic Schedule for students admitted for A.Y. 2021-22 Ist Semester			
1	Commencement of Classes for Ist Semester		1 st October 2021
2	Internal Examinations	For Ist Semester	1 st December to 6 th December, 2021
3	Closure of instruction	For Ist Semester	31 st January, 2022
4	Commencement of End Semester Examinations	For Ist Semester	7 th February 2022

Academic Schedule for students admitted for A.Y. 2021-22 IInd Semester			
1	Commencement of Classes for IInd Semester		1 st March, 2022
2	Internal Examinations	For IInd Semester	15 th - 19 th April, 2022
3	Closure of instruction	For IInd Semester	18 th June, 2022
4	Commencement of End Semester Examinations	For IInd Semester	23 th June, 2022
5	Commencement of next academic year (IIIrd Semester)		9 th August, 2022

B.2. Professional Programmes (B.Tech and B.Pharm)

Academic Schedule for 2021-22 for Odd Semesters III			
1	Re opening of Colleges		1 st October 2021
2	Commencement of Classes for III Semester		1 st October 2021
3	Internal Examinations	For III Semester	1 st December to 6 th December, 2021
4	Closure of instruction	For III Semester	22 nd January, 2022
5	Commencement of End Semester Examinations	For III Semester	24 th January 2022
Academic Schedule for 2021-22 for Even Semester IV			
1	Commencement of Classes for IV Semester		15 th February, 2022
2	Internal Examinations	For IV Semester	11 th - 16 th April, 2022
5	Closure of instruction	For IV Semester	28 th May, 2022
6	Commencement of End Semester Examinations	For IV Semester	1 st June, 2022
7	Community Service Project	After IV Semester Examinations	8 Weeks duration
9	Commencement of next academic year		9 th August, 2022

B.3. Professional Programmes (B.Tech and B.Pharm)

Academic Schedule for 2021-22 for Odd Semesters V & VII			
1	Commencement of Classes for V and VII Semesters		1 st October 2021
2	Internal Examinations	For V& VII Semesters	1 st December to 6 th December, 2021
3	Closure of instruction	For V& VII Semesters	31 st January, 2022
4	Commencement of End Semester Examinations	For V& VII Semesters	7 th February 2022
Academic Schedule for 2021-22 for Even Semesters VI & VIII			
1	Commencement of Classes for VI and VIII Semesters		1 st March, 2022
2	Internal Examinations	For VI and VIII Semesters	15 th – 19 th April, 2022
3	Closure of instruction	For VI and VIII Semesters	18 th June, 2022
4	Commencement of End Semester Examinations	For VI and VIII Semesters	23 th June, 2022
5	Commencement of next academic year		9 th August, 2022

C. Academic Calendar for Postgraduate Programmes

Academic Schedule for 2021-22 for Odd Semesters I and III			
1	Re opening of Colleges		1 st November 2021
2	Commencement of Classes for I, III, and V Semesters		1 st November 2021
3	Internal Examinations	For I, III & V Semesters	Jan 3 rd to Jan 7 th 2022
5	Closure of instruction	For I, III & V Semesters	28 th February, 2022
6	Commencement of End Semester Examinations	For I, III & V Semesters	1 st March, 2022
Academic Schedule for 2021-22 for Even Semesters II and IV			
1	Commencement of Classes for II, IV and VI Semesters		14 th March, 2022
2	Internal Examinations	For II, IV and VI Semesters	2 nd May to 7 th May, 2022
3	Closure of instruction	For II, IV and VI Semesters	30 th June, 2022
4	Commencement of End Semester Examinations	For II, IV and VI Semesters	4 th July, 2022
5	Commencement of next academic year		9 th August, 2022

Note:

1. 6-day week shall be followed.
2. For slippage of working days due to any unavoidable reasons, compensation can be made by conducting class work on Second Saturdays, Sundays and other holidays, except on National Holidays and important festivals.

SATISH CHANDRA
SPECIAL CHIEF SECRETARY TO GOVERNMENT

Annexure-II to G.O.Rt.No.242, Dated:13.09.2021

Standard Operating Procedure for the commencement of the Academic Year 2021 – 2022.

for State Universities and Colleges (UG/PG, Professional/Non-Professional)

This Standard Operating Procedure outlines various generic precautionary measures to be adopted in addition to specific measures to be taken when Universities and Colleges are permitting students for the academic year 2020 – 2021, to prevent spread of COVID-19. All Universities and Colleges are expected to comply with the COVID-19 related guidelines issued by Ministry of Home Affairs and Ministry of Health & Family Welfare, Government of India and also the University Grants Commission guidelines issued on 29.04.2020 and 06.07.2020 highlighting the modes of teaching, conduct of examinations, importance of physical & social distancing etc. and the UGC Guidelines on Examinations and Academic Calendar July-2021.

Notwithstanding the above Guidelines, every university/ college has to ensure that it is prepared in all respects to carry out the academic activities following necessary advisories/guidelines/directions issued by the Central/State Government, MHRD or UGC from time to time to prevent the spread of COVID-19.

(I). Generic Preventive Measures:

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

- (i) Physical distancing of at least 6 feet to be followed as far as feasible.
- (ii) Use of face covers/masks to be made mandatory.
- (iii) Frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be done wherever feasible.
- (iv) Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/ handkerchief/flexed elbow and disposing off used tissues properly.
- (v) Self-monitoring of health by all and reporting any illness at the earliest.
- (vi) Spitting shall be strictly prohibited.
- (vii) Installation & use of Aarogya Setu App may be advised wherever feasible.

(2) Before opening up of the HEIs:

- (i) Planning and scheduling of activities: All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the students. iGOT online modules training course on 'basic awareness on COVID' (https://diksha.gov.in/igot/explore-course/course/do_313010389971255296164) may be undertaken by all employee and students during online interactions or guidance sessions on the first day.
- (ii) Availability and management of supplies;
 - a. Appropriate back-up stock of personal protection items like face covers/masks, visors, hand sanitizers etc. shall be made available by management to the faculty and employee.
 - b. Provide an adequate supply of thermal guns, alcohol wipes or 1% sodium hypochlorite solutions and disposable paper towels, soap, IEC materials on COVID.
 - c. Pulse oximeter to check oxygen saturation levels of any symptomatic person must be arranged.
 - d. Ensure availability of sufficient covered dustbins and trash cans.
 - e. Provision for proper disposal of used personal protective items and general waste in accordance with CPCB guidelines (available at: https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMWGUIDELINES- COVID_1.pdf)
 - f. Housekeeping employee to be informed & trained about norms for waste management & disposal.

(3) After opening of the HEIs:

- (a) At the entry point:
 - (i) Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions. Multiple gates/separate gates, if feasible, should be used for entry and exit.
 - (ii) Only asymptomatic persons (faculty, employees and students) to be allowed in the premises. If a faculty/employee/student is found to be symptomatic, he/she should be referred to nearest health centre.
 - (iii) Posters/standees on preventive measures about COVID-19 to be displayed prominently.
 - (iv) Proper crowd management in the parking lots, in corridors and in elevators – duly following physical distancing norms shall be organized.

(v) Entry of visitors should be strictly regulated/restricted.

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

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

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

- (i) For practical activities in laboratories maximum capacity per session based on redesigned spaces, may be planned and scheduled accordingly.
- (ii) Ensure that the equipments have been disinfected, particularly the frequently touched surfaces before and after each use.
- (iii) Ensure a floor area of 4 sq.m per person is available for working on equipment/work station.
- (iv) Ensure that members sanitize their hands before and after using training equipment. For such purpose hand sanitizer should be provided at laboratories/workstations/simulation labs etc.

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

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

(e) Transportation to and from the institution: If transportation facility is being managed by the school, proper physical distancing, sanitization of buses/other transport vehicles (with 1% sodium hypochlorite) shall be ensured.

(4) Teaching Learning Activities:

Given that the physical mode is the usual mode utilized for classes, the teaching and learning activities can be conducted as per the usual methodologies. Therefore, the curriculum, course outline, pedagogical implementation, experiential learning will not be affected since the faculty and students will be face-to-face in a classroom which is 'business as usual'. If any adjustments are required, the guidelines for online mode could be utilized. However, there will have to be norms of social distancing and other health-and-safety precautions which will need to be practiced. This may require:

- i. Re-structuring the class size – This needs to be done to ensure social distancing.
- ii. Re-planning the time – Since the class size will be smaller, the faculty may have to take extra classes. Therefore, academic planning in terms of class allocations to faculty and time academic calendar will need to be re-evaluated.
- iii. Additional infrastructural requirement – This can be put in place as stated further in the document.

Further, the possibility of disruption of classes due to COVID-19 cases that may emerge on campus cannot be ruled out. Even when classes may continue, some students may show symptoms of COVID-19(similar to common flu during winter) or be tested positive, thus making it impossible for them to attend classes. Hence, the institutions need to ensure that all physical classes are video recorded and the videos are uploaded on LMS. As a result, all suggestions made for online mode will still remain relevant in physical mode of operations.

The HEIs may explore the implementation of any one or a combination of the following:

4.1 Conduct class work for 50% of the programmes while students of the other 50% stay at home and participate in learning through online mode. After a period of three months the batches of students attending classroom teaching may be swapped with students pursuing online learning.

4.2 Explore the possibility of not offering all or a few self-financed programmes for academic year 2021-22 in view of constraint in classroom space and other academic facilities and in hostels.

4.3 The class strength shall be restricted to 50% of the normal strength or such strength that can be accommodated following safe social distancing. When only 50% of students are attending the classes in person, the other 50% students shall be provided with online instruction, live classes or recorded classes, as the case may be. As far as possible personal contact classes shall be conducted to only those students who do not have access to online mode of teaching. This will ease the problem of physical distancing and the load on the hostels.

4.4 Students of a particular class can be divided into two sections and teachers can be drafted to teach both sections simultaneously, wherever feasible.

4.5 Staggered timetable shall be worked out for different semesters. The respective Universities and colleges shall facilitate the instruction as per the available infra structural facilities.

The HEIs shall ensure that all the teachers are available to their respective students for counselling/consultation/doubt clarification through online mode.

5. Revisiting the Hostel Accommodation:

The students staying in the hostel, accommodation will need to be planned based on the minimum social distancing to be maintained.

(i) Usage of Common Areas Common areas such as washrooms will need to follow the washroom sanitization guidelines stated above. Other common areas within the student housing used for communal gathering will need to be suspended, and used on a need-only basis based on authorization of hostel warden.

(ii) Sanitization Procedure; Room provisions such as bed linen, and overall sanitization will need to have additional cleaning procedures in place. The rooms will have to be sanitized more periodically.

(iii) Emergency Protocol; An emergency protocol will need to be defined in case a student is found symptomatic or has tested positive for COVID-19 to ensure calm is maintained, and necessary actions are taken to quarantine and test peers living in the same accommodation.

(iv) Hygiene and Sanitation;

- i. Daily cleaning of the floors shall be taken up.
- ii. Provision of soap in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- iii. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, hand rails, chairs, benches, washroom fixtures, etc.) to be made mandatory in all class rooms,

- laboratories, other common areas etc. before beginning of classes and at the end of the day.
- iv. Teaching materials, computers, laptops, printers, shall be disinfected with 70% alcohol wipes.
 - v. Deep cleaning of all drinking and hand washing stations, washrooms and lavatories shall be ensured.
 - vi. Students and employee should be advised to dispose of used face covers/masks in separate covered bins placed in classrooms, work stations and other common areas. The same may remain stored in the bins for 3 days and disposed of as dry general solid waste after cutting/shredding.
 - vii. Students should not be involved in any of the cleaning activities for health safety reasons.

6. Risk Communication:

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

7. Psycho-social well-being :

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

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