



# National College of Arts

A Federal Chartered Institute

GOVERNMENT OF PAKISTAN

4, Shahrah-e-Quaid-e-Azam, Lahore-54000, Pakistan

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No: NCA/ Edu/157

Date: 19/1/24

## NATIONAL COLLEGE OF ARTS ACADEMIC CALENDAR SPRING SEMESTER SESSION 2024

S#	EVENT	DAYS	DATES
1.	<b>Commencement of Academic Session 2024</b> Undergraduate & MPhil/Master Program	Monday	29 January, 2024
2.	<b>Enrollment of Electives</b>	Monday - Friday	29 January – 2 February 2024
3.	<b>Supplementary Thesis Commencement (Annual System)</b> Undergraduate	Monday	29 January, 2024
4.	<b>Orientation</b> Foundation Year 2024 NCA-Rawalpindi	Thursday	1 February, 2024
5.	<b>Orientation</b> Foundation Year 2024 NCA-Lahore	Saturday	3 February, 2024
6.	<b>Kashmir Day</b>	Monday	5 <sup>th</sup> February, 2024
7.	<b>Supplementary Examination commencement</b> Undergraduate Programs (Annual System)	Tuesday	6 February, 2024
8.	<b>Submission of Award Roll</b> (Supplementary Examination)	Monday	12 February, 2024
9.	<b>Result Declaration-Supplementary Examination</b> Undergraduate Programs (Annual System)	Friday	16 February, 2024
10.	<b>Spring Carnival / Welcome Festival</b> to Foundation Year 1 <sup>st</sup> Semester	Friday – Saturday	16 - 17 February, 2024
11.	Sports/Games Week	Monday – Friday	26 February - 1 March 2024
12.	<b>Ramzan</b> Starts	Monday	11 March, 2024 Subject to appearance of moon
13.	<b>Submission of Attendance Report</b> from All Departments to Education Section, HOD / Deans Meeting & letters dispatch	Monday – Friday	18 - 22 March, 2024
14.	<b>Pakistan Day</b>	Saturday	23 March, 2024
15.	<b>Supplementary Thesis Submission (Annual System)</b> Undergraduate	Monday	25 March, 2024
16.	<b>Mid Semester Assessment</b> (grade entry in IDRAK and result Submission to Controller / Dy. Controller Exam by all Departments-Undergraduate & MPhil/Master Program	Monday – Friday	25 - 29 March, 2024
17.	Supplementary Thesis Jury <b>(Annual System)</b> Undergraduate	Wednesday	27 March, 2024
18.	Supplementary Thesis <b>Result Notification</b> Undergraduate <b>(Annual System)</b>	Friday	29 March, 2024
19.	<b>Eid Ul Fitr</b>	Wednesday - Friday	10 – 12 April, 2024 Subject to appearance of moon
20.	<b>Labour Day</b>	Wednesday	1 May, 2024
21.	<b>Submission of Attendance Report</b> from All Departments to Education Section, HOD / Deans Meeting & letters dispatched	Monday-Friday	6 – 10 May, 2024
22.	<b>Registration for Summer Semester</b>	Wednesday - Sunday	15 May – 16 June, 2024
23.	Commencement of <b>Spring Semester Examination</b> (Theory & Studio) Undergraduate & MPhil/Master Program	Monday-Friday	27 – 31 May, 2024
24.	<b>Summer Vacation (for students)</b>	Monday - Friday	3 June – 23 August, 2024



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S#	EVENT	DAYS	DATES
25.	Result Entry in IDRAK by Faculty (Last date)	Friday	7 June, 2024
26.	Grades Verification by HOD / Deans (Last date)	Tuesday	11 June, 2024
27.	HOD / Deans Meeting for approval of Result	Thursday	13 June, 2024
28.	Result Declaration Spring Semester Examination Undergraduate & MPhil/Master Program	Friday	14 June, 2024
29.	Eid ul Azha	Monday - Wednesday	17 – 19 June, 2024 Subject to appearance of moon
30.	Summer Semester Commencement	Monday - Friday	24 June – 16 August, 2024
31.	Ashura	Tuesday - Wednesday	16 – 17 July, 2024 Subject to appearance of moon
32.	Independence Day	Wednesday	14 August, 2024
33.	Summer Semester Result/Grades entry in IDRAK by Faculty (Last date)	Monday	19 August, 2024
34.	Summer Semester Results verification by HOD / Deans (Last date)	Tuesday	20 August, 2024
35.	HOD / Deans Meeting for Summer Semester Result	Wednesday	21 August, 2024
36.	Summer Semester Result Declaration/Notification	Thursday	22 August, 2024
37.	Fall Semester 2024 Undergraduate & MPhil/Master Program	Monday	26 August, 2024

## IMPORTANT INSTRUCTIONS:

1. Enrollment for Spring semester commencing from 29<sup>th</sup> January, 2024, shall be held from 24<sup>th</sup> to 29<sup>th</sup> January, 2024
2. Enrollment for fall semester commencing from 26<sup>th</sup> August, 2024, shall be held on 22<sup>nd</sup> August, 2024
3. For undergraduate semester system, the faculty will enter students' attendance and grades in LMS (IDRAK) regularly. The departments will submit low attendance and low performance students list to the office of the controller examination for further proceedings two weeks prior to mid and final examinations
4. Vacational staff including departmental administrative staff to be available on Campus to prepare for next Fall Semester in coordination with the Registrar office
5. Faculty to prepare course work in IDRAK two weeks prior to next Semester
6. Departmental administrative staff to submit the time table & visiting faculty list etc. to the Registrar's office two weeks prior to the start of the next Semester 2024
7. Accounts Section to issue challans and complete fee collection process: -
  - a) For Spring Semester 2024, 24<sup>th</sup> January to 6<sup>th</sup> February, 2024
  - b) For Fall Semester 2024, 22<sup>nd</sup> August to 30<sup>th</sup> August, 2024