



**Guru Gobind Singh Indraprastha University**  
**Sector 16C, Dwarka, Delhi-110078**

F.No. GGSIPU/Office of Registrar/2014/53.

Date: 04.07/14.

**NOTIFICATION**

**Sub: Timings for Conduct of classes in affiliated Institutes / Colleges.**  
**(Academic Session 2014-15)**

In furtherance of the policy guidelines for issue / re-validation of 'No objection Certificate' and other allied matters etc., issued by Govt of NCT of Delhi dated 06.05.2011, 02.04.2014 & 01.07.2014, University, in the general interest of students and for continuance of academic quality, hereby notifies the following timings for the academic programmes as sanctioned for various affiliated institutes / colleges of the University, being conducted in Two Shifts (1<sup>st</sup> shift and 2<sup>nd</sup> Shift) w.e.f. Academic Session 2014-15 regarding AICTE approved courses. Such institutes / colleges sanctioned for AICTE programmes have to adhere to the following shift timings.

**1<sup>st</sup> Shift : 8.00 a.m. to 2.30 p.m.**

**2<sup>nd</sup> Shift : 12.30 p.m. to 7.00 p.m.**

**Note:** (a) The institute / Colleges conducting 1<sup>st</sup> and 2<sup>nd</sup> shift of the AICTE programmes shall run on 6 days a week (Monday to Saturday)


(b) The time table of the 1<sup>st</sup> shift shall be so arranged that during the overlapping periods of 1<sup>st</sup> and 2<sup>nd</sup> shift, practical classes are arranged for 1<sup>st</sup> shift, so that the classrooms are available for the theory period for conduct of 2<sup>nd</sup> shift.

The institutes / Colleges approved for the academic programmes other than AICTE, and being conducted in two shifts i.e. 1<sup>st</sup> Shift and 2<sup>nd</sup> Shift, may also follow the timings as to be followed by the institutes / colleges with AICTE programmes. Such institutes/colleges (i.e. for other than AICTE programmes) are to run 5 / 6 days in a week (Monday to Friday / Monday to Saturday), subject to fulfilling the minimum requirement of teaching hours for the programme(s), with arrangement of time table of the 1<sup>st</sup> shift shall be so arranged that during the overlapping periods of 1<sup>st</sup> and 2<sup>nd</sup> shift, practical classes are arranged for 1<sup>st</sup> shift, so that the classrooms are available for the theory period for conduct of 2<sup>nd</sup> shift.

The Institutes / Colleges offering programmes only in one shift may follow general timing between 9.00 a.m to 5.00 p.m, to run 5/6 days in a week (Monday to Friday/Monday to Saturday), fulfilling the minimum requirement of teaching hours for the programme(s) .

All affiliated Institutes / Colleges approved to conduct programmes only in one shift and for approved programmes in 1<sup>st</sup> shift as well as 2<sup>nd</sup> shift, are hereby directed to submit to the University a copy of time table of the institute for the conduct of classes, for the programmes sanctioned (hard copy as well as through e-mail, well in advance to the Affiliation Branch, GGSIPU before the start of semester / annual for the Academic Session 2014-15).

A copy of time table submitted to the University also must be uploaded by the Institutes / Colleges on their respective website. Any subsequent changes if so made in the notified time table are to be immediately informed to the University and also the same to be uploaded on the Institute / College website.

  
(Sanjay Kr Jha)  
Registrar