



# RAJARAMBAPU INSTITUTE OF TECHNOLOGY

An Autonomous Institute, Affiliated to Shivaji University, Kolhapur

Approved by AICTE New Delhi, D.T.E., Govt. of Maharashtra

NAAC Accredited 'A+' Grade NBA Accredited

K. E. Society's



Ref: RIT/Academics/2526/2022-23

Date: 12 MAY 2023

## NOTICE

All regular faculty of Degree and MBA are hereby informed that they can avail the vacation from 15<sup>th</sup> May 2023 to 3<sup>rd</sup> June 2023 (20 Days). All should plan vacation in accordance to the workload and smooth functioning of their respective departments. All faculty members should avail the vacation in continues manner i.e. in a single slot. HODs should submit vacation plan to the I/C Director through Dean Academics for approval. Eligible faculty should apply for vacation and get it sanctioned from HODs through online portal on prior basis. HODs should sanction vacation through online portal after approval from I/C Director. The ongoing work of NBA should be continued during the vacation period without any interruption. All the academic activities will be continued as per the schedule.

- During Vacation Period, faculty can adjust maximum three lectures. Adjustment of more than two lectures are not allowed.
- All the exam related activities must be done on priority basis.



I/C Director