



**OFFICE OF THE REGISTRAR
KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY
(KIIT) DEEMED TO BE UNIVERSITY, BHUBANESWAR**

No. KIIT-DU/98/24

Date: 30th January 2024

Inter Office Communication

As discussed and decided in the meeting held on 29/01/2024, we shall adhere to a 6-day working week from Monday to Saturday until 30th April, 2024. The time table for the Saturdays may be followed as scheduled below:

Sl. No	Date	Time Table to be followed
1	3 rd February, 2024	Monday – Time Table
2	10 th February, 2024	Tuesday – Time Table
3	17 th February, 2024	Wednesday – Time Table
4	24 th February, 2024	Thursday – Time Table
5	2 nd March , 2024	Friday – Time Table
6	9 th March, 2024	Monday – Time Table
7	16 th March , 2024	Tuesday – Time Table
8	23 March , 2024	Wednesday – Time Table
9	30 th March, 2024	Thursday – Time Table
10	6 th April, 2024	Friday – Time Table
11	13 th April, 2024	Monday – Time Table
12	20 th April, 2024	Tuesday – Time Table
13	27 th April, 2024	Wednesday – Time Table

Additionally, in order to complete the syllabus, we will extend our class hours by one hour every day. All Heads of the schools are requested to schedule the classes accordingly, revise the existing timetable and notify it.

Tutor Mentors are advised to inform their mentees about the changes in class schedules and timings.

Registrar

Copy to

- Notice Board (Schools/Hostels)
- Head of the Schools
- AO to the Vice Chancellor for kind information of Hon'ble Vice Chancellor
- PS to Founder for kind information of Hon'ble Founder, KIIT & KISS