



VELS



INSTITUTE OF SCIENCE, TECHNOLOGY & ADVANCED STUDIES (VISTAS)
(Deemed to be University Estd. u/s 3 of the UGC Act, 1956)
PALLAVARAM | PERIYAPALAYAM | THALAMBUR

Online Learning (OL) Programme Academic Planner : 2025-2026 (Proposed)



Vels Institute of Science, Technology & Advanced Studies (VISTAS)

Velan Nagar, P.V. Vaithiyalingam Road, Pallavaram, Chennai - 600 017.

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**Vels Institute of Science, Technology &
Advanced Studies (VISTAS)**

Centre for Online Learning (COL)

OL Academic Planner (2025-2026)

For the Batch of AY-2025-2026 OL Students

Authorities of VISTAS

Dr. Ishari K.Ganesh
Chancellor

Dr. Preethaa Ganesh
Vice President- Vels Group of Institutions

Dr. A. Jothi Murugan
Pro-Chancellor (P&D)

Dr. Arthi K.Ganesh
Pro-Chancellor (Academics)

Dr. S. Sriman Narayanan
Vice-Chancellor

Dr. M. Bhaskaran
Pro-Vice Chancellor

Dr. P. Saravanan
Registrar

Dr. A. Udhayakumar
Controller of Examinations

Mr. B. Kalyan Kumar
Director (Finance)

Dean/Director/Officers of VISTAS

Dr. Jayasree Krishnan

Director, School of Management Studies

Dr. P. Mahalingam

Dean, School of Languages

Dr. A. Subramanian

Dean, Students Affairs

Dr. M. Chandrasekaran

Director, Admissions

Dr. P.B. Chandra Mohan

Director, School of Arts and Humanities

Dr. S. Arun

Dean, Internal Quality Assurance Cell (IQAC)

Dr.P.Thiyagarajan

Director, Centre for Distance and Online Education (CDOE)

Dr. S. Prasanna

Director, Centre for Online Learning (COL)

Dr. C. Shalini

Director, Centre for Internal Quality Assurance (CIQA)

Ms.S.G.Chitra

Deputy Registrar, Administration Division (AD)

Mr. Kumar

Section Officer, Printing and Distribution Division (MPDD)

Contact Details

Divisions	Whom to contact
General Enquiry about OL Programmes	Email ID: helpdesk@vistas.ac.in Tel No: 044-22662500
Students Support Services	Email ID: dean. studentaffairs@ vistas.ac.in Mobile No: 9962506241
Admissions related matters	Email ID: admission. Team@ vistas.ac.in Mobile No: 9962562222 and 9566166777
Examinations & Certificate related matters	Email ID: coe@ vistas.ac.in Mobile No: 9962506246
Material Production and Distribution related matters	Email ID: vels@vistas.ac.in Mobile No: 9360026086
Grievance Cell	Email ID: vistas.ac.in/student-grievance/ Mobile No: 9840641410
Director Centre for Online Learning (COL)	Email ID: director.ol@vistas.ac.in Mobile: 9962521057
VISTAS Website	www.vistas.ac.in
CDOE Website	www.vistascdoe.in

Fee Structure for OL Programmes

Programme	Duration	Per Semester	Per Year
Master of Business Administration(MBA)	2 Year	Rs.26,000/-	Rs.52,000/-
Bachelor of Business Administration(BBA)	3 Year/4 Year	Rs.12,000/-	Rs.24,000/-

Exam Fees Details for OL Programmes

S.No.	Fee Particulars	UG	PG
1	Each Written Paper	Rs.500/-	Rs.750/-
2	Cost of Application	Rs.100/-	Rs.100/-
3	Mark Statement	Rs.100/-	Rs.100/-
4	Provisional Certificate	Rs.500/-	Rs.500/-
5	Consolidated Mark Statement	Rs.500/-	Rs.500/-
6	Convocation Certificate	Rs.2000/-	Rs.2000/-

Abbreviations

OL	Online Learning
BBA	Bachelor of Business Administration
B.Com	Bachelor of Commerce
MCA	Master of Computer Applications
MBA	Master of Business Administration
AY	Academic Year
CY	Calendar Year
UG	Under-Graduation
PG	Post-Graduation
ESE	End Semester Examinations
ELM	Electronic Learning Materials
DEB	Distance Education Bureau
UGC	University Grants Commission
CDOE	Centre for Distance and Online Education
CIQA	Centre for Internal Quality Assurance
VISTAS	Vels Institute of Science, Technology and Advanced Studies
ABC ID	Academic Bank of Credits Identification
DEB ID	Distance Education Bureau Identification
SIP	Students Induction Programme

(1). July-2025		
Date	Day	Particulars / Events
01	Tuesday	
02	Wednesday	
03	Thursday	
04	Friday	
05	Saturday	
06	Sunday	Muharram
07	Monday	
08	Tuesday	
09	Wednesday	Issue Advertisement for AY-2025-26 OL Admission for BBA and MBA
10	Thursday	AY-2025-26 OL Online Admission Process
11	Friday	
12	Saturday	
13	Sunday	
14	Monday	
15	Tuesday	
16	Wednesday	
17	Thursday	
18	Friday	
19	Saturday	
20	Sunday	
21	Monday	
22	Tuesday	
23	Wednesday	
24	Thursday	
25	Friday	
26	Saturday	
27	Sunday	
28	Monday	
29	Tuesday	
30	Wednesday	
31	Thursday	

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(2).August-2025		
Date	Day	Particulars / Events
01	Friday	
02	Saturday	
03	Sunday	
04	Monday	
05	Tuesday	
06	Wednesday	

07	Thursday	
08	Friday	
09	Saturday	
10	Sunday	
11	Monday	
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	Independence Day
16	Saturday	Krishna Jayanthi
17	Sunday	
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	Vinayagar Chaturthi
28	Thursday	
29	Friday	Last for Finalization of AY-2025-26 OL students admission
30	Saturday	
31	Sunday	

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(3). September-2025		
Date	Day	Particulars / Events
01	Monday	
02	Tuesday	
03	Wednesday	
04	Thursday	
05	Friday	Milad un-Nabi
06	Saturday	
07	Sunday	
08	Monday	
09	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	Issue of ID Cards to AY-2025-26 OL Students
13	Saturday	
14	Sunday	

15	Monday	
16	Tuesday	
17	Wednesday	
18	Thursday	
19	Friday	Submission of AY-2025-26 OL students data to UGC-DEB
20	Saturday	
21	Sunday	
22	Monday	
23	Tuesday	Announcement of Week wise activities AY-2025-26 OL Students
24	Wednesday	
25	Thursday	Student Induction Programme to AY-2025-26 OL Students
26	Friday	
27	Saturday	
28	Sunday	Saraswathi Pooja
29	Monday	Ayutha Pooja
30	Tuesday	Commencement of Week-1 activities

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(4). October-2025		
Date	Day	Particulars / Events
01	Wednesday	
02	Thursday	Gandhi Jayanthi
03	Friday	Faculty Training Programme
04	Saturday	
05	Sunday	
06	Monday	Commencement of Week-2 activities
07	Tuesday	Vels Family Day
08	Wednesday	
09	Thursday	
10	Friday	
11	Saturday	
12	Sunday	
13	Monday	Commencement of Week-3 activities
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	Deepavali
19	Sunday	
20	Monday	Commencement of Week-4 activities
21	Tuesday	
22	Wednesday	
23	Thursday	

24	Friday	
25	Saturday	
26	Sunday	
27	Monday	Commencement of Week-5 activities
28	Tuesday	
29	Wednesday	
30	Thursday	
31	Friday	

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(5). November-2025		
Date	Day	Particulars / Events
01	Saturday	
02	Sunday	
03	Monday	Commencement of Week-6 activities
04	Tuesday	
05	Wednesday	Guru Nanak Jayanti
06	Thursday	
07	Friday	
08	Saturday	
09	Sunday	
10	Monday	Commencement of Week-7 activities
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	
16	Sunday	
17	Monday	Commencement of Week-8 activities
18	Tuesday	Dispatch of End Semester Exam for BBA and MBA OL AY-2025-26 First Semester
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	
23	Sunday	
24	Monday	Commencement of Week-9 activities
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	
29	Saturday	
30	Sunday	

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(6). December-2025		
Date	Day	Particulars / Events
01	Monday	Commencement of Week-10 activities
02	Tuesday	
03	Wednesday	
04	Thursday	
05	Friday	
06	Saturday	
07	Sunday	
08	Monday	Commencement of Week-11 activities
09	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	
13	Saturday	Last date for submission of Assignments BBA and MBA OL AY-2025-26 First Semester
14	Sunday	
15	Monday	Commencement of Week-12 activities
16	Tuesday	
17	Wednesday	Last date for Submission of ESE Form with Fee for AY- 2025-26 OL students for First Semester
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	Christmas
26	Friday	
27	Saturday	
28	Sunday	
29	Monday	
30	Tuesday	Issue of Hall Tickets for AY-2025-26 OL students of First Semester for ESE
31	Wednesday	

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(7). January-2026		
Date	Day	Particulars / Events
01	Thursday	New Year's Day
02	Friday	Issue Advertisement for CY-2026 OL Admission for BBA and MBA
03	Saturday	CY-2026 Online Admission Process

04	Sunday	
05	Monday	
06	Tuesday	
07	Wednesday	
08	Thursday	
09	Friday	
10	Saturday	First Semester ESE to BBA and MBA AY-2025-26 OL students
11	Sunday	First Semester ESE to BBA and MBA AY-2025-26 OL students
12	Monday	
13	Tuesday	
14	Wednesday	Pongal
15	Thursday	Thiruvalluvar Day
16	Friday	Uzhavar Thirunal
17	Saturday	First Semester ESE to BBA and MBA AY-2025-26 OL students
18	Sunday	First Semester ESE to BBA and MBA AY-2025-26 OL students
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	First Semester ESE to BBA and MBA AY-2025-26 OL students
25	Sunday	First Semester ESE to BBA and MBA AY-2025-26 OL students
26	Monday	Republic Day
27	Tuesday	
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	First Semester ESE to BBA and MBA AY-2025-26 OL students

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(8). Febuary-2026		
Date	Day	Particulars / Events
01	Sunday	
02	Monday	
03	Tuesday	
04	Wednesday	
05	Thursday	

06	Friday	
07	Saturday	
08	Sunday	
09	Monday	
10	Tuesday	Last date for CY-2026 OL Admission for BBA and MBA
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	
15	Sunday	Last date for submission of Re-registration Form with Fee for AY-2025-26 BBA and MBA OL first semester students
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	CY-2026 OL Admission data submission for BBA and MBA to UGC-DEB
25	Wednesday	Announcement of Week wise activities
26	Thursday	
27	Friday	Issue of ID Cards to the CY-2026 first Semester OL students of BBA and MBA
28	Saturday	

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(9). March-2026		
Date	Day	Particulars / Events
01	Sunday	
02	Monday	
03	Tuesday	
04	Wednesday	Students Induction Programme for the CY-2024 OL students of BBA and MBA
05	Thursday	
06	Friday	
07	Saturday	Declaration of AY-2025-26 First Semester results to OL students of BBA and MBA
08	Sunday	
09	Monday	Commencement of Week-1 Activities
10	Tuesday	
11	Wednesday	

12	Thursday	Last date for submission of Revaluation for OL Exam AY-2025-26 First Semester students
13	Friday	
14	Saturday	
15	Sunday	
16	Monday	Commencement of Week-2 Activities
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	Ramzan Id
22	Sunday	
23	Monday	Commencement of Week-3 Activities
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	Commencement of Week-4 Activities
31	Tuesday	Shree Rama Navami

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(10). April-2026		
Date	Day	Particulars / Events
01	Wednesday	
02	Thursday	
03	Friday	Good Friday
04	Saturday	
05	Sunday	
06	Monday	Commencement of Week-5 Activities
07	Tuesday	
08	Wednesday	
09	Thursday	
10	Friday	Mahaveer Jayanthi
11	Saturday	
12	Sunday	
13	Monday	Commencement of Week-6 Activities
14	Tuesday	Tamil New Year
15	Wednesday	Dispatch of Assignments questions for AY-2025-26 BBA and MBA Second Semester and CY-2026 BBA and MBA First Semester
16	Thursday	
17	Friday	

18	Saturday	
19	Sunday	
20	Monday	Commencement of Week-7 Activities
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	Commencement of Week-8 Activities
28	Tuesday	
29	Wednesday	
30	Thursday	

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(11). May-2026		
Date	Day	Particulars / Events
01	Friday	May Day
02	Saturday	
03	Sunday	
04	Monday	Commencement of Week-9 Activities
05	Tuesday	
06	Wednesday	
07	Thursday	
08	Friday	
09	Saturday	
10	Sunday	
11	Monday	Commencement of Week-10 Activities
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	
16	Saturday	
17	Sunday	
18	Monday	Commencement of Week-11 Activities
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	Commencement of Week-12 Activities
26	Tuesday	

27	Wednesday	
28	Thursday	Bakrid
29	Friday	
30	Saturday	
31	Sunday	

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(12). June-2026		
Date	Day	Particulars / Events
01	Monday	
02	Tuesday	
03	Wednesday	
04	Thursday	
05	Friday	
06	Saturday	
07	Sunday	
08	Monday	
09	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	
13	Saturday	
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	
18	Thursday	
19	Friday	Last date for submission of Assignments for AY-2025-26 BBA and MBA Second Semester and CY-2026 BBA and MBA First Semester
20	Saturday	
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	Muharram
27	Saturday	
28	Sunday	
29	Monday	Last date for Submission of ESE Form with Fee for AY-2025-26 BBA and MBA Second Semester and CY-2026 BBA and MBA First Semester
30	Tuesday	