

Approved by

Dean of ITF

G.E. Samashova

"___" _____ 2024

Confirmed by

Vice-Rector for Educational Work

A.K. Kalykov

"___" _____ 2024

Calendar Plan of Educational Work of ITF for the 2024-2025 Academic Year

№	Events	Date	Responsible Persons
1 Organizational Work			
1.1	Appointment of academic group curators	August 2024	Dean, Deputy Dean for Educational Work
1.2	Continuous updating and supplementation of the University Information System (UIS) with student portfolio data	Throughout the academic year	Deputy Dean for Educational Work, academic group curators
1.3	Introduction to the Charter of KarTU, internal regulations, academic schedule, etc.	September 2024	Dean, Deputy Dean for Educational Work, curators
1.4	Approval of the calendar plans for ITF curatorial hours	September 2024	Deputy Dean for Educational Work
1.5	Working with students from social categories	Constantly	Deputy Dean for Educational Work, curators
1.6	Documentation of educational work. Formation of curator portfolio	September 2024	Deputy Dean for Educational Work, curators
1.7	Organizing events in student dormitories on the topic: "Rules for Living in the Dormitory"	According to schedule	Deputy Dean for Educational Work, curators
1.8	Ongoing infection prevention efforts, monitoring compliance with sanitary-epidemiological regime	Throughout the year	Dean, Deputy Dean for Educational Work, department heads, curators
1.9	Monitoring the quality of curatorial hours conducted by academic group curators	Throughout the academic year	Dean of ITF, Deputy Dean for Educational Work, department heads, academic group curators
2 Educational Work			
2.1	Selective control of curatorial sessions, addressing current academic performance and attendance issues	Throughout the academic year	Deputy Deans of ITF for Educational and Academic Work, senior curators of the ITB, IVS, and KhKhT departments
2.2	Monitoring and sending academic performance and attendance reports via electronic messengers to parents of students, as well as maintaining feedback with parents	Throughout the academic year	Academic group curators
2.3	Explanation of the University's Charter and Internal Regulations, strategic orders, and rector's addresses	Throughout the academic year	Academic group curators
3 Cultural and Sports Activities			
3.1	Organization of the graduation ceremony	July 2024	Dean of ITF, Deputy Dean for

№	Events	Date	Responsible Persons
	for ITF graduates of KarTU		Educational Work of ITF, curators of 4th-year academic groups
3.2	Organizing and encouraging ITF students to attend plays, exhibitions, and sports events	Throughout the year	Dean of ITF, Deputy Dean for Educational Work, department heads, academic group curators
3.3	Organizing participation in competitions and tournaments (international, national, regional, city, and university-level)	Throughout the year	Dean of ITF, Deputy Dean for Educational Work, department heads, academic group curators
3.4	Organizing participation in sports tournaments	Throughout the year	Deputy Dean for Educational Work, ITF active members
4 Labor Education			
4.1	Organizing participation in environmental action to clean the territory	September, October 2024	ICS, IT&S, Ch&ChT departments

Deputy Dean of ITF for Educational Work

D.E. Sagatbekova