



Document No.:		Revision:	
Subject/Title:	IDM ALMANC 2021/22	Effective Date:	

**INSTITUTE OF DEVELOPMENT MANAGEMENT**

**2021/22**  
**BLS CAMPUS**  
**ACADEMIC ALMANAC (1<sup>st</sup> Year Fulltime)**

Author:	Assistant Director Quality Assurance	Approver:	Regional Director
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### JULY TO DECEMBER SEMESTER OF 2021/22 ACADEMIC YEAR

ACTIVITY	DATES	PERSON(S) RESPONSIBLE
Beginning of academic year 2020/21 Registration	04 <sup>th</sup> – 08 <sup>th</sup> October 2021	Admissions & Academic staff
Student Orientation week.	04 <sup>th</sup> – 08 <sup>th</sup> October 2021	Admissions & Academic staff
Teaching begins	11 <sup>th</sup> October 2021	Academic staff
Submission of examination papers.	02 <sup>th</sup> – 06 <sup>th</sup> August 2021	Assessor/Course Directors/ Lecturers
Internal Moderation of Examination papers.	09 <sup>th</sup> - 13 <sup>th</sup> August 2021	Assessment Office
External Moderation of Examination papers	20 <sup>th</sup> – 24 <sup>th</sup> September 2021	Assessment Office
Packaging of examinations.	25 <sup>st</sup> – 29 <sup>th</sup> October 2021	Assessment officers/ Assessors
Teaching resumes from Christmas holidays	05 January 2022	Academic staff and students
Teaching ends	14 <sup>th</sup> January 2022	Academic staff and students
CA Publication Study Week	17 <sup>th</sup> – 21 <sup>st</sup> January 2022	Assessors & Academic Staff Students
Examinations Period	24 <sup>st</sup> – 28 <sup>th</sup> January 2022	Assessment Officers/ Academic Staff
Marking examinations	25 <sup>th</sup> January – 01 <sup>st</sup> February 2022	Academic staff
Moderation & Results Compilation	02 <sup>nd</sup> – 04 <sup>th</sup> February 2022	Assessment Officers, Examiners & IT
Examination board meeting.	10 <sup>th</sup> February 2022	Assistant Director/ Head Academics/ Registrar & Assessment Officers
Publication of results.	11 <sup>th</sup> February 2022	Assistant Director/ Head Academics/ Registrar &

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		Assessment Officers
Submission of DTEF results	14 February 2022	Registrar
End of Academic Semester	04 <sup>th</sup> February 2022	Academic Staff & Students
Supplementary examinations	21 <sup>st</sup> - 25 <sup>th</sup> February 2022	Assessment Officer & Academic Staff
Publication of supplementary examination results	02 <sup>nd</sup> March 2022	Assessment Officers
<b>JANUARY TO JUNE SEMESTER FOR ACADEMIC YEAR 2021/22</b>		
Registration for Semester 2	11 <sup>th</sup> – 13 <sup>th</sup> February 2022	Academic Staff/Students
Teaching resumes	14 <sup>st</sup> February 2022	Academic staff
Submission of DTEF Register	15 <sup>th</sup> February 2022	Registrar
Submission of examination papers.	14 <sup>th</sup> - 18 <sup>th</sup> March 2022	Assessor/ Academic Staff
Internal Moderation of examination papers	21 <sup>st</sup> – 25 <sup>th</sup> March 2022	Assessment Officers
External Moderation of Exam papers	28 <sup>th</sup> March – 01 <sup>st</sup> April 2022	Assessment Officers
Packaging of examinations.	04 <sup>th</sup> – 08 <sup>th</sup> April 2022	Assessors & academic staff
Teaching Ends	06 <sup>th</sup> May 2022	
CA Publication Study Week	09 <sup>th</sup> – 13 <sup>th</sup> May 2022	Assessors & Academic Staff Students
Examinations	16 <sup>th</sup> – 22 <sup>nd</sup> May 2022	Assessment officers/ Academic staff
Marking examinations.	17 <sup>th</sup> – 27 <sup>th</sup> May 2022	Academic Staff
Moderation of examinations Scripts & Compilation of marks	30 <sup>th</sup> May – 03 <sup>rd</sup> June 2022	Assessment Officers/Academic staff/IT

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		Officers
Examination board meeting.	14 <sup>th</sup> - June 2022	Country Directors/Registrars AD Academic/ Assessment Officers
Publication of results.	15 <sup>th</sup> June 2022	Assessment Officers
Supplementary examinations	04 <sup>th</sup> - 08 <sup>th</sup> July 2022	Academic staff/Assessment officers
Publication of results for supplementary examination	13 <sup>th</sup> July 2022	Assessment Officers

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