



**KABARAK UNIVERSITY**  
**OFFICE OF THE REGISTRAR (ACADEMIC & RESEARCH)**

**ACADEMIC CALENDAR FOR 2020:  
REGULAR PROGRAMS**

**JANUARY SEMESTER (15 WEEKS): REGULAR PROGRAMS**

<b>Dates</b>	<b>Activities</b>
2 <sup>nd</sup> January	Members of staff resume duties after Christmas and New Year Break
2 <sup>nd</sup> – 17 <sup>th</sup> January	ERP System open for continuing students to register online
7 <sup>th</sup> January	Registration of new students
8 <sup>th</sup> January	Reporting date for continuing students
9 <sup>th</sup> January	Lectures begin for continuing and new students
20 <sup>th</sup> – 22 <sup>nd</sup> January	Orientation of new students
24 <sup>th</sup> January	Last day for internal examiners to enter September Semester 2019 grades into the ERP system and submit signed mark sheets and marked scripts to Heads of Departments
27 <sup>th</sup> – 31 <sup>st</sup> January	School Academic Boards conduct post-examination moderation of September Semester 2019 examinations
6 <sup>th</sup> February	Senate meeting to approve September Semester 2019 Examination results
10 <sup>th</sup> – 14 <sup>th</sup> February	1 <sup>st</sup> CAT
7 <sup>th</sup> February	Deans submit the 1 <sup>st</sup> class attendance analysis to the Registrar (A & R)

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**Kabarak University Moral Code**

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**KABARAK UNIVERSITY IS ISO 9001:2015 CERTIFIED**

10 <sup>th</sup> – 14 <sup>th</sup> February	Deans send out notices to students placed on Academic Progression track
24 <sup>th</sup> – 28 <sup>th</sup> February	Pre-Examination Moderation of January Semester 2020 examinations
24 <sup>th</sup> – 28 <sup>th</sup> February	Deans submit teaching allocations for May Semester 2020 to Registrar (Academic and Research)
2 <sup>nd</sup> – 6 <sup>th</sup> March	Deans submit examination drafts for January Semester 2020 to the Examination and Timetabling office.
5 <sup>th</sup> – 13 <sup>th</sup> March	Proof-reading and printing of examination papers
9 <sup>th</sup> – 13 <sup>th</sup> March	2 <sup>nd</sup> CAT
13 <sup>th</sup> March	Deans submit the 2 <sup>nd</sup> class attendance analysis to the Registrar (A & R)
3 <sup>rd</sup> April	Deans publish the list of students who have not met the minimum 80% class attendance and submit a copy to the Registrar (A&R)
3 <sup>rd</sup> April	End of lectures
6 <sup>th</sup> – 17 <sup>th</sup> April	Semester examinations
20 <sup>th</sup> April –1 <sup>st</sup> May	Community Service Break

## PART-TIME PROGRAMS APRIL 2020 SESSION

8 <sup>th</sup> April 2020	Opening date for continuing students
9 <sup>th</sup> - 11 <sup>th</sup> April 2020	Academic Consultation
14 <sup>th</sup> - 18 <sup>th</sup> April 2020	Examinations for continuing students
15 <sup>th</sup> April 2020	Opening date for new students
20 <sup>th</sup> – 30 <sup>th</sup> April 2020	Lectures for all students
30 <sup>th</sup> April 2020	End of Lectures

## MAY SEMESTER (15 WEEKS): REGULAR PROGRAMS

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<b>Dates</b>	<b>Activities</b>
30 <sup>th</sup> April – 15 <sup>th</sup> May	ERP System open for continuing students to register online
5 <sup>th</sup> – 6 <sup>th</sup> May	Registration of new students
7 <sup>th</sup> May	Reporting date for continuing students
11 <sup>th</sup> May	Lectures begin for continuing and new students
15 <sup>th</sup> May	Last day for internal examiners to enter January Semester 2020 grades into the ERP system and submit signed mark sheets and marked scripts to Heads of Departments
18 <sup>th</sup> – 22 <sup>nd</sup> May examinations	Post-examination moderation of January Semester 2020
4 <sup>th</sup> June	Senate meeting to approve January Semester 2020 Examination results
8 <sup>th</sup> – 12 <sup>th</sup> June	Deans submit the 1 <sup>st</sup> class attendance analysis to the Registrar (A & R)
8 <sup>th</sup> – 12 <sup>th</sup> June	Deans send out notices to students placed on Academic Progression track
8 <sup>th</sup> – 12 <sup>th</sup> June	1 <sup>st</sup> CAT
15 <sup>th</sup> – 19 <sup>th</sup> June	Pre-examination moderation of May Semester 2020 examination papers
22 <sup>nd</sup> – 26 <sup>th</sup> June	Deans submit examination drafts for May Semester 2020
22 <sup>nd</sup> – 26 <sup>th</sup> June	Deans submit teaching allocations for September Semester 2020
29 <sup>th</sup> June – 3 <sup>rd</sup> July	Deans submit the 2 <sup>nd</sup> class attendance analysis to the Registrar (A & R)
29 <sup>th</sup> June – 3 <sup>rd</sup> July	2 <sup>nd</sup> CAT
6 <sup>th</sup> -10 <sup>th</sup> July	Proof-reading and printing of examination papers
3 <sup>rd</sup> – 7 <sup>th</sup> August	Deans publish the list of students who have not met the minimum 80% class attendance and submit a copy to the Registrar (A&R)
7 <sup>th</sup> August	End of lectures

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10 <sup>th</sup> – 21 August	Semester examinations
24 <sup>th</sup> August –28 <sup>th</sup> August	Community Service Break

## **PART-TIME PROGRAMS AUGUST 2020 SESSION**

6th August 2020	Opening date for continuing students
7th - 10th August 2020	Academic Consultation
11th - 14th August 2020	Examinations for continuing students
12th August 2020	Opening date for new students
17th - 29th August 2020	Lectures for all students
29th August 2020	End of Lectures

## **SEPTEMBER SEMESTER (15 WEEKS): REGULAR PROGRAMS**

28 <sup>th</sup> August – 18 <sup>th</sup> September	ERP System open for continuing students to register online
8 <sup>th</sup> - 9 <sup>th</sup> September	Registration of new students
10 <sup>th</sup> September	Reporting date for continuing students
11 <sup>th</sup> September	Lectures begin for continuing students
14 <sup>th</sup> September	Lectures begin for new students
14 <sup>th</sup> – 18 <sup>th</sup> September	10 <sup>th</sup> Annual International Research conference: Envirnomnet , Basic sciences and Law.
18 <sup>th</sup> September	Last day for internal examiners to enter May – August 2020 Semester grades into the ERP system and submit signed mark sheets and marked scripts to Heads of Departments.
21 <sup>st</sup> - 23 <sup>rd</sup> September	Orientation of new students
21 <sup>st</sup> – 25 <sup>th</sup> September	Moderation of May-August 2020 Semester examination results by external examiners

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1 <sup>st</sup> October	Senate meeting to approve May Semester 2020 examination results
2 <sup>nd</sup> October	Last day for graduation candidates to submit credit transfer applications, projects and attachment reports
5 <sup>th</sup> – 9 <sup>th</sup> October	10 <sup>th</sup> Annual International research conference: Computing, Education, Health, Business and Music
12 <sup>th</sup> – 16 <sup>th</sup> October	Deans of Schools submit 1 <sup>st</sup> class attendance analysis to the Registrar (A & R)
12 <sup>th</sup> – 16 <sup>th</sup> October	1 <sup>st</sup> CAT
12 <sup>th</sup> – 16 <sup>th</sup> October	Pre-Examination Moderation of September Semester 2020 examinations
19 <sup>th</sup> – 23 <sup>rd</sup> October	Deans send out notices to students placed on Academic Progression track
19 <sup>th</sup> – 23 <sup>rd</sup> October	Deans submit examination drafts to Examinations office
26 <sup>th</sup> – 30 <sup>th</sup> October	Deans submit teaching allocations for January Semester 2021
26 <sup>th</sup> – 30 <sup>th</sup> October	Supplementary/special examinations for graduating class
26 <sup>th</sup> – 30 <sup>th</sup> October	Examinations office types examination papers
12 <sup>th</sup> November	Senate meeting to approve graduation candidates
2 <sup>nd</sup> – 6 <sup>th</sup> November	Proofreading and printing of examination papers
2 <sup>nd</sup> – 6 <sup>th</sup> November	2 <sup>nd</sup> CAT
9 <sup>th</sup> -13 <sup>th</sup> November	Deans of Schools submit 2 <sup>nd</sup> class attendance analysis to the Registrar (A & R)
19 <sup>th</sup> November	Senate meeting to approve graduation candidates
27 <sup>th</sup> November	Deans publish the list of students who have not met the minimum 75% class attendance and submit a copy to the Registrar (A&R)
30 November	End of lectures
1 <sup>st</sup> – 15 <sup>th</sup> December	Semester examinations

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17 <sup>th</sup> December	Graduation Rehearsal
<b>18<sup>th</sup> December</b>	<b>15<sup>th</sup> Graduation Ceremony</b>
<b>5<sup>th</sup> - 6<sup>th</sup> January, 2021:</b>	<b>Reporting and registration date for new students</b>
<b>6<sup>th</sup> January, 2021:</b>	<b>Reporting date for continuing students</b>

## **PART-TIME PROGRAMS DECEMBER 2020 SESSION**

26th November 2020	Opening date for continuing students
27th - 30th November 2020	Academic Consultation
1st – 4th December 2020	Examinations for continuing students
2nd December 2020	Opening date for new students
7th – 19th December 2020	Lectures for all students
19th December 2020	End of Lectures

### **REGISTRAR (ACADEMIC AND RESEARCH)**

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