

# KUMASI TECHNICAL UNIVERSITY

## ACADEMIC CALENDAR FOR 2023/2024 ACADEMIC YEAR

### FIRST SEMESTER 2023/2024 ACADEMIC YEAR FOR ALL STUDENTS (16 WEEKS)

1	Publication of centralized Timetable by P&QAD	16 <sup>th</sup> Dec. 2023
2	Fresh/ Continuing Students Report on Campus	5 <sup>th</sup> Jan. 2024
3	Online Training on V-Class for all Lecturers	9 <sup>th</sup> Jan 2024
4	Medical Exams for Fresh Students Begin	9 <sup>th</sup> Jan. 2024
5	Online Course & V-Class Registration for Continuing Students	5 <sup>th</sup> – 22 <sup>nd</sup> Jan. 2024
6	Online Course & V-Class Registration for Fresh Students	5 <sup>th</sup> Jan – 15 <sup>th</sup> Feb. 2024
7	Orientation for Fresh Students (Faculty level)	22 <sup>nd</sup> – 27 <sup>th</sup> Jan. 2024
8	Continuing Students start lectures	10 <sup>th</sup> Jan. 2024
9	Fresh Students start lectures	29 <sup>th</sup> Jan. 2024
10	Late Registration with a Fine for Continuing Students	23 <sup>rd</sup> Jan – 26 <sup>th</sup> Feb 2024
11	Submission of First Semester Exams Questions and Marking Schemes to HODs for CTVET Programmes	5 <sup>th</sup> Feb. 2024
12	Submission of First Semester Exams Questions and Marking Schemes to Deans for CTVET Programmes	7 <sup>th</sup> Feb. 2024
13	Submission of First Semester Exams Questions and Marking Schemes to Academic Affairs Office for CTVET Programmes	9 <sup>th</sup> Feb. 2024
14	Submission of First Semester Exams Questions with Marking Schemes to CTVET for Moderation	12 <sup>th</sup> Feb. 2024
15	Closing Date for the sale of Admission form	9 <sup>th</sup> Feb. 2024
16	Matriculation Rehearsals	15 <sup>th</sup> Feb. 2024
17	Matriculation	16 <sup>th</sup> Feb. 2024
18	Temporary Cessation of Studentship of Non-Registered Students	29 <sup>th</sup> Feb. 2024
19	Submission of First Semester Exams Questions with Marking Schemes to HODs for Moderation for Internal Programmes	4 <sup>th</sup> Mar. 2024
20	Mid-Semester Exams for All Students	9 <sup>th</sup> Mar. – 17 <sup>th</sup> Mar. 2024
21	Career Service Activity for Students/ Extra Curricula Activities	18 <sup>th</sup> Mar. – 24 <sup>th</sup> Mar. 2024
22	Marking and uploading of continuous assessment scores	18 <sup>th</sup> Mar. – 5 <sup>th</sup> Apr. 2024
23	Submission of Continuous Assessment Scores to Heads of Department	8 <sup>th</sup> April 2024
24	Students' Assessment of Lecturers	8 <sup>th</sup> Apr. – 12 <sup>th</sup> Apr. 2024
25	First Semester Examinations for All Students	13 <sup>th</sup> Apr.– 28 <sup>th</sup> Apr. 2024
26	Students Depart for Vacation	28 <sup>th</sup> Apr. 2024
27	Submission of Second Semester Departmental Timetable to P&QAD	29 <sup>th</sup> Apr. 2024
28	Marking of Scripts and uploading of First Semester Results	29 <sup>th</sup> Apr. – 26 <sup>th</sup> May 2024
29	Audit of Marked Exams Scripts of 1st Semester Exams Results by P&QAD (To be done at the various Faculties)	27 <sup>th</sup> May – 3 <sup>rd</sup> Jun. 2024
30	Departmental Board Meeting on 1st Semester Exams Results	5 <sup>th</sup> Jun. 2024
31	Faculty Examinations Board Meeting on 1st Semester Exams Results	11 <sup>th</sup> Jun. 2024
32	Publication of Provisional Results Pending Academic Board Approval	12 <sup>th</sup> Jun. 2024
33	Submission of 1st Semester Exams Results to Examinations Audit Committee	13 <sup>th</sup> Jun. 2024
34	Examinations Audit Committee Meeting	14 <sup>th</sup> Jun. -20 <sup>th</sup> June 2024
35	Special Academic Board Meeting on 1st Semester Exams Results	21 <sup>st</sup> June 2024

## SECOND SEMESTER 2023/2024 ACADEMIC YEAR FOR ALL STUDENTS (16 WEEKS)

1	Publication of Second Semester Centralized Timetable by P&QAD	13 <sup>th</sup> May 2024
2	<b>Students Report on Campus</b>	<b>17<sup>th</sup> May 2024</b>
3	Online Course & V-class Registration for all Students	17 <sup>th</sup> May – 3 <sup>rd</sup> Jun. 2024
4	<b>Lectures start</b>	<b>21<sup>st</sup> May 2024</b>
5	Late Registration with a fine for Students	4 <sup>th</sup> Jun – 25 <sup>th</sup> June 2024
6	Submission of 2nd Semester Exam Questions with Marking Schemes to HODs for CTVET Programmes	10 <sup>th</sup> June 2024
7	Submission of 2nd Semester Exam Questions with Marking Schemes to Deans for CTVET Programmes	12 <sup>th</sup> June 2024
8	Submission of 2nd Semester Exam Questions and Marking Schemes to the Academic Affairs Office for CTVET Programmes	14 <sup>th</sup> June 2024
9	Submission of 2nd Semester Examination Questions with Marking Schemes to CTVET for Moderation	17 <sup>th</sup> June 2024
10	<b>Temporary Cessation of Studentship of Non-Registered Students</b>	28 <sup>th</sup> June 2024
11	Submission of 2nd Semester Examination Questions with Marking Schemes to HODs for Moderation for Internal Programmes	2 <sup>nd</sup> Jul. 2024
12	<b>Mid-Semester Examinations</b>	<b>6<sup>th</sup> July – 14<sup>th</sup> July 2024</b>
13	Career Service Activity for Students/ Extra Curricula Activities	15 <sup>th</sup> Jul. – 19 <sup>th</sup> Jul. 2024
14	Marking and Uploading of Continuous Assessment Scores	15 <sup>th</sup> July – 9 <sup>th</sup> Aug. 2024
15	Submission of Continuous Assessment Scores to HODs	12 <sup>th</sup> Aug. 2024
16	Students' Assessment of Lecturers	12 <sup>th</sup> Aug. – 16 <sup>th</sup> Aug. 2024
17	<b>Second Semester Examinations</b>	<b>17<sup>th</sup> Aug. – 1<sup>st</sup> Sep. 2024</b>
18	<b>Students Depart for Vacation / Attachment</b>	<b>1<sup>st</sup> Sep. 2024</b>
	<b>SECOND SEMESTER VACATION ACTIVITIES</b>	
19	<b>Marking of Scripts and upload of results</b>	<b>2<sup>nd</sup> Sep. – 23<sup>rd</sup> Sep. 2024</b>
20	Industrial Attachment	2 <sup>nd</sup> Sep. – 22 <sup>nd</sup> Nov. 2024
21	Audit of Marked Exams Scripts of 2nd Semester Exams Results by P&QAD (To be done at the various faculties simultaneously)	24 <sup>th</sup> Sep. – 1 <sup>st</sup> Oct. 2024
22	Departmental Board Meeting on 2nd Semester Examination Results	3 <sup>rd</sup> Oct. 2024
23	Faculty Examination Board Meeting on 2nd Semester Examination Results	9 <sup>th</sup> Oct. 2024
24	Publication of Provisional Results Pending Academic Board Approval	10 <sup>th</sup> Oct. 2024
25	Submission of 2nd Semester Exams Results to Examinations Audit Committee	10 <sup>th</sup> Oct. 2024
26	Examinations Audit Committee Meeting	11 <sup>th</sup> Oct. – 18 <sup>th</sup> Oct. 2024
27	Registration for 2023/2024 Re-sit Examination	14 <sup>th</sup> Oct. – 24 <sup>th</sup> Oct. 2024
28	Special Academic Board Meeting on 2nd Semester Examination Results	22 <sup>nd</sup> Oct. 2024

29	<b>2023/2024 Re-sit Examination</b>	<b>26<sup>th</sup> Oct – 10<sup>th</sup> Nov. 2024</b>
30	<b>Marking and upload of Re-sit Examination Results</b>	<b>10<sup>th</sup> Nov. – 17<sup>th</sup> Nov. 2024</b>
31	<b>Audit of Marked Exams Scripts of Re-sit Exams Results by P&amp;QAD (To be done at the various faculties simultaneously)</b>	<b>18<sup>th</sup> Nov. – 20<sup>th</sup> Nov. 2024</b>
32	<b>Departmental Board Meeting on 2023/2024 Re-sit Examination Results</b>	<b>21<sup>st</sup> Nov. 2024</b>
33	<b>Faculty Examination Board Meeting on 2023/2024 Re-sit Exams Results</b>	<b>26<sup>th</sup> Nov. 2024</b>
34	<b>Submission of Re-sit Examination Results to Examinations Audit Committee</b>	<b>27<sup>th</sup> Nov. 2024</b>
35	<b>Examinations Audit Committee Meeting</b>	<b>28<sup>th</sup> Nov – 9<sup>th</sup> Dec. 2024</b>
36	<b>Special Academic Board Meeting on 2023/2024 Re-sit Examination Results</b>	<b>10<sup>th</sup> Dec. 2024</b>
37	<b>Break for Lecturers</b>	<b>16<sup>th</sup> Dec - 31<sup>st</sup> Dec. 2024</b>
38	<b>Re-opening of 1st Semester 2024/2025 Academic Year</b>	<b>Jan. 2025</b>

# SUMMARY OF THE PROPOSED 2023/2024 ACADEMIC CALENDAR

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## FIRST SEMESTER (16 WEEKS)

The semester begins on **Friday, 5<sup>th</sup> Jan. 2024** and ends on Sunday, **28<sup>th</sup> April 2024**.

1 week for mid-semester examination including 2 weekends (9<sup>th</sup> Mar. – 17<sup>th</sup> Mar. 2024)

2 weeks for end of first semester examination including 3 weekends (13<sup>th</sup> Apr. – 28<sup>th</sup> Apr. 2024)

4 weeks for marking of scripts and uploading of results (29<sup>th</sup> Apr. – 26<sup>th</sup> May 2024)

1 week for scripts auditing first semester exams (27<sup>th</sup> May – 3<sup>rd</sup> Jun. 2024)

1 week for the Examinations Audit Committee Meeting on First Semester Exams (14<sup>th</sup> Jun. – 20<sup>th</sup> Jun. 2024)

3 weeks vacation.

## SECOND SEMESTER (16 WEEKS)

The semester begins on **Friday, 17<sup>th</sup> May 2024** and ends on **Sunday, 1<sup>st</sup> Sep. 2024**.

1 week for mid-semester examination including 2 weekends (6<sup>th</sup> Jul. – 14<sup>th</sup> Jul. 2024)

2 weeks for end of second semester examination including 3 weekends (17<sup>th</sup> Aug. – 1<sup>st</sup> Sep. 2024)

3 weeks for marking of scripts and uploading of results (2<sup>nd</sup> Sep. – 23<sup>rd</sup> Sep. 2024)

1 week for scripts auditing of second semester exams (24<sup>th</sup> Sep. – 1<sup>st</sup> Oct. 2024)

1 week for the Examinations Audit Committee Meeting on Second Semester Exams (11<sup>th</sup> Oct. – 18<sup>th</sup> Oct. 2024)

2 weeks for Re-sit Examination including 3 weekends (26<sup>th</sup> Oct. – 10<sup>th</sup> Nov. 2024)

1 week for marking of scripts and uploading of Re-sit results (10<sup>th</sup> Nov. – 17<sup>th</sup> Nov. 2024)

3 days for scripts auditing of resit exams (18<sup>th</sup> Nov. – 20<sup>th</sup> Nov. 2024)

1 week for the Examinations Audit Committee Meeting on Resit-Exams (28<sup>th</sup> Nov. – 9<sup>th</sup> Dec. 2024)

### Holidays

7 <sup>th</sup> Jan 2024	-	Constitution Day
6 <sup>th</sup> March 2024	-	Independence Day
29 <sup>th</sup> March – 1 <sup>st</sup> April 2024	-	Easter Holidays (Good Friday to Easter Monday)
1 <sup>st</sup> May 2024	-	Workers Day
4 <sup>th</sup> August 2024	-	Founders Day
21 <sup>st</sup> September 2024	-	Kwame Nkrumah Memorial Day
6 <sup>th</sup> December 2024	-	Farmers Day