

**CALENDAR FOR EXAMINATIONS 2016/2017**

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>AUGUST 2016</b>					
August 5	<b>Deadline for First Examiner/Primary Examiner to submit results/enter marks into Gradebook, where applicable</b>	✓	✓	✓	✓
August 8-12	MBBS Phases 1A, 1B & 1C Repeat Examinations			✓	
August 10	English Language Proficiency Test				✓
August 12	English Language Proficiency Test <b>9.00 A.M</b>		✓		
	Special Meeting of Campus Committee on Examinations	✓			
August 15 - 19	Faculties' Board of Examiners' Meetings	✓	✓	✓	✓
August 19	Deadline for returning Summer/Supplemental scripts to Examinations Sections	✓	✓	✓	✓
	Repeat MBBS Phases 1A, 1B & 1C Examiners' Meeting			✓	
August 22	English Language Proficiency Test			✓	
	Publication of Summer / Supplemental / Resit Results	✓	✓	✓	✓
August 22 – 26	Application period for Remarks/Go through/Consultation/Discussion – <b>Summer</b>	✓	✓	✓	✓
August 24	Special Meeting of Campus Committee on Examinations		✓		
August 25	Special Meeting of Campus Committee on Examinations			✓	
August 28	<b>SEMESTER I BEGINS</b>	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>SEPTEMBER 2016</b>					
September 5	<b>TEACHING BEGINS (incl. Weekend Programme at Mona)</b>	✓	✓	✓	✓
September 7	Special Meeting of Campus Committee on Examinations				✓
September 8	<b>MATRICULATION CEREMONY</b>		✓		
September 11	<b>WELCOME CEREMONY</b>		✓		
September 15	<b>MATRICULATION &amp; WELCOME CEREMONY</b>			✓	
September 19	Submission of Mid-Semester Examination Question Papers		✓		✓
September 30	Publication of Draft Semester I Examinations Time Table	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>OCTOBER 2016</b>					
October 3	Grade Book opens for entry of Semester I marks.	✓		✓	
October 3 – 14	Mid-Semester Examinations		✓		
October 4	Deadline for submission of draft question papers for courses <u>externally examined</u> and for Open Campus - Semester I examinations.	✓	✓	✓	✓
October 7	Graduation Rehearsal				✓
October 8	<b>GRADUATION CEREMONY ( ST. KITTS ) A.M.</b>				✓
October 13	English Language Proficiency Test including SALCC, CFB, STVG			✓	
	Graduation Rehearsal			✓	
October 15	<b>GRADUATION CEREMONIES A.M. and P.M.</b>	✓			
October 17-21	Mid-Semester Examinations				✓
October 20	<b>GRADUATION CEREMONIES A.M. and P.M.</b>			✓	
October 21	<b>GRADUATION CEREMONIES A.M. and P.M.</b>			✓	
October 22	<b>GRADUATION CEREMONIES A.M and P.M.</b>			✓	
October 26	Graduation Rehearsal		✓		
October 28	<b>GRADUATION CEREMONIES A.M and P.M.</b>		✓		
October 29	<b>GRADUATION CEREMONIES A.M and P.M.</b>		✓		

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>NOVEMBER 2016</b>					
November 2	English Language Proficiency Test				✓
November 4	<b>Deadline for First Examiners/Examinations Coordinators to submit to the relevant Registry camera-ready copies of ALL question papers for Semester 1 Examinations</b>	✓	✓	✓	
	Examination Schedule available Online by Registries		✓	✓	
	Deadline for publication of <b>FINAL</b> Semester I Examinations Time Table	✓	✓	✓	✓
November 11	Briefing Session for Invigilators	✓			
November 14	Submission Deadline for Mid-Semester results				✓
November 14 - 25	Issuing of Examination Cards ( <b>CH</b> ). Students collecting after the deadline date are required to pay the late fee penalty.	✓			
November 17	Briefing Session for Invigilators		✓		✓
November 18	Briefing Session for Invigilators			✓	
November 25	Deadline for students to notify Registry (Admissions) of discrepancies in registration information on Examination Cards/Examination Schedule	✓	✓	✓	✓
November 28 – Dec 2	Deadline for First Examiners to go to Registry to scrutinize the <b>FINAL VERSION</b> of question papers.	✓		✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>DECEMBER 2016</b>					
December 2	English Language Proficiency Test		✓		
	<b>TEACHING ENDS</b>	✓	✓	✓	✓
December 3	<b>TEACHING ENDS (Weekend Programme Mona)</b>		✓		
December 5	<b>SEMESTER I EXAMINATIONS BEGIN</b>	✓	✓	✓	✓
December 21	<b>SEMESTER I EXAMINATIONS END</b>	✓	✓	✓	✓
	<b>SEMESTER I ENDS</b>	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>2017</b>					
<b>JANUARY 2017</b>					
January 4	<b>Deadline for first Examiner/Primary Examiner to submit results/enter marks in grade book, where applicable.</b>	✓	✓	✓	✓
January 6	MBBS Phases 1A, 1B & 1C Examiners' Meeting			✓	
January 9 – 13	Faculties' Board of Examiners' Meetings	✓	✓	✓	✓
January 15	<b>SEMESTER II BEGINS</b>	✓	✓	✓	✓
January 16	Deadline for returning Semester I scripts to Examinations Sections	✓	✓	✓	✓
	Deadline for publication of Semester I Results	✓	✓	✓	✓
	<b>TEACHING BEGINS</b>	✓	✓	✓	✓
January 16 - 27	Application period for Remarks/Go through/Consultation/Discussion – <b>Semester I</b>	✓	✓	✓	✓
January 26	Special Meeting of Campus Committee on Examinations			✓	

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>FEBRUARY 2017</b>					
February 3	Special Meeting of Campus Committee on Examinations	✓			
February 5	Commemoration Service – 9.00A.M.		✓		
February 6	Deadline date for submission of Mid Semester Question Papers				✓
February 8	Special Meeting of Campus Committee on Examinations		✓		
February 10	Deadline date for submission of Mid Semester Question Papers		✓		
February 13	Special Meeting of Campus Committee on Examinations				✓
	Grade Book Opens for entry of Semester II marks	✓		✓	
February 16	English Language Proficiency Test			✓	
February 20	Publication of Draft Semester II Examinations Time Table	✓	✓	✓	✓
February 24	Deadline for First /University Examiners to submit draft question papers for courses that are <b>externally examined</b> and for Open Campus. (Faculties of Engineering, Medical Sciences including Phases IA, IB, Stage II Final, Science and Technology and CHTM.	✓	✓	✓	✓
Feb 27 – March 10	Mid-Semester Examinations		✓		

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>MARCH 2017</b>					
March 6 - 10	Mid-Semester Examinations				✓
March 9 - 15	MBBS Phase 1C Examinations			✓	
March 15	English Language Proficiency Test				✓
March 17	<b>Deadline for First Examiners/Coordinators to hand in to the relevant Registry camera-ready copies of ALL question papers for Semester II, Supplemental and Summer School Examinations (where applicable)</b>	✓	✓	✓	
March 20	Examiners Meeting MBBS Phase 1C Examinations			✓	
March 24	Publication of <b>FINAL</b> Semester II Examinations Time Table	✓	✓	✓	✓



Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>APRIL 2017</b>					
April 3 - 13	Issuing of Examination Cards ( <b>CH</b> ). Students collecting after the deadline date are required to pay the late fee penalty.	✓			
April 6	Briefing session for Invigilators				✓
	Deadline for First Examiners to scrutinise <b>FINAL VERSION</b> of question papers at the relevant Registry.				✓
April 7	Briefing session for Invigilators	✓			
April 13	Deadline for students to notify Registry (Admissions) of discrepancies in registration information on Examination Cards/Examination Schedule	✓	✓	✓	✓
	<b>TEACHING ENDS</b>	✓	✓	✓	✓
	Briefing Session for Invigilators by SAR/AR (Examinations)		✓	✓	
April 15	<b>TEACHING ENDS (Weekend Programme)</b>		✓		
April 18 – 23	Semester Break	✓	✓	✓	✓
April 18 – 21	Deadline for First Examiners to scrutinise <b>FINAL VERSION</b> of question papers at the relevant Registry.	✓		✓	
April 19	English Language Proficiency Test	✓			
April 21	English Language Proficiency Test <b>1.00 P.M</b>		✓		
April 23	Valedictory Service		✓		
April 28	<b>SEMESTER II EXAMINATIONS BEGIN</b>	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>MAY 2017</b>					
May 18	MBBS Phase 1A and 1B Board of Examiners Meeting			✓	
May 19	<b>SEMESTER II EXAMINATIONS ENDS</b>	✓	✓	✓	✓
	<b>SEMESTER II ENDS</b>	✓	✓	✓	✓
May 22	<b>SUMMER SCHOOL BEGINS</b>				✓
May 26	Special Meeting of Campus Committee on Examinations	✓			
May 28	<b>SUMMER SCHOOL BEGINS</b>			✓	
May 29	<b>SUMMER SCHOOL TEACHING BEGINS</b>			✓	
May 31	<b>Deadline for First Examiner/Primary Examiner to submit results/enter marks into Grade Book, where applicable</b>	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>JUNE 2017</b>					
June 1	<b>SUMMER SCHOOL BEGINS</b>		✓		
	Deadline for Submission of Question Papers for Summer				✓
June 5 - 9	Faculties' Board of Examiners' Meetings	✓		✓	✓
June 5 - 16	Faculties' Board of Examiners' Meetings		✓		
June 9	Deadline for returning Semester II scripts to Examinations Section	✓	✓	✓	✓
June 16	Publication of <b>DRAFT</b> Supplemental/Summer School/Re-sit Examinations Time Table	✓	✓	✓	✓
	Deadline date for submission of Question Papers for Summer		✓	✓	
	Deadline for Publication of Semester II Results	✓	✓	✓	✓
June 19 -23	Examinations Registrars'/University Examiners' Meetings ALL Faculties except Faculties of Medical Sciences and Engineering held at Cave Hill Campus	✓	✓	✓	✓
June 19 - 30	Application period for Remarks/Go through/Consultation/Discussion – Semester II	✓	✓	✓	✓
June 20	Grade Book opens for entry of Summer/Supplemental/Resit examinations marks	✓		✓	
June 28	Special Meeting of Campus Committee on Examinations		✓		
June 30	Publication of FINAL Supplemental/Summer School/Re-sit Examinations Time Table.	✓	✓	✓	✓
	Online Examination Schedule Available by Registries		✓	✓	

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>JULY 2017</b>					
July 3 - 7	Issuing of Examination Cards ( <b>CH</b> ). Students collecting after the deadline date are required to pay the late fee penalty.	✓			
July 6	Special Meeting of Campus Committee on Examinations			✓	
July 8	<b>TEACHING ENDS</b>			✓	
July 14	<b>TEACHING ENDS</b>		✓		✓
July 17 - 28	Summer School/Supplemental/Re-sit Examinations. (N.B. Supplementals for those Faculties whose regulations permit)	✓	✓	✓	✓
July 28	<b>SUMMER SCHOOL ENDS</b>		✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>AUGUST 2017</b>					
August 4	<b>Deadline for First Examiner/Primary Examiner to submit results/enter marks in Gradebook, where applicable</b>	✓	✓	✓	✓
August 7-11	MBBS Phases 1A, 1B & 1C Repeat Examinations			✓	
August 9	English Language Proficiency Test				✓
August 11	Special Meeting of Campus Committee on Examinations	✓			
August 14- 18	Faculties' Board of Examiners' Meetings	✓	✓	✓	✓
August 18	Deadline for returning Summer/Supplemental scripts to Examinations Sections	✓	✓	✓	✓
	Repeat MBBS Phases 1A, 1B & 1C Examiners' Meeting			✓	
August 21	English Language Proficiency Test			✓	
	Deadline for Publication of Summer / Supplemental / Resit Results	✓	✓	✓	✓
August 21 – 25	Application period for Remarks/Go through/Consultation/Discussion – <b>Summer</b>	✓	✓	✓	✓
August 23	Special Meeting of Campus Committee on Examinations		✓		
September 5	Special Meeting of Campus Committee on Examinations			✓	
September 6	Special Meeting of Campus Committee on Examinations				✓