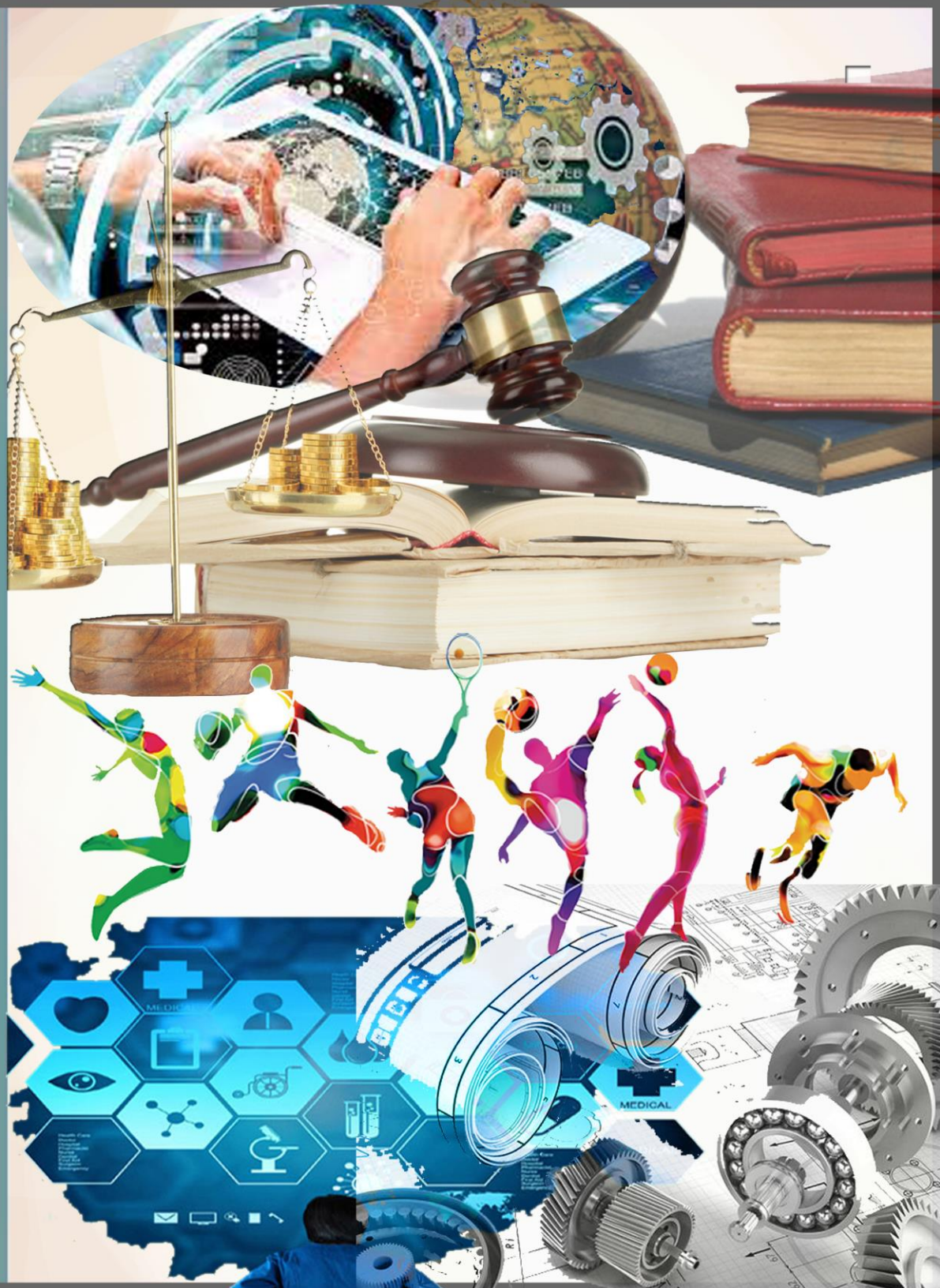




THE UNIVERSITY OF THE WEST INDIES





























CAVE HILL|MONA|OPEN CAMPUS|ST. AUGUSTINE















CALENDAR
FOR EXAMINATIONS
2019/2020



THE UNIVERSITY OF THE WEST INDIES

CALENDAR FOR EXAMINATIONS 2019/2020

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
AUGUST 2019					
August 2	Deadline for First Examiner/Primary Examiner to submit results/enter marks into Gradebook, where applicable				
August 5-9	MBBS Phases 1A, 1B & 1C Repeat Examinations				
August 8	English Language Proficiency Test				
August 9	Special Meeting of Campus Committee on Examinations				
August 12 – 16	Faculties' Board of Examiners' Meetings				
August 16	Deadline for returning Summer/Supplemental scripts to Examinations Sections				
	Repeat MBBS Phases 1A, 1B & 1C Examiners' Meeting				
	Deadline for Publication of Summer/Supplemental Resit Results				
August 19	English Language Proficiency Test				
August 19 – 23	Application period for Remarks/Go through/Consultation/Discussion – Summer				
August 21	Special Meeting of Campus Committee on Examinations				
August 22	English Language Proficiency Test				
August 30	Special Meeting of Campus Committee on Examinations				



















Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
SEPTEMBER 2019					
September 2	TEACHING BEGINS (incl. Weekend Programme at Mona)				
September 5	MATRICULATION & WELCOME CEREMONY				
September 5	Special Meeting of Campus Committee on Examinations				
September 18	Submission of Mid-Semester Examination Question Papers				
September 18	MATRICULATION & WELCOME CEREMONY				
September 27	Publication of Draft Semester I Examinations Time Table				

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
OCTOBER 2019					
October 1	Grade Book opens for entry of Semester I marks.	✓		✓	
October 7 – 18	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 10	English Language Proficiency Test including SALCC, CFB, STVG			✓	
October 11	Graduation Rehearsal				✓
October 12	GRADUATION CEREMONY (Antigua)				✓
October 14-18	Mid-Semester Examinations				✓
October 18	Grade Book opens entry of Semester I marks				✓
	Deadline for First Examiners to submit to the relevant Registry camera-ready copies of ALL question papers for Semester I Examinations.				✓
October 19	GRADUATION CEREMONIES A.M. and P.M.	✓			
October 24	GRADUATION CEREMONIES A.M. and P.M.			✓	
October 25	GRADUATION CEREMONIES A.M. and P.M.			✓	
October 26	GRADUATION CEREMONIES A.M and P.M.			✓	
October 27	Valedictory Service		✓		
October 30	Graduation Rehersal		✓		

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
NOVEMBER 2019					
November 1	Deadline for First Examiners/Examinations Coordinators to submit to the relevant Registry camera-ready copies of ALL question papers for Semester 1 Examinations	✓	✓	✓	
	Examination Schedule available Online by Registries		✓	✓	
	Deadline for publication of FINAL Semester I Examinations Time Table	✓	✓	✓	✓
	GRADUATION CEREMONIES A.M. and P.M.		✓		
November 2	GRADUATION CEREMONIES A.M. and P.M.		✓		
November 7	English Language Proficiency Test				✓
November 8	Briefing Session for Invigilators	✓			
November 13	Submission Deadline for Mid-Semester results				✓
November 11 - 22	Issuing of Examination Cards (CH). Students collecting after the deadline date are required to pay the late fee penalty.	✓			
November 14	Briefing Session for Invigilators		✓		
November 18	Briefing Session for Invigilators				✓
November 28	Briefing Session for Invigilators			✓	
November 22	Deadline for students to notify Registry (Admissions) of discrepancies in registration information on Examination Cards/Examination Schedule	✓	✓	✓	✓
November 25 – 29	First Examiners to go to Registry to scrutinize the FINAL VERSION of question papers.	✓			✓
November 27 – 29	First Examiners to go to Registry to scrutinize the FINAL VERSION of question papers.		✓	✓	
November 29	TEACHING ENDS	✓	✓	✓	✓
November 30	TEACHING ENDS (Weekend Programme Mona)		✓		


















Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
DECEMBER 2019					
December 2	SEMESTER I EXAMINATIONS BEGIN	✓	✓	✓	✓
December 20	SEMESTER I EXAMINATIONS END	✓	✓	✓	✓
	SEMESTER I ENDS	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
2020					
JANUARY 2020					
January 3	Deadline for first Examiner/Primary Examiner to submit results/enter marks in grade book, where applicable.	✓	✓	✓	✓
January 8 – 15	Faculties' Board of Examiners' Meetings	✓	✓	✓	✓
January 10	MBBS Phases 1A, 1B & 1C Examiners' Meeting			✓	
January 16	Deadline for returning Semester I scripts to Examinations Sections	✓	✓	✓	✓
	Deadline for publication of Semester I Results	✓	✓	✓	✓
January 19	SEMESTER II BEGINS	✓	✓	✓	✓
January 20	TEACHING BEGINS	✓	✓	✓	✓
January 20 – January 31	Application period for Remarks/Go through/Consultation/Discussion – Semester I	✓	✓	✓	✓
January 31	Special Meeting of Campus Committee on Examinations			✓	

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
FEBRUARY 2020					
February 4	Special Meeting of Campus Committee on Examinations				
February 5	Special Meeting of Campus Committee on Examinations				
February 6	Special Meeting of Campus Committee on Examinations				
February 7	Deadline date for submission of Mid Semester Question Papers				
February 9	Commemoration Service – 9.00A.M.				
February 10	Deadline date for submission of Mid Semester Question Papers				
	Grade Book Opens for entry of Semester II marks				
February 13	English Language Proficiency Test				
February 21	Deadline for First /University Examiners to submit draft question papers by Open Campus Review Advisory Committee.				
February 27	Deadline for First /University Examiners to submit draft question papers for courses that are externally examined and for Open Campus. (Faculties of Engineering, Medical Sciences including Phases IA, IB, Stage II Final, Science and Technology and CHTM.				
	Grade Book Opens for entry of Semester II marks				
February 28	Publication of Draft Semester II Examinations Time Table				

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
MARCH 2020					
March 2 – 13	Mid-Semester Examinations		✓		
March 6	Deadline for First Examiners to submit to the relevant Registry camera-ready copies of ALL question papers for Semester I Examinations.				✓
March 9 - 13	Mid-Semester Examinations				✓
March 9 - 13	MBBS Phase 1C Examinations			✓	
March 18	English Language Proficiency Test				✓
March 23	Examiners Meeting MBBS Phase 1C Examinations			✓	
March 27	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)	✓	✓	✓	
	Publication of FINAL Semester II Examinations Time Table	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
APRIL 2020					
April 3	Briefing session for Invigilators	✓			
April 6 - 17	Issuing of Examination Cards (CH). Students collecting after the deadline date are required to pay the late fee penalty.	✓			
April 15	Briefing session for Invigilators by SAR/AR (Examinations)		✓		✓
April 16	Deadline for students to notify Registry (Admissions) of discrepancies in registration information on Examination Cards/Examination Schedule	✓	✓	✓	✓
	TEACHING ENDS	✓	✓	✓	✓
April 17	TEACHING ENDS (Weekend Programme)		✓		
April 20 – 24	Deadline for First Examiners to scrutinise FINAL VERSION of question papers at the relevant Registry.				✓
April 22 - 24	Semester Break	✓	✓	✓	✓
	Deadline for First Examiners to scrutinise FINAL VERSION of question papers at the relevant Registry.	✓		✓	✓
April 23	Briefing session for Invigilators by SAR/AR (Examinations)			✓	
	English Language Proficiency Test	✓			
April 19	English Language Proficiency Test 1.00 P.M		✓		
April 27	EXAMINATION BEGINS	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
MAY 2020					
May 15	SEMESTER II EXAMINATIONS ENDS				
	SEMESTER II ENDS				
May 17	MBBS Phase 1A and 1B Board of Examiners Meeting				
May 18	SUMMER SCHOOL BEGINS				
May 29	Special Meeting of Campus Committee on Examinations				
May 24	SUMMER SCHOOL BEGINS				
May 25	SUMMER SCHOOL TEACHING BEGINS				
May 29	Deadline for First Examiner/Primary Examiner to submit results/enter marks into Grade Book, where applicable				
May 29	Deadline for First Examiner/Primary Examiner to submit results/enter marks into Grade Book, where applicable				

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
JUNE 2020					
June 1	SUMMER SCHOOL BEGINS		✓		
	Deadline for Submission of Question Papers for Summer				
June 1 - 12	Faculties' Board of Examiners' Meetings	✓	✓	✓	✓
June 2	Deadline for Submission of Question Papers for Summer				✓
June 12	Deadline for returning Semester II scripts to Examinations Section	✓	✓	✓	✓
	Publication of DRAFT Supplemental/Summer School/Re-sit Examinations Time Table	✓	✓	✓	✓
	Deadline date for submission of Question Papers for Summer/Summer School		✓	✓	
	Deadline for Publication of Semester II Results		✓	✓	✓
June 15	Deadline for Publication of Semester II Results	✓			
June 17	Grade Book opens for entry of Summer/Supplemental/Resit examinations marks	✓		✓	
June 18	Special Meeting of Campus Committee on Examinations			✓	
June 22 - 26	Examinations Registrars'/University Examiners' Meetings ALL Faculties except Faculties of Medical Sciences and Engineering held at	✓	✓	✓	✓
June 15 - 26	Application period for Remarks/Go through/Consultation/Discussion – Semester II	✓	✓	✓	✓
June 26	Grade Book opens for entry of Summer/Supplemental/Resit examinations marks				✓
June 26	Publication of FINAL Supplemental/Summer School/Re-sit Examinations Time Table	✓	✓	✓	✓
June 26	Online Examination Schedule Available by Registries		✓	✓	
June 30	Special Meeting of Campus Committee on Examinations				✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
JULY 2020					
July 1-5	Issuing of Examination Cards (CH). Students collecting after the deadline date are required to pay the late fee penalty.	✓			
July 3	Special Meeting of Campus Committee on Examinations		✓		
July 8	TEACHING ENDS			✓	
July 10	TEACHING ENDS		✓		✓
July 13-24	Summer School/Supplemental/Re-sit Examinations. (N.B. Supplementals for those Faculties whose regulations permit)		✓	✓	✓
July 24	SUMMER SCHOOL ENDS		✓	✓	✓
July 31	Deadline for First Examiner/Primary Examiner to submit results/enter marks in Gradebook, where applicable	✓	✓	✓	✓

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
AUGUST 2020					
August 3-7	MBBS Phases 1A, 1B & 1C Repeat Examinations			✓	
August 5	English Language Proficiency Test				✓
August 9	Special Meeting of Campus Committee on Examinations	✓			
August 10-14	Faculties' Board of Examiners' Meetings	✓	✓	✓	✓
August 14	Deadline for returning Summer/Suuplemental scripts to Examinations Sections	✓	✓	✓	✓
	Repeat MBBS Phases 1A, 1B & 1C Examiners' Meeting			✓	
	Deadline for Publication of Summer/Supplemental/Resit Results	✓	✓	✓	✓
August 17 - 21	Application period for Remarks/Go through/Consultation/Discussion – Summer	✓	✓	✓	✓
August 19	Special Meeting of Campus Committee on Examinations		✓		
August 22	English Language Proficiency Test			✓	
August 27	Special Meeting of Campus Committee on Examinations				✓
August 20	Special Meeting of Campus Committee on Examinations			✓	



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