



UNIVERSITY OF ARUSHA

A Chartered Seventh-day Adventist Institution of Higher Education

Office of the Registrar

ACADEMIC CALENDAR FOR UNDERGRADUATE AND POSTGRADUATE PROGRAMS 2017/2018

EVENTS	DATES
	SEPTEMBER 2017
End of classes for Short Semester/2017	Friday, September 5
Preparation for Final Examinations (Short Semester 2016/2017)	Wednesday September 6-9
Moderation of Final Examinations- Short Semester 2016/2017	Wednesday September 6-9
Classes begin and late registration fee in effect (Postgraduate Programs)	Monday, September 11
DEADLINE FOR UPLOADING APPLIED AND ADMITTED STUDENTS INTO TCU & NACTE PORTAL	FRIDAY SEPTEMBER 15
Final Examinations for Short Semester 2016/ 2017	Monday September 11-29
Senate receiving and voting for New students (Certificate and Diploma)	Monday September 18
Final copy of the 2017/2018 Bulletin submission by Deans and Directors	Wednesday, September 20
Printing of the New Bulletin	Monday , September 25
Certificate and Diploma students registration	Monday, September 25-27
Supplementary and Special Examinations for Undergraduate Programs	Monday, September 25-29
Diploma and Certificate students registration	Monday, September 25-27
Diploma and Certificate classes begin	Thursday, September 28
Special/Supplementary Examination	Monday, September 25 – 29
Internal Examiners Marking for Short Semester Exams 2016/2017	Tuesday, September 12-26
Deadline for submission of grades for Short examinations	Monday September 26
Internal Examiners Marking for Special/ Supplementary Exams 2016/2017	Tuesday, September 26- October 3
Faculty/ Schools moderates grades for Short Semester 2016 – 2017	Tuesday, September 27
Senate approval of grades for Short semester 2016/2017	Wednesday September 28
Uploading of Grades for Short Semester/ Special 2016/2017	Wednesday September 28-29
Council Meeting	Thursday, September 28
Submission of Dissertation books and clearance for Graduation (Postgraduate)	Friday, September 29
	OCTOBER 2017
Special/Supplementary Examination Short Semester 2016 – 2017	Monday, October 2- 4
Deadline for submission of grades for Special and Supplementary for	Wednesday , October 5



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First, Second, and Short semester 2016 – 2017 examinations	
Faculty/ Schools moderates grades for First, Second, and Short semester 2016 – 2017examinations	Thursday , October 6
Senate approval of grades for Special and Supplementary for First, Second, and Short semester 2016 – 2017 examinations	Friday ,October 7
Uploading of Grades for Special and Supplementary for First, Second, and Short semester 2016 – 2017 examinations	Friday ,October 7-Monday 9
Faculty / Schools Clear graduands	Wednesday, October 10-13
Senate Clears graduands	Tuesday, October 17
Preparation for Main University Graduation (Printing of booklets)	Friday, October 20
Arrival of Undergraduate Students	Wednesday, October 25
Registration for All Undergraduate Students	Monday, October 25- Friday November 3
New Students' Orientation	Monday, October 30
	NOVEMBER 2017
Test 1 for Diploma and Certificate Students	Monday, November 6-10
University Faculty Meeting	Thursday, November 9
Classes Begin for Undergraduate Students with Late Registration Fee in Effect	Monday, November 6-10
End of Registration with Late Fees & Last Day to add a Course (3 rd year – Undergraduate Programs	Monday, November 13
Moderation of Examinations (Postgraduate)	Tuesday, November 7 – 11
End of Classes/Postgraduate Programs	Friday, November 10
Final Examinations (Postgraduate)	Tuesday, November 21 – 30
Reporting Date/In-Service Program First Session	Sunday, November 26
Registration/In-service Program	Monday, November 27 – 29
Council Meeting	Tuesday, November 28
Classes Begin and Late Registration Fee in Effect/In-Service Program	Wednesday, November 29
MAIN UNIVERSITY GRADUATION	Thursday, November 30
	DECEMBER 2017
Internal Marking of Final Examinations/Postgraduate	Friday, December 1 – 8
Staff Meeting	Tuesday, December 5
End of Registration with Late Registration Fee /In-service Program	Friday, December 8



Test 1 (Undergraduate Programs)	Monday, December 11-15
Test 2 Diploma and Certificate Students	Monday December 18-22
Submission of grades/Postgraduate	Tuesday, December 12
School Board Moderates grades/Postgraduate	Wednesday, December 13
Senate Moderates Grades/Postgraduate	Friday, December 15
Test 1 (In-service Program)	Monday, December 18 – 22
Christmas & New Year holidays	Friday, Dec. 22, 2016 to Jan. 1, 2018
	JANUARY 2018
Moderation of Final Examinations (In-service Program)	Tuesday, January 2-3
Arrival of Students and Orientation/Postgraduate Programs	Wednesday, January 3
End of Diploma and Certificate classes	Monday January 5
Final Examinations/In-service Program	Thursday, January 4 – 8
Financial clearance, picture taking, verification of documents and issue of username, password, and registration/Postgraduate Programs	Monday, January 5 – 9
Moderation of Diploma and Certificate final examinations	Monday January 2- 4
Submission of examination to examination office	Wednesday, January 3- 5
Diploma and Certificate Final Examination Preparation week	Monday January 8-12
Classes Begin and Late Registration Fees in Effect/Postgraduate Programs	Wednesday, January 11
Internal Examiners Marking for Final Examinations/In-service Program	Wednesday January 10 – 12
Deadline for Submission of Grades/In-service Program	Monday, January 15
Test 2 (Undergraduate Programs)	Monday, January 15 - 19
Faculty/School Board moderate grades/In-Service Program	Tuesday, January 16
Senate (Approval of Results for In-service)	Friday, January 19
End of Registration with Late Fees/Postgraduate Programs	Friday, January 20
Diploma and Certificate Final examinations	Monday January 15-26
Moderation of Final Examinations (Undergraduate Programs)	Monday, January 22-26
Submission of examinations to examination office	Monday, January 22-31
Diploma and Certificate Break	Monday January 29- February 16
Diploma and Certificate Internal Marking	Monday January 29- February 7
In-house Exhibition (All Programs)	Tuesday, January 30
Research Seminar for Faculty	Wednesday, January 31-Feb 1



		FEBRUARY 2018
Deadline for submission of Diploma and Certificate grades		Thursday February 8
Faculty/School Board moderate grades/ Diploma and Certificate		Friday February 9
Examination Preparation Week/Undergraduate Programs		Monday, February 5-9
Final Examinations/Undergraduate Programs		Monday February 12-24
Second Semester Diploma and Certificate registration		Monday, February 19-23
Semester Break/Undergraduate Programs		February 26-March 16
Internal Examiners Marking /Undergraduate		February 26-March 7
Deadline For Submission of Grades/ Undergraduate Programs		Thursday, March 8
Faculty/School Board moderate grades/Undergraduate Programs		Friday, March 9
Final Exams Moderation (Postgraduate)		Tuesday, March 13 – 17
Senate (Approval of grades for Diploma, Certificate and Undergraduate– First Semester 2017/2018)		Tuesday, March 13
Uploading Grades for – First Semester 2017/2018		Tuesday, March 13- 16
End of classes/Postgraduate		Friday, March 16
SECOND SEMESTER 2017/2018		
Arrival of all Students/Undergraduate		Sunday, March 18
Registration		Monday, March 19-23
Final Examinations/Postgraduate Programs		Monday, March 27 – April 4
Faculty Meeting		Thursday, March 29
Classes Begin and Late Registration Fees in Effect/Undergraduate		Monday, March 26
Special & Supplementary Examinations for 1st Semester courses (Undergraduate Programs and Postgraduate)		Monday , March 26 -30
Internal Examiners Marking f or Special Examinations/Undergraduate		Tuesday, March 27- April 3
End of Registration with Late Fees		Friday, March 30
APRIL 2018		
Internal Examiners Marking for final examinations/Postgraduate		Tuesday, April 3-10
Deadline for Submission of Grades for Specialand supplementary Examinations – Undergraduate		Tuesday, April 3,
Test 1 for Diploma and Certificate Students		Monday, April 2-6
Faculty/School Board moderate Specialand supplementary Examinations grades/Undergraduate Programs		Thursday, April 3,



Deadline for Submission of Grades /Postgraduate	Tuesday , April 10
School moderates the grades/Postgraduate	Wednesday, April 11,
Senate (Approval of grades for Special and supplementary examinations– First Semester 2017-2018) Undergraduate Programs	Friday , April 6
Upload Grades for Special Examinations - First Semester 2016/2017 – Undergraduate and Postgraduate	Friday , April 6- 10
Easter Holiday	Tuesday, April 11 – 16
Senate (Approval of grades for Postgraduate)	Wednesday , April 18
Upload Grades for First Semester 2017/2018 – Postgraduate	Wednesday , April 18- 20
Students Association Elections	Thursday, April 19
Council Meeting	Wednesday , April 25
	MAY 2018
Labor Day	Tuesday, May 1
Arrival of Postgraduate Students – Registration, Picture taking, Issue of Username and Passwords – Financial Clearance and Registration	Tuesday, May 2 – 9
Test 1 week (Undergraduate)	Monday, May 7-11
Research Seminar for Students	Wednesday May 9-10
Week of Spiritual Emphasis	Sunday, May 13-19
Classes Begin and Late Registration Fees in Effect/Postgraduate	Thursday, May 10 – 14
Test 2 for Diploma and Certificate Students	Monday, May 28-June 1
Moderation of Diploma and Certificate final examinations	Monday May 28-31
Submission of examinations to examinations’ Office	Monday May 28-June 1
	JUNE 2018
Reporting Date/In-Service Second Session	Sunday, June 3
Test week (Postgraduate (Postgraduate Programs)	Monday, June 4-8
Registration/In-service Program	Monday, June 4 – 6
Test 2 week (Undergraduate)	Monday, June 4 – 8
Diploma and Certificate Final Examination preparation week	Monday June 4-8
Classes Begin and Late Registration Fee in Effect/In-service Program	Thursday, June 7
End of Registration with Late Fee/In-service Program	Friday, June 8
Diploma and Certificate Final examinations	Monday June 11-15



Moderation of Final Exams (Undergraduate)	Monday, June 11 – 15
Field/ Practicum/ TP/ Industrial Training	June 17- July 31
Submission of examinations to examinations' office	Tuesday, June 12 -18
Internal marking of Diploma and Certificate examinations	Monday June 18-22
Last date to submit Diploma and Certificate results	Monday June 25
Preparation week for Examinations for Undergraduate	Monday, June 25 -29
Field/ industrial training Registration (Certificate)	June 25 – July 13
Faculty/ Schools approves 2 nd Semester Diploma and Certificate grades	Wednesday June 27
Faculty and Staff Meeting	Thursday, June 28
	JULY
Moderation of Final Examinations In service	Monday, July 2 – 5
Senate approves 2 nd Semester Diploma and Certificate grades	Wednesday July 4
Uploading of Diploma and Certificate Grades	Thursday July 5-7
Faculty/School Board clear students for Special Graduation	Monday, July 9-13
Senate Approves Mini Graduation Certificate/Diploma candidates	Wednesday, July 18
End of Classes for Second Semester (Undergraduate Programs)	Friday, July 6
Final Examinations/Undergraduate Programs	Monday, July 2-13
Semester Break/Undergraduate Programs	Monday, July 16
Internal Examiners Marking – Undergraduate Programs	Monday, July 16 –23
Final Examinations (In-service Programs)	Monday, July 16 - 18
Session Break/In-Service Program Second Session	Thursday, July 19
Moderation of Final Exams (Postgraduate)	Monday, July 16 – 20
TP/Field/Practicum (All faculties)*	Monday, July 16- September 30
End of classes for Postgraduate Programs	Friday, July 20
Arrival of students (Short Semester)	Monday, July 23
Special/Supplementary (Certificate/ Diploma)	Monday July 23-26
Registration for Short Semester	Tuesday, July 24-27
Examinations Preparation Week (Postgraduate Programs)	Monday, July 23 – 27
PREPATION OF MINI GRADUATION BOOKLET	Monday, July 23-27
Deadline for Submission of Grades/Undergraduate Programs	Tuesday, July 24
Faculty/School/Directorate Board moderate grades/ for Second Semester 2017-2018 – undergraduate Programs) and In service	Tuesday, July 24



Senate (Approval of Results for Second Semester 2017-2018 – undergraduate Programs) and In service	Friday, July 27
Uploading of Grades – 2nd Semester/Undergraduate & In-service program	Friday, July 27- August 1
Classes begin with Late Registration Fee in Effect/Short Semester	Monday, July 30
Final examinations/Postgraduate Programs	Monday, July 31 – August 8
	AUGUST 2018
End of Registration with Late Registration Fee in Effect/Short Semester	Monday, August 1
Preparation for Certificate/Diploma Graduation (Printing of Booklets)	Tuesday, August 1 – 5
Graduation for Certificate & Diploma Students	August 5
Break for Postgraduate Programs	Thursday, August 9-26
Final Examinations Marking/Postgraduate Programs	Friday, August 10 – 14
	August 6-31
Deadline for Submission of Grades/Postgraduate	Thursday, August 16
Moderation of Grades/Postgraduate Programs	Friday, August 17
Arrival of New Students – Registration, Picture taking, Issue of Username and Passwords – Financial Clearance/Postgraduate Programs	Monday, August 27-Sept 1
	SEPTEMBER 2018
Test 1(Short Semester)	Monday, September 17-21
Moderation of Final Exams (Short Semester)	Monday, September 10-13
Submission of examinations to examinations' office	September 10-14
End of classes for Short Semester	September 14
Preparation for Examinations (Short Semester)	September 17-21
Moderation of exams (short semester)	September 26-28
Classes Begin and Late Registration Fee in Effect/Postgraduate Program	Monday, September 10
Final Examinations/Short Semester	September 24 – October 5
Internal Examiners Marking/Short Semester,	September 25- October 8
	OCTOBER 2018
Test Week/Postgraduate	Monday, October 2 – 6
Supplementary and Special Examinations for Second Semester courses only	Monday, October 8-12



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Deadline for Submission of Grades (Short Semester)	Monday , October 8
Senate (Approval of Results for Short Semester	Wednesday, October 10
Uploading of grades for Short Semester Examinations	Wednesday, October 10 -11
Internal exam marking for Special/Supplementary	Tuesday, October 9-15
Moderation of final exam/postgraduate	October 12-17
Deadline for submission of grades Special/Supplementary Examinations)	Tuesday, October 16
Senate (Approval of Results for Special Supplementary Examination	Friday, October 19
Uploading of grades for Special & Supplementary Examinations	Friday, October 19-23
Faculty, School – Clearance of Prospective Graduands	Thursday, October 25
Arrival of New Students/Undergraduate Programs	Sunday, October 28
Arrival of Continuing Students/Undergraduate Programs	Sunday, October 28
New Students’ Orientation	Monday, October 29
Financial Clearance, Picture-taking, Verification of Documents, Issuing of Usernames & Passwords, and Registration for New Students	Tuesday, October 29- Nov. 2
Registration for Continuing Students/Undergraduate	Tuesday, October 29- Nov. 2
Senate – Clearance of Prospective Graduands	Tuesday, October 30
NOVEMBER, 2018	
Classes Begin for Certificate, Diploma and Undergraduate Students with Late Registration Fee in Effect	Monday, November 5
Faculty Meeting	Tuesday, November 6
Council Meeting	Thursday, November 8
End of Registration with Late Undergraduate Programs)	Friday, November 9
Week of Spiritual Emphasis	Saturday, November 19-23
NOVEMBER 2018	
Preparation for Main University Graduation (Printing of booklets)	Monday, November 2-6
End of Classes/Postgraduate Programs	Friday, November 16
Main University Graduation	Thursday, December 20
Preparation for Final Examination/Postgraduate	Wednesday, November 21-23
Final Examinations/Postgraduate	Monday, November 26- Dec 5
DECEMBER 2018	
Reporting Date/In-Service Program First Session	Sunday, December 3



Registration/In-service Program	Monday, December 4 – 6
Break/Postgraduate	Thursday, December 6
Internal Marking of Final Examination- Postgraduate	Wednesday, December 6 – 13
Classes Begin and Late Registration Fee in Effect/In-Service Program	Thursday, December 7 – 8
End of Registration with Late Registration Fee	Wednesday, December 13
Submission of Grades/Postgraduate	Friday, December 14
School Board Approves Grades/Postgraduate	Tuesday, December 18
Christmas & New Year Holidays	December 21, 2017 to January 1, 2019
	JANUARY 2019
Test 1 (In-service Program)	Tuesday, January 2 – 5
Arrival of Postgraduate Students, Financial Clearance, Picture-taking, Verification of Documents, Issuing of Usernames & Passwords, and Registration	Thursday, January 3 – 10
Postgraduate classes begin and registration with late fee	Friday, January 11-17
Moderation of Examinations (In-service Program)	Monday, January 8 – 10
Senate Approves Grades/Postgraduate	Wednesday, January 9
In-house Exhibition (All Programs)	Wednesday, January 30
End of classes for In-service Program	Friday, January 12
Preparation for Final Examinations (In-service Program)	Monday, January 15 – 17
Final Examinations/In-service Program	Thursday, January 18 – 25
Moderation of Final Examinations/Postgraduate	Friday, January 19 – 23
Session Break/In-service Program	Friday, January 26
Internal Examiners Marking for final examinations/In-service Program	Friday, January 26 – February 9
Preparation for Final Examinations/Postgraduate	Monday, January 29 – 31

-The End-