

**RONGO UNIVERSITY**  
**Academic Calendar 2022/2022**

a) AUGUST - DECEMBER 2021 SESSION

Date	Activity	Action Office (s)
23 <sup>rd</sup> – 27 <sup>th</sup> August, 2021	<ul style="list-style-type: none"> <li>• Reporting and online registration of continuing students</li> <li>• Teaching starts for continuing students</li> <li>• Online Course Registration</li> </ul>	<ul style="list-style-type: none"> <li>• Deans</li> <li>• HoDs</li> <li>• Admissions Office</li> </ul>
30 <sup>th</sup> August, 2021 – 10 <sup>th</sup> September, 2021	<ul style="list-style-type: none"> <li>• Online Admission, Registration and Orientation of 1st Year Students</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> <li>• Admissions Office</li> </ul>
13 <sup>th</sup> - 17 <sup>th</sup> September, 2021	<ul style="list-style-type: none"> <li>• Reporting of First year First semester students</li> <li>• Application for change of programmes for 1<sup>st</sup> Year students</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> <li>• Admissions Office</li> </ul>
20 <sup>th</sup> September, 2021	<ul style="list-style-type: none"> <li>• Teaching starts for First Year First Semester students</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> <li>• Admissions Office</li> </ul>
28 <sup>th</sup> September, 2021	<ul style="list-style-type: none"> <li>• Consideration of all applicants for change of programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Deans Committee</li> </ul>
27 <sup>th</sup> September – 1 <sup>st</sup> October, 2021	<ul style="list-style-type: none"> <li>• Setting and Internal Moderation of Examinations</li> </ul>	<ul style="list-style-type: none"> <li>• Lecturers</li> <li>• HoDs</li> </ul>
4 <sup>th</sup> – 8 <sup>th</sup> October, 2021	<ul style="list-style-type: none"> <li>• External Moderation of Examinations</li> <li>• Release of 1<sup>st</sup> Draft of Examinations timetable</li> </ul>	<ul style="list-style-type: none"> <li>• HoDs</li> <li>• Chair, Timetabling Committee</li> </ul>
15 <sup>th</sup> October, 2021	<ul style="list-style-type: none"> <li>• End of courses registration.</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> </ul>
11 <sup>th</sup> – 22 <sup>nd</sup> October, 2021	<ul style="list-style-type: none"> <li>• Submission of examinations to Examinations Office</li> <li>• First Sit in CATs</li> </ul>	<ul style="list-style-type: none"> <li>• Head, Examinations</li> <li>• HoDs and Lecturers</li> </ul>
18 <sup>th</sup> – 22 <sup>nd</sup> October, 2021	<ul style="list-style-type: none"> <li>• Release of Final Examination Timetable</li> </ul>	<ul style="list-style-type: none"> <li>• Chair, Timetabling Committee</li> </ul>
25 <sup>th</sup> – 29 <sup>th</sup> October, 2021	<ul style="list-style-type: none"> <li>• Uploading of 1<sup>st</sup> CAT marks to EPR system and submission to HoDs</li> </ul>	<ul style="list-style-type: none"> <li>• Lecturers</li> <li>• HoDs</li> </ul>
1 <sup>st</sup> – 12 <sup>th</sup> November, 2021	<ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Sit in CATs</li> </ul>	<ul style="list-style-type: none"> <li>• HoDs and Lecturers</li> </ul>
8 <sup>th</sup> – 19 <sup>th</sup> November, 2021	<ul style="list-style-type: none"> <li>• Printing and Packaging of Examinations</li> <li>• Uploading of 2<sup>nd</sup> CAT marks to EPR system and submission to HoDs</li> <li>• Generation of compliance lists and issuance to Schools</li> <li>• Printing of online Examination Cards</li> </ul>	<ul style="list-style-type: none"> <li>• Head, Examinations</li> <li>• HoDs</li> <li>• Lecturers</li> <li>• Registrar, Academic Affairs</li> </ul>
22 <sup>nd</sup> November, 2021	<ul style="list-style-type: none"> <li>• Start of Semester Examinations for years 2 - 4 students</li> </ul>	<ul style="list-style-type: none"> <li>• Deputy Vice-Chancellor, ASA</li> </ul>
3 <sup>rd</sup> December, 2021	<ul style="list-style-type: none"> <li>• End of Semester Examinations for years 2 - 4 students</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> <li>• Lecturers/Invigilators</li> <li>• Head, Examination</li> </ul>
<b>8<sup>th</sup> December, 2021</b>	<ul style="list-style-type: none"> <li>• <b>Start of break for I.I</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Registrar</b></li> </ul>
7 <sup>th</sup> January, 2022	<ul style="list-style-type: none"> <li>• Reporting of First year First semester students for resumption of studies</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> <li>• Admissions Office</li> </ul>
10 <sup>th</sup> January, 2022	<ul style="list-style-type: none"> <li>• Start of Semester Examinations for first year students</li> </ul>	<ul style="list-style-type: none"> <li>• Deputy Vice-Chancellor, ASA</li> </ul>
14 <sup>th</sup> January, 2022	<ul style="list-style-type: none"> <li>• End of Semester Examinations for first year students</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> <li>• Lecturers/Invigilators</li> <li>• Head, Examination</li> </ul>
11 <sup>th</sup> February, 2022	<ul style="list-style-type: none"> <li>• End of marking 2021/2022 Semester I examinations</li> </ul>	<ul style="list-style-type: none"> <li>• HoDs and lecturers/Examiners</li> </ul>

  
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**b) JANUARY - DECEMBER 2022 SESSION**

Date	Activity	Action Office (s)
17 <sup>th</sup> January, 2022	<ul style="list-style-type: none"> <li>Reporting and online registration of continuing students</li> <li>Course Registration</li> <li>Teaching starts for ALL students</li> </ul>	<ul style="list-style-type: none"> <li>Deans</li> <li>HoDs</li> <li>Admissions Office</li> </ul>
31 <sup>st</sup> January – 4 <sup>th</sup> February, 2022	<ul style="list-style-type: none"> <li>Setting and Internal Moderation of examinations</li> </ul>	<ul style="list-style-type: none"> <li>Lecturers</li> <li>HoDs</li> </ul>
7 <sup>th</sup> – 11 <sup>th</sup> February, 2022	<ul style="list-style-type: none"> <li>External Moderation of examinations</li> <li>Release of 1<sup>st</sup> Draft of Examinations Timetable</li> </ul>	<ul style="list-style-type: none"> <li>HoDs</li> <li>Timetabling Committee</li> </ul>
11 <sup>th</sup> February, 2022	<ul style="list-style-type: none"> <li>End of course registration</li> </ul>	<ul style="list-style-type: none"> <li>Deans and HoDs</li> </ul>
13 <sup>th</sup> – 20 <sup>th</sup> February, 2022	<ul style="list-style-type: none"> <li>Externalization of Semester I examination results</li> </ul>	<ul style="list-style-type: none"> <li>HoDs</li> <li>Registrar AA</li> </ul>
14 <sup>th</sup> – 25 <sup>th</sup> February, 2022	<ul style="list-style-type: none"> <li>Submission of examinations to Examinations Office</li> <li>First Sit In CATs</li> </ul>	<ul style="list-style-type: none"> <li>HoDs</li> </ul>
21 <sup>st</sup> February – 4 <sup>th</sup> March, 2022	<ul style="list-style-type: none"> <li>Departmental and Schools Boards of Examiners on Semester I results</li> </ul>	<ul style="list-style-type: none"> <li>HoDs</li> <li>Deans</li> </ul>
7 <sup>th</sup> –11 <sup>th</sup> March, 2022	<ul style="list-style-type: none"> <li>Uploading of 1<sup>st</sup> CAT marks into EPR system and submission to HoDs</li> </ul>	<ul style="list-style-type: none"> <li>Lecturers</li> <li>HoDs</li> </ul>
6 <sup>th</sup> – 25 <sup>th</sup> March	<ul style="list-style-type: none"> <li>Approval of Semester I results in Senate</li> </ul>	<ul style="list-style-type: none"> <li>Deans</li> <li>Chair, Senate</li> </ul>
14 <sup>th</sup> – 18 <sup>th</sup> March, 2022	<ul style="list-style-type: none"> <li>Release of Final Examination Timetable</li> </ul>	<ul style="list-style-type: none"> <li>Timetabling Committee</li> </ul>
14 <sup>th</sup> – 25 <sup>th</sup> March, 2022	<ul style="list-style-type: none"> <li>2<sup>nd</sup> Sit In CATs</li> </ul>	<ul style="list-style-type: none"> <li>HoDs and Lecturers</li> </ul>
28 <sup>th</sup> March – 1 <sup>st</sup> April, 2022	<ul style="list-style-type: none"> <li>Uploading of 2<sup>nd</sup> CAT marks into EPR system and submission to HoDs</li> </ul>	<ul style="list-style-type: none"> <li>Lecturers</li> <li>HoDs</li> </ul>
4 <sup>th</sup> – 12 <sup>th</sup> April, 2022	<ul style="list-style-type: none"> <li>Printing and packaging of Examinations</li> <li>Generation of Compliance lists and issuance to Schools</li> <li>Printing of online Examination Cards</li> </ul>	<ul style="list-style-type: none"> <li>Examinations Officer</li> <li>HoDs and Lecturers</li> <li>Registrar, AA</li> </ul>
14 <sup>th</sup> April, 2022 22 <sup>nd</sup> April, 2022	<ul style="list-style-type: none"> <li>Start of Semester II Regular Examinations for Final Year students</li> <li>End of Semester II Regular Examinations for Final Year students</li> </ul>	<ul style="list-style-type: none"> <li>Deputy Vice-Chancellor, ASA</li> <li>Deans and HoDs</li> <li>Lecturers/Invigilators</li> <li>Examinations Officer</li> </ul>
18 <sup>th</sup> April, 2022 29 <sup>th</sup> April, 2022	<ul style="list-style-type: none"> <li>Start of Semester II Regular Examinations for Continuing students</li> <li>End of Semester II Regular Examinations for Continuing students</li> </ul>	<ul style="list-style-type: none"> <li>Deputy Vice-Chancellor, ASA</li> <li>Deans and HoDs</li> <li>Lecturers/Invigilators</li> <li>Examinations Officer</li> </ul>
27 <sup>th</sup> May, 2022	<ul style="list-style-type: none"> <li>End of marking Semester II examinations</li> </ul>	<ul style="list-style-type: none"> <li>HoDs and lecturers/Examiners</li> </ul>
30 <sup>th</sup> May – 10 <sup>th</sup> June, 2022	<ul style="list-style-type: none"> <li>Externalization of Semester II examination results</li> </ul>	<ul style="list-style-type: none"> <li>HoDs</li> <li>Registrar, Academic Affairs</li> </ul>
30 <sup>th</sup> May – 10 <sup>th</sup> June, 2022	<ul style="list-style-type: none"> <li>Departmental and School Boards of Examiners on semester 2 examination results</li> </ul>	<ul style="list-style-type: none"> <li>Deans and HoDs</li> </ul>
13 <sup>th</sup> -24 <sup>th</sup> June, 2022	<ul style="list-style-type: none"> <li>Approval of 2021/2022 examination results at Senate</li> </ul>	<ul style="list-style-type: none"> <li>Deans</li> <li>Chair, Senate</li> </ul>
22 <sup>nd</sup> August, 2022 2 <sup>nd</sup> September, 2022	<ul style="list-style-type: none"> <li>Start of 2021/2022 Special/Supplementary Examinations</li> <li>End of 2021/2022 Special/Supplementary Examinations</li> </ul>	<ul style="list-style-type: none"> <li>DVC, ASA</li> <li>Deans and HoDs</li> <li>Invigilators</li> <li>Head, Examinations</li> </ul>

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5 <sup>th</sup> – 16 <sup>th</sup> September, 2022	<ul style="list-style-type: none"> <li>• Marking 2021/2022 Special/Supplementary examinations</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> </ul>
19 <sup>th</sup> – 30 <sup>th</sup> September, 2022	<ul style="list-style-type: none"> <li>• Departmental and School Boards of Examiners</li> </ul>	<ul style="list-style-type: none"> <li>• Deans and HoDs</li> </ul>
3 <sup>rd</sup> – 14 <sup>th</sup> October, 2022	<ul style="list-style-type: none"> <li>• Approval of Special/Supplementary examination results at Senate</li> </ul>	<ul style="list-style-type: none"> <li>• Deans</li> <li>• Chair, Senate</li> </ul>
17 <sup>th</sup> – 28 <sup>th</sup> October, 2022	<ul style="list-style-type: none"> <li>• Approval of Classification Graduation Lists</li> <li>• Preparation for graduation</li> </ul>	<ul style="list-style-type: none"> <li>• Chair, Senate</li> <li>• Deputy Vice-Chancellor, ASA</li> <li>• Deans</li> <li>• Chair, Graduation Committee (VC)</li> <li>• Registrar, AA</li> </ul>
5 <sup>th</sup> – 9 <sup>th</sup> December, 2022	<ul style="list-style-type: none"> <li>• Printing of Graduation Books</li> </ul>	<ul style="list-style-type: none"> <li>• Registrar, AA</li> </ul>
16 <sup>th</sup> December, 2022	<ul style="list-style-type: none"> <li>• Graduation</li> </ul>	<ul style="list-style-type: none"> <li>• Chancellor</li> <li>• Chair of Council</li> <li>• VC</li> <li>• DVC, ASA</li> <li>• Deans</li> </ul>

  
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