



**THE UNIVERSITY  
OF THE  
WEST INDIES**

CALENDAR  
FOR EXAMINATIONS  
2015/2016





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CALENDAR FOR EXAMINATIONS 2015/2016

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>AUGUST 2015</b>					
August 7	Submission Deadline for approved Marksheets/Gradesheets for Summer and Supplemental Examinations		■		■
	<b>Deadline for First Examiner/Primary Examiner to enter marks in Gradebook, where applicable</b>	■		■	
August 10-14	MB BS Phases 1A, 1B & 1C Repeat Examinations			■	
August 12	English Language Proficiency Test				■
August 13	Special Meeting of Campus Committee on Examinations	■			
August 14	English Language Proficiency Test		■		
August 17	English Language Proficiency Test			■	
August 17 - 21	Faculties' Board of Examiners' Meetings	■	■	■	■
August 19	Deadline for returning scripts to Examinations Sections	■	■	■	■
August 21	Publication of Summer / Supplemental / Resit Results	■	■	■	■
August 23	<b>SEMESTER I BEGINS</b>	■	■	■	■
August 24	Special Meeting of Campus Committee on Examinations		■		
	Repeat MBBS Phases 1A, 1B & 1C Examiners' Meeting			■	
August 24 – 28	Application period for Remarks/Go through/Consultation/ Discussion – <b>Summer</b>	■	■	■	■
August 28	<b>MATRICULATION &amp; WELCOME CEREMONY</b>	■			
August 30	Principal's Address to students			■	
August 31	<b>TEACHING BEGINS (incl. Weekend Programme at Mona)</b>	■	■		■

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>SEPTEMBER 2015</b>					
September 1	<b>TEACHING BEGINS</b>			■	
September 3	Special Meeting of Campus Committee on Examinations			■	
	<b>MATRICULATION CEREMONY</b>		■		
September 6	<b>WELCOME CEREMONY</b>		■		
September 7	Special Meeting of Campus Committee on Examinations				■
September 17	<b>MATRICULATION &amp; WELCOME CEREMONY</b>			■	
September 18	Submission of Mid-Semester Examination Question Papers		■		■
September 25	Publication of Draft Semester I Examinations Time Table	■	■	■	■

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>OCTOBER 2015</b>					
October 1	Grade Book opens for entry of Semester I marks.	■		■	
October 2	Deadline for submission of draft question papers for courses <b>externally examined</b> and for Open Campus - Semester I examinations.	■	■	■	■
October 5 -16	Mid-Semester Examinations		■		
October 9	Graduation Rehearsal				■
October 10	<b>GRADUATION CEREMONY ( ANTIGUA ) P.M.</b>				■
October 15	English Language Proficiency Test including SALCC, CFB, STVG			■	
	Graduation Rehearsal			■	
October 16	Graduation Rehearsal	■			
October 17	<b>GRADUATION CEREMONIES A.M. and P.M.</b>	■			
October 19 - 23	Mid-Semester Examinations				■
October 22	<b>GRADUATION CEREMONIES A.M. and P.M.</b>			■	
October 23	<b>GRADUATION CEREMONIES A.M. and P.M.</b>			■	
October 24	<b>GRADUATION CEREMONIES A.M and P.M.</b>			■	
October 28	Graduation Rehearsal		■		
October 30	<b>GRADUATION CEREMONIES A.M and P.M.</b>		■		
October 31	<b>GRADUATION CEREMONIES A.M and P.M.</b>		■		

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>NOVEMBER 2015</b>					
November 2	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 <b>FINAL</b> Semester I Examinations Time Table	■		■	■
November 6	Deadline for First Examiners/Examination Coordinators to submit to the relevant Registry camera-ready copies of ALL question papers for Semester I Examinations		■		
November 9 - 20	Issuing of Examination Cards. Students collecting after the deadline date are required to pay the late fee penalty.	■			
November 11	English language Proficiency Test				■
November 13	Briefing Session for Invigilators	■			
	Submission Deadline for Mid-Semester results				■
	Deadline for First Examiners to go to Registry to scrutinize the <b>FINAL VERSION</b> of question papers.				■
November 17	Briefing Session for Invigilators				■
November 19	Briefing Session for Invigilators		■	■	

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>NOVEMBER 2015</b>					
November 20	Deadline for students to notify Registry (Admissions) of discrepancies in registration information on Examination Cards/Examination Schedule	■	■	■	■
November 23 - 27	Deadline for First Examiners to go to Registry to scrutinize the <b>FINAL VERSION</b> of question papers.	■	■		
November 25- 27	Deadline for First Examiners to go to Registry to scrutinize the <b>FINAL VERSION</b> of question papers.			■	
November 27	<b>TEACHING ENDS</b>	■	■	■	■
November 28	<b>TEACHING ENDS (Weekend Programme Mona)</b>		■		

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>DECEMBER 2015</b>					
December 2	<b>SEMESTER I EXAMINATIONS BEGIN</b>	■	■	■	■
December 4	English Language Proficiency Test <b>9.00 A.M.</b>		■		
December 18	<b>SEMESTER I EXAMINATIONS ENDS</b>	■	■	■	■
	<b>SEMESTER I ENDS</b>	■	■	■	■



Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>2016</b>					
<b>JANUARY 2016</b>					
January 5	<b>Deadline for first Examiner/Primary Examiner to submit results/enter marks in grade book, where applicable.</b>	■	■	■	■
January 11 - 15	Faculties' Board of Examiners' Meetings	■	■	■	■
January 15	Deadline for returning scripts to Examinations Section	■	■	■	■
	Deadline for publication of Semester I Results	■	■	■	■
January 17	<b>SEMESTER II BEGINS</b>	■	■	■	■
January 18	<b>TEACHING BEGINS</b>	■	■	■	■
January 18 - 29	Application period for Remarks/Go through/Consultation/ Discussion – Semester I	■	■	■	■

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>FEBRUARY 2016</b>					
February 3	Special Meeting of Campus Committee on Examinations			■	
February 5	Deadline for Submission of Mid-Semester Question Papers				■
	Special Meeting of Campus Committee on Examinations	■			
February 7	Commemoration Service – 9.00A.M.		■		
February 9	Grade Book Opens for entry of Semester II marks	■		■	
February 10	Special Meeting of Campus Committee on Examinations		■		
February 11	Special Meeting of Campus Committee on Examinations				■
February 12	Deadline date for submission of Mid Semester Question Papers		■		
February 18	English Language Proficiency Test			■	
February 22	Publication of Draft Semester II Examinations Time Table	■	■	■	■
February 26	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.	■	■	■	■

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>MARCH 2016</b>					
March 7-18	Mid-Semester Examinations		■		■
March 10 - 17	Phase 1C MBBS Examinations			■	
March 16	English Language Proficiency Test				■
March 18	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)	■	■	■	
March 21	Examiners Meeting Phase 1C MBBS Examinations			■	
March 24	Publication of <b>FINAL</b> Semester II Examinations Time Table	■	■	■	■
March 29 – April 8	Issuing of Examination cards. Students collecting after the deadline date are required to pay the late fee penalty. (Reg. 81 (iv))	■			

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>APRIL 2016</b>					
April 7	Briefing Session for Invigilators				■
April 8	Deadline for First Examiners to scrutinise <b>FINAL VERSION</b> of question papers at the relevant Registry				■
	Briefing session for Invigilators	■			
	Deadline for students to notify Registry (Admissions) of discrepancies in registration information on Examination Cards/Examination Schedule	■	■	■	■
April 14	Briefing Session for Invigilators		■	■	
April 15	<b>TEACHING ENDS</b>	■	■	■	■
April 16	<b>TEACHING ENDS (Weekend Programme)</b>		■		
April 17 - 24	Semester Break	■	■	■	■
April 18	English Language Proficiency Test	■			
April 18 - 22	Deadline for First Examiners to scrutinise <b>FINAL VERSION</b> of question papers at the relevant Registry.	■	■	■	
April 22	English Language Proficiency Test <b>1.00 P.M.</b>		■		
April 24	Valedictory Service		■		
April 25	<b>SEMESTER II EXAMINATIONS BEGIN</b>	■	■	■	■

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>MAY 2016</b>					
May 13	<b>SEMESTER II EXAMINATIONS ENDS</b>	■	■	■	■
	<b>SEMESTER II ENDS</b>	■	■	■	■
	Phase 1A and 1B Board of Examiners Meeting			■	
May 16	<b>SUMMER SCHOOL BEGINS</b>			■	
May 23	<b>SUMMER SCHOOL BEGINS</b>	■			■
May 27	Special Meeting of Campus Committee on Examinations	■			
	<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 2016</b>					
June 1	<b>SUMMER SCHOOL BEGINS</b>		■		
	Deadline for Submission of Question Papers for Summer				■
June 6 – 10	Faculties' Board of Examiners' Meetings	■	■	■	■
June 10	Deadline for returning scripts to Examinations Section	■	■	■	■
June 13	Grade Book opens for entry of Summer/Supplemental/Resit examinations marks	■		■	
June 13 - 24	Application period for Remarks/Go through/Consultation/Discussion – Semester II	■		■	■
June 17	Deadline for Publication of Semester II Results	■		■	■
	Publication of <b>DRAFT</b> Supplemental/Summer School/Re-sit Examinations Time Table	■	■	■	■
	Deadline date for submission of Question Papers for Summer		■	■	
June 20 - 24	Examinations Registrars'/University Examiners' Meetings ALL Faculties except Faculties of Medical Sciences and Engineering held at Cave Hill Campus	■	■	■	■
June 20 – July 1	Application period for Remarks/Go through/Consultation/Discussion – Semester II		■		
June 29	Special Meeting of Campus Committee on Examinations		■		
June 27 – July 1	Issuing of Examination cards. Students collecting after the deadline date are required to pay the late fee penalty.	■			

Date	Event	Cave Hill	Mona	St. Augustine	Open Campus
<b>JULY 2016</b>					
July 1	Publication of FINAL Supplemental/Summer School/Re-sit Examinations Time Table.	■	■	■	■
	Online Examination Schedule Available by Registries		■	■	
	<b>TEACHING ENDS</b>	■			
July 5	Special Meeting of Campus Committee on Examinations				■
July 8	<b>TEACHING ENDS</b>		■	■	■
July 11 - 22	Summer School/Supplemental/Re-sit Examinations. (N.B. Supplementals for those Faculties whose regulations permit)	■		■	■
July 18 - 29	Summer School Supplemental/Re-sit Examinations. (N.B. Supplementals for those Faculties whose regulations permit)		■		
July 22	<b>SUMMER SCHOOL ENDS</b>	■		■	■
July 29	<b>SUMMER SCHOOL ENDS</b>		■		

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 Grade Book, where applicable</b>	■	■	■	■
August 9	English Language Proficiency Test				■
August 12	English Language Proficiency Test <b>9.00 A.M.</b>		■		
August 12	Special Meeting of Campus Committee on Examinations	■			
August 15- 19	Faculties' Board of Examiners' Meetings	■	■	■	■
August 19	Deadline for returning scripts to Examinations Sections	■	■	■	■
August 22	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		■		
September 5	Special Meeting of Campus Committee on Examinations			■	
September 7	Special Meeting of Campus Committee on Examinations				■



## NOTES

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