



ACADEMIC CALENDAR

(2016 E.C, 2024 G.C.)

(Second Term)

Faculty of Distance Education

S/ N	Core Activities	Time Frame	Responsible Unit	Remark
1	Registration of Fresh Students Starts	February 5, 2024	Admission and /or Registration Officer /s	*
2	Compiling of Students' grades	Feb. 5 – Feb. 18 ,2024	Admission and /or Registration Officer/s	
3	Registration of Non- fresh Students Starts	February 19, 2024	Admission and /or Registration Officer/s	
4	Registration of Non- fresh Students Ends	March 22,2024	Admission and /or Registration Officer/s	
5	Conduction First Round Tutorial Session	March 30 & 31,2024	Center Coordinators	
6	Conducting Second Round Tutorial Session	April 20 & 21,2024	Center Coordinators	
7	Last date of submitting Soft Copy of Final Exam to the Production Unit	April 5, 2024	Instructors	
8	Last Date of Submitting “Exam Requisition” to the Production Unit	April 5, 2024	Exam Administrator and Department Head's	
9	Conducting/ giving Final Examination	May 18& 19,2024	Faculty of Distance Education	
10	Deadline for return Final Exams to the Production Unit	May 21 & 22,2024	Invigilators of each centers	
11	Last Date Arranging Sheets of Final Examinations For Correction (Marking)	May 23& 24,2024	The Production Unit / FDE	
12	Deadline of Distribution of Sheets Final Examinations for Correction (Marking)	May 25& 26,2024	Department Coordinators FDE	
13	Last Date of Submitting Corrected (Marked) Sheets of Examination Papers with their respective Mark- Lists to the Departments Coordinators of FDE	May 30& 31, 2024	Instructors	
14	Deadline of Submitting Mark-Lists Office of the Registrar	June 4 & 5, 2024	Department Heads of FDE and Exam Administrator	

N.B. * - Students registered from March 22, 2024– May 17, 2024 will be admitted in the next term