

COAST INSTITUTE OF TECHNOLOGY

COLLEGE CALENDAR: TERM III MAY -JULY 2022

DATE:	ACTIVITY
25 TH APRIL 2022	<ul style="list-style-type: none"> • Deadline for handing in schemes of work to the HODs by 4.30PM
26 TH APRIL 2022	<ul style="list-style-type: none"> • Final teaching time table harmonization at 2.00 PM
26 TH APRIL 2022	<ul style="list-style-type: none"> • Management and planning meeting
27 TH APRIL 2022	<ul style="list-style-type: none"> • Trainers meeting.
28 th APRIL 2022	<ul style="list-style-type: none"> • Deadline for handing in schemes of work to Quality Assurance office by 9:00AM.
28 TH APRIL 2022	<ul style="list-style-type: none"> • New students reporting
29 TH APRIL 2022	<ul style="list-style-type: none"> • Orientation for new students at 9:00 AM
29 TH APRIL 2022	<ul style="list-style-type: none"> • Continuing students reporting
29 TH APRIL 2022	<ul style="list-style-type: none"> • Departmental meetings at 9:00 AM
29 TH APRIL 2022	<ul style="list-style-type: none"> • Career sensitization and ILO induction for new trainees at 2:30 PM
2 ND MAY 2022	<ul style="list-style-type: none"> • Classes begin
10 TH MAY	<ul style="list-style-type: none"> • Departmental barazas
16 TH TO 20 TH MAY 2022	<ul style="list-style-type: none"> • Administer CAT 1
30 TH MAY 2021	<ul style="list-style-type: none"> • Departmental meetings to discuss CAT 1
3 RD JUNE 2022	<ul style="list-style-type: none"> • Internal audit planning
6 TH JUNE 2022	<ul style="list-style-type: none"> • End of term exam timetable ready
6 TH JUNE 2022	<ul style="list-style-type: none"> • Submission of end of term exams to the HODs
9 TH JUNE 2022	<ul style="list-style-type: none"> • Submission of end of term exams to Exam office from HODs
6 TH TO 10 TH JUNE 2022	<ul style="list-style-type: none"> • Setting and moderation of end term exams
8 TH AND 9 TH JUNE 2022	<ul style="list-style-type: none"> • Internal audit
6 TH TO 10 TH JUNE 2022	<ul style="list-style-type: none"> • Administer CAT 2
16 TH JUNE 2022	<ul style="list-style-type: none"> • Departmental meetings to discuss CAT 2
13 TH TO 17 TH JUNE 2022	<ul style="list-style-type: none"> • Photocopying and packaging of end of term exams.
17 TH JUNE 2022	<ul style="list-style-type: none"> • Sports day
20 ND JUNE	<ul style="list-style-type: none"> • Departmental meetings for workload allocation and timetabling for sept-Dec 2022
22 TH JUNE 2022	<ul style="list-style-type: none"> • Harmonization of timetable for Sept -Dec 2022
23 TH TO 30 TH JUNE 2022	<ul style="list-style-type: none"> • End term exams
30 TH JUNE 2022	<ul style="list-style-type: none"> • Management review meeting
1 ST JULY 2022	<ul style="list-style-type: none"> • Closing day
15 TH JULYL 2022	<ul style="list-style-type: none"> • Deadline for filling in end of term marks by 4.00 PM
22 TH JULYL 2022	<ul style="list-style-type: none"> • Submission of Report on Evaluation of Tuition Program &End Term/Stage Analysis to the D/Principal by HOD at 8:30AM
29 RD JULY 2022	<ul style="list-style-type: none"> • College academic committee meets to discuss end of term and CAT examination result at 9.00 AM

Prepared by: Anselim Mwakio

D/Registrar

Checked by: Geoffrey Nyambeche

Registrar

Approved by: Stephen N. Gofwah

Principal

Cc: D/Principals, Dean of Students, Examination Officer, All Academic HODs & All Heads of Sections.T05