COAST INSTITUTE OF TECHNOLOGY
COLLEGE CALENDAR
TERM III SEPT- DECEMBER 2021

DATE:	ACTIVITY
13TH SEPT 2021	• Final teaching time table harmonization at 2.00 PM
15th SEPT 2021	• Continuing students /Trainee from attachment reporting
15TH SEPT 2021	• Support Staff meeting at 3.00PM
15TH SEPT 2021	• Departmental academic meetings at 2.00 P.M
16TH SEPT 2021	• Final teaching time table harmonization at 2.00 PM
17TH SEPT 2021	• Deadline for handing in schemes of work to the HODs by 4.30PM
17th SEPT 2021	• Orientation for new students
1ST OCT 2021	• College Students' Barazas at 3:30 PM
4TH to 8th OCT 2021	• Setting and moderation of end term exams
14TH OCT 2021	• Submission of end of term exams to the HOD.
25TH to 29TH OCT 2021	• Administer CAT 1
2ND NOV 2021	• End of photocopying and packaging of end of term exams.
2nd NOV 2021	• Attachment orientation.
5th NOV 2021	• Interdepartmental ball games
6th NOV 2021	• College Community Day
9th to 19th NOV 2021	• End term exams
11th NOV 2021	• Department meeting for workload allocation &timetabling for January-April 2022
16th NOV 2021	• Harmonization of timetable for January-April 2022
22nd NOV TO 17th DECEMBER 2021	• KNEC examinations
29TH NOV 2021	• Deadline for filling in end of term marks by 4.00 PM
30TH NOV 2021	• Submission of Report on Evaluation of Tuition Program &End Term/Stage Analysis to the D/principal by HOD at 8:30AM
3RD DECEMBER 2021	• College academic committee meets to discuss end of term and CATI examination result at 9.00 AM

Prepared by: Anselim Mwakio
      D/Registrar
Cc: Principal, D/Principals, Dean of Students, Examination Officer, All Academic HODs &
         All Heads of Sections