



**GHANA INSTITUTE OF MANAGEMENT AND PUBLIC ADMINISTRATION (GIMPA)  
2018/2019 ACADEMIC CALENDAR FOR ALL DEGREE PROGRAMMES**

**FIRST SEMESTER**

Preparations for Registration start +/-2 months before registrations. Timetable must be finalized +/- 6 weeks before Registrations. Timetables must be loaded onto the system by the 2nd week of July. All fees must be raised by Finance by the end of July. School/faculty Administrators must do rialregistration before August 7.

**July, 2018**

30th

- Orientation for Faculty of Law Modular Students

**August, 2018**

Sat. 4th

- Orientation for all newly admitted students to Modular programmes

Sat. 25th

- Orientation for all newly admitted Undergraduate Evening students including post-first degree LLB students. Shifted to August 31, 2018

Mon. 27th

- Registration begins for 1st Semester 2018/2019 for all continuing students (Graduate & undergraduate) and fresh evening students (Graduate & Undergraduate).

Mon. 27th - Fri. 31st

- Pre-Semester Conference for 2018/2019 1st Semester and Training for Faculty (Regular & Adjunct) and Senior Members.

**September, 2018**

Sat. 1st

Mon. 3rd

Fri. 28th

**October, 2018**

Mon 1st to Sun 7th

Fri - Sat 5th & 6th

Mon. 8th

Mon. 8th

- Orientation for Evening Masters' students

- Lectures begin for all students – Evening Fresh and Continuing Students (Graduate & Undergraduate)

- End of Registration for the 1st Semester, 2018/2019 academic year

*Run Exam admission option for all students.*

*Start with preparation for Examinations - +/- 6 week before Examinations start*

- Re-opening of Registration Cycle for students to register on Penalty

- Orientation for newly admitted WASSCE (Day) students (Level 100 & DMS)

- Registration begins for freshly admitted WASSCE (Day) students

- Lectures begin for newly admitted WASSCE (Day) students

Fri. 12th

Mon. 15th - Fri. 19th

**November, 2018**

Fri. 9th

Fri. 16th

Fri. 23rd

Thur. 29th

Fri. 30th

Mon. 26th- Fri. 30th

- Deadline for Lecturers to print class lists from the ERP

- Mid-Semester Examinations period for Evening Fresh and Continuing Students (Graduate & Undergraduate)

- Deadline for payment of all outstanding fee balances by all provisionally registered Students (Registration ends for fresh WASSCE (Day - Level 100 & DMS) students)

- Tema Campus matriculation for newly admitted undergraduate students

- Main Campus matriculation for newly admitted undergraduate students who have been duly registered, including post-first degree LLB students. Newly admitted students whose names are not on the provisional list of registered students will not be allowed to matriculate.

- Takoradi Campus - matriculation for newly admitted undergraduate students

- Kumasi Campus - matriculation for newly admitted undergraduate students

- Evaluation of Teaching Faculty by students

Mon. 26th - Fri. 30th

Fri. 30th

**December, 2018**

Mon. 3th - Fri. 7th

Mon. 10th

Fri. 21st

Fri. 21st

Fri. 21st

- Mid-Semester Examinations for newly admitted WASSCE (Day) students
- Lectures end for continuing students and August intakes (CA Cycle will be closed hereafter)

*Start preparations for second semester registrations. (Lecturing Timetable for second semester)*

- Revision week for continuing students and evening fresh students (Graduate & Undergraduate)

- End-of-Semester Examinations for continuing students and evening fresh students begin for only students whose names are on the final list of registered students. (Graduate & Undergraduate)

- End-of-Semester Examinations end for continuing students and August intakes

- First Semester ends for continuing students and August intakes

- Christmas break for newly admitted WASSCE students

## 2018/2019 ACADEMIC CALENDAR FOR ALL DEGREE PROGRAMMES

### SECOND SEMESTER

**January, 2019**

Wed. 2nd

Fri. 4th

Fri. 4th

Mon. 7th – Fri 11th

Mon. 7th

Wed. 9th – Fri. 11th

Mon. 14th

Fri. 18th

- Classes resume for fresh (WASSCE) students

- Deadline for submission of Examination Grades/Scripts for continuing students and Evening fresh students to the Schools by Lecturers (Grades due 2 weeks after each examination paper is taken)

- End of 1st Semester lectures for fresh (WASSCE-Day) students

- Revision week for fresh (WASSCE-Day) students

- January 2018 session for modular graduate students begins

- Moderation of Scripts/Grades and release of provisional examination results for continuing students and August intakes by Schools

- End-of-semester exams begin for fresh (WASSCE-Day) students

- Publication of approved 1st semester examination results

Fri. 25th

Wed. 16th – Fri. 18th

Mon. 28th

**February, 2019**

Mon. 4th

Fri. 8th

Fri. 15th

**March, 2019**

Monday 4th

- End-of-1st Semester exams for fresh (WASSCE-Day) students end.  
{Grades are due 2 weeks after each examination paper is taken}

- Moderation of Scripts/Grades and release of provisional examination results by Schools

-Registration begins for 2nd Semester 2018/2019 for continuing students, evening students and WASSCE (Day) students with payment of a minimum of 60% fees.

- Lectures begin for 2nd Semester for ALL students

- Deadlines for submission of Examination Grades/Scripts to the Schools by lecturers (Grades due 2 weeks after each examination paper is taken)  
- WASSCE (Day) students

- Registration ends for 2nd Semester 2018/2019

- Make available to Lecturers their class lists for the Semester

Mon.18th - Fri.22nd

**April, 2019**

Fri. 5th

Fri. 12th

Fri. 19th Mar – Thur.  
25th April

Fri. 26th

Mon 22nd -Fri 26th

Fri. 26th

Mon. 29th

- Mid-Semester Examinations for provisionally registered students

*Preparations for Examinations*

-Deadline for payment of all outstanding fee balances by all provisionally registered Students

-Deadline for submission of Undergraduate Projects

- Easter Break

-Lectures resume

-Evaluation of Teaching Faculty by students

-Lectures end for Final year students (CA Cycle will be closed hereafter)

-Revision week for Final Year Students starts

*Start preparation for New Academic Year Registrations. Prepare Lecturing Timetable for new year.*

**May, 2019**

Fri. 3rd

Fri. 3rd

Mon. 6th

Mon. 6th

Fri. 10th

Mon. 13th

Fri. 17th

Fri. 24th

Fri. 24th

Fri. 31st

-Revision week for Final Year Students ends

-Lectures end for Continuing Students

-Revision week for continuing Students begins

-End of Semester Examinations begin for Final Year Students

-Revision week for continuing Students ends

- End-of-Second Semester Examinations begin for only Continuing Students whose names are on the Final list of registered students for the semester

- End-of Second Semester Examinations end for Final Year Students

- End-of Second Semester Examinations for continuing students

- 2nd Semester ends

-Deadline for submission of final year students Examination Grades/Scripts to the Schools by Lecturers (Grades due 2 weeks after each examination paper is taken)



**June, 2019**

Mon. 3rd - Wed. 5th

Mon. 10th

Mon. 10th

Mon. 10th –Fri. 14th

Tues. 25th

**July 2019**

Fri. 26th

Sat. 27th

- Moderation of Scripts/Grades and release of provisional examination results of Final Year Students by Schools

- Release of final year students Semester results approved by the Academic Board

- Deadlines for submission of continuing students Examination Grades/Scripts to the Schools by Lecturers (Grades due 2 weeks after each examination paper is taken)

-Moderation of Scripts/Grades and release of provisional examination results of continuing students by Schools

- Release of continuing students' final semester exams results approved by the Academic Board

-19th Congregation for Masters

-19th Congregation Undergraduates