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.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>September, 2018</td>
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<tr>
<td>Sat. 1st</td>
<td>Orientation for Evening Masters’ students</td>
</tr>
<tr>
<td>Mon. 3rd</td>
<td>Lectures begin for all students – Evening Fresh and Continuing</td>
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<td>Students (Graduate &amp; Undergraduate)</td>
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<tr>
<td>Fri. 28th</td>
<td>End of Registration for the 1st Semester, 2018/2019 academic year</td>
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<td><em>Run Exam admission option for all students.</em></td>
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<td><em>Start with preparation for Examinations - +/- 6 week before Examinations start</em></td>
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<td>October, 2018</td>
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<tr>
<td>Mon 1st to Sun 7th</td>
<td>Re-opening of Registration Cycle for students to register on Penalty</td>
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<tr>
<td>Fri - Sat 5th &amp; 6th</td>
<td>Orientation for newly admitted WASSCE (Day) students (Level 100 &amp; DMS)</td>
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<tr>
<td>Mon. 8th</td>
<td>Registration begins for freshly admitted WASSCE (Day) students</td>
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<tr>
<td>Mon. 8th</td>
<td>Lectures begin for newly admitted WASSCE (Day) students</td>
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</table>
- 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 degre 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                  - Mid-Semester Examinations for newly admitted WASSCE (Day) students

Fri.    30th                                    - 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)

Fri.  21st                                    - Revision week for continuing students and evening fresh students
(Graduate & Undergraduate)

December, 2018
Mon.  3th - Fri. 7th

Mon.   10th                                  - 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)

Fri.  21st                                    - End-of-Semester Examinations end for continuing students and August intakes

Fri.  21st

Fri.  21st                                    - First Semester ends for continuing students and August intakes

Fri.  21st                                    - Christmas break for newly admitted WASSCE students
- 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
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
- 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.
<table>
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<th>Date</th>
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<tr>
<td>Fri. 3rd</td>
<td>Revision week for Final Year Students ends</td>
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<tr>
<td>Fri. 3rd</td>
<td>Lectures end for Continuing Students</td>
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<tr>
<td>Mon. 6th</td>
<td>Revision week for continuing Students begins</td>
</tr>
<tr>
<td>Mon. 6th</td>
<td>End of Semester Examinations begin for Final Year Students</td>
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<tr>
<td>Fri. 10th</td>
<td>Revision week for continuing Students ends</td>
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<tr>
<td>Mon. 13th</td>
<td>End-of-Second Semester Examinations begin for only Continuing Students</td>
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<tr>
<td>Fri. 17th</td>
<td>End-of-Second Semester Examinations end for Final Year Students</td>
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<tr>
<td>Fri. 24th</td>
<td>End-of-Second Semester Examinations for continuing students</td>
</tr>
<tr>
<td>Fri. 24th</td>
<td>2nd Semester ends</td>
</tr>
<tr>
<td>Fri. 31st</td>
<td>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)</td>
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June, 2019
Mon. 3rd - Wed. 5th

- 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

Mon. 10th

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

Mon. 10th – Fri. 14th

- 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

Tues. 25th

July 2019
Fri. 26th

-19th Congregation for Masters

Sat. 27th

-19th Congregation Undergraduates