



**AFRICA INTERNATIONAL UNIVERSITY (AIU)**

**2022/2023 AND 2023/2024 ACADEMIC AND RELATED DATES CALENDAR**

**(TRIMESTER SYSTEM)**

ACTIVITY	DATE	TIME	RESPONSIBLE OFFICE
<b>THIRD SEMESTER 2022/23</b>			
APRIL 2023 BLOCK COURSES	April 11 <sup>th</sup> to 28 <sup>th</sup> April 2023		
Orientation for April 2023 school-based intake exam for continuing school-based students and registration for April block units	11 <sup>th</sup> & 12 <sup>th</sup> April 2023		Deans/HODs/Registrar/ Finance
Classes begin for school-based students	13 <sup>th</sup> April – 28 <sup>th</sup> April 2023		Registrar/HODs
Modular classes Begin	3 <sup>rd</sup> – 14 <sup>th</sup> April 2023		Registrar/HODs
Orientation of May Intake students	9 <sup>th</sup> - 12 <sup>th</sup> May 2023		DOS/Registrar/Deans/ Clinic/Finance/IT
Grades Due - For 2 <sup>nd</sup> semester and school-based exams done in April 2023 - <i>N.B. All grades for students graduating in 2023 are due</i>	12 <sup>th</sup> May 2023		HODs
ODEL: Instructor & LMS orientation	8 <sup>th</sup> - 12 <sup>th</sup> May 2023		ODEL Director
Orientation/training for staff and Lecturers	10 <sup>th</sup> May 2023		QA/Deans/Registrar
Regular Classes (3 <sup>rd</sup> Semester) Begin	15 <sup>th</sup> May 2023		
PhD Seminars and other Block classes	As declared and scheduled by departments		HODs/Deans
Academic Boards (Departmental) Exam Moderation	15 <sup>th</sup> – 19 <sup>th</sup> May 2023		HODs
External Moderation	22 <sup>nd</sup> to 27 <sup>th</sup> May 2023		Registrar/DVCAA
Add and Drop Courses	29 <sup>th</sup> May 2023 – 2 <sup>nd</sup> June 2023		Registrar/HODs
Academic School Boards (SEAS, NEGST, SBE)	31 <sup>st</sup> May 2023		

<b>ACTIVITY</b>	<b>DATE</b>	<b>TIME</b>	<b>RESPONSIBLE OFFICE</b>
Public Holiday (Madaraka)	1 <sup>st</sup> June 2023		
Student Academic Colloquium	2 <sup>nd</sup> June 2023		ISAR
Deans Committee	5 <sup>th</sup> June 2023		DVCAA&R/Registrar
Senate – Receiving grades	7 <sup>th</sup> June 2023		VC/Registrar
Intellectual Rights Training	9 <sup>th</sup> June 2023		ISAR
Class Withdrawal Ends (deregistration)	12 <sup>th</sup> June 2023		Finance Director
Book Launch	14 <sup>th</sup> June 2023		ISAR
ODEL: Mid-term examinations & Course Residencies	19 <sup>th</sup> - 23 <sup>rd</sup> June 2023 (6 <sup>th</sup> week)		ODEL Director
Special Senate – Approval of Graduating Students	21 <sup>st</sup> June 2023		VC/Registrar
Graduation	7 <sup>th</sup> July 2023		Senate/Registrar
Classes End	21 <sup>st</sup> July 2023		
End of Semester III Examination	31 <sup>st</sup> July – 11 <sup>th</sup> August 2023		Registrar/HODs/Deans
Pre- Registration (Semester I 2023/24 Academic Year)	7 <sup>th</sup> August 2023		Registrar/HODs
<b>AUGUST 2023 BLOCK COURSES</b>	7 <sup>th</sup> – 25 <sup>th</sup> August 2023		
- Orientation for New August school-based and modular students - Exam for continuing school-based and modular students (for block courses done in April 2023)	3 <sup>rd</sup> & 4 <sup>th</sup> August 2023		Deans/HODs/Registrar/ Finance/Clinic/IT
Classes begin for August school-based	7 <sup>th</sup> August – 26 <sup>th</sup> August 2023		Registrar/HODs
Semester Break (Regular Students)	14 <sup>th</sup> August – 25 <sup>th</sup> August 2023		
<b>2023/2024 ACADEMIC YEAR</b>			
<b>REGULAR SEMESTER I 2023/2024</b>			
- Orientation and Registration for Regular, Evening and E-learning New students - Final Registration for Continuing Regular, Evening and E-learning Students	29 <sup>th</sup> August – 1 <sup>st</sup> September 2023		DOS/Registrar/Deans/Clinic/ Finance/IT DOS/Registrar/Deans/Clinic/ Finance/IT
ODEL: Instructor & LMS orientation	29 <sup>th</sup> August – 1 <sup>st</sup> September 2023		ODEL Director
Orientation/training for staff and Lecturers	30 <sup>th</sup> August 2023		QA/Deans/Registrar
Grades Due	1 <sup>st</sup> September 2023		HODs
1 <sup>st</sup> Semester 2023/24 Classes Begin	4 <sup>th</sup> September 2023		Registrar/HODs/Deans

ACTIVITY	DATE	TIME	RESPONSIBLE OFFICE
PhD Seminars and other Block classes	As Declared and Scheduled by Departments		HODs/Deans
Academic Boards (Departmental) Exam Moderation 3 <sup>rd</sup> semester and school-based exams	4 <sup>th</sup> – 8 <sup>th</sup> September 2023		HODs
Academic School Boards (SEAS, NEGST, SBE)	13 <sup>th</sup> September 2023		Deans of Schools
Add and Drop Courses	4 <sup>th</sup> September – 15 <sup>th</sup> September 2023		HODs/Registrar
Deregistration	18 <sup>th</sup> September 2023		Finance Director
Deans Committee	20 <sup>th</sup> September 2023		DVCAA&R/Registrar
Senate – Receiving grades	27 <sup>th</sup> September 2023		VC/Registrar
Students' Disciplinary Committee	3 <sup>rd</sup> October 2023		DVCAA&R/ Registrar
Convocation	4 <sup>th</sup> October 2023		Senate/Registrar
AIU Biennial Conference	24 <sup>th</sup> - 26 <sup>th</sup> Oct. 2023		ISAR
Symposium	15 <sup>th</sup> November 2023		ISAR
Regular Deans Committee	22 <sup>nd</sup> November 2023		DVCAA/Registrar
Regular Senate Meeting	29 <sup>th</sup> November 2023		VC/Registrar
NOVEMBER/DECEMBER 2023 BLOCK CLASSES	November 27 <sup>th</sup> – December 15 <sup>th</sup> 2023		
- Orientation for December 2023 school-based intake - Exam for continuing school-based and block students - Registration for December Block units	23 <sup>rd</sup> & 24 <sup>th</sup> November 2023		Deans/Registrar/HODs
Classes End	1 <sup>st</sup> December 2023		
Exam Week (Regular, Evening &E-Learning)	4 <sup>th</sup> December – 15 <sup>th</sup> December 2023		Registrar
Pre- Registration (Semester II 2023/24 Academic Year)	11 <sup>th</sup> December 2023		Registrar/Finance Director
SEMESTER BREAK	18 <sup>th</sup> December 2023 - 2 <sup>nd</sup> January 2024		
<b>REGULAR SEMESTER II 2023/24 ACADEMIC YEAR</b>			
Orientation and Registration for Regular, Evening and E-learning new students Final Registration for Regular Students	2 <sup>nd</sup> January – 5 <sup>th</sup> January 2024		DOS/Registrar/Deans/Clinic /Finance/IT
ODEL: Instructor &LMS orientation	2 <sup>nd</sup> - 5 <sup>th</sup> January 2024		ODEL Director
Orientation/training for staff and Lecturers	3 <sup>rd</sup> January 2024		QA/Deans/Registrar
Grades Due	5 <sup>th</sup> January 2024		HODs
Regular Classes Begin for Sem. 2	8 <sup>th</sup> January 2024		Registrar/HODs/Deans

ACTIVITY	DATE	TIME	RESPONSIBLE OFFICE
PhD Seminars and other Block classes	As Declared and Scheduled by Departments		HODs/Deans
Academic Boards (Departmental) Exam Moderation	8 <sup>th</sup> January – 12 <sup>th</sup> January 2024		HODs/Deans
Academic School Boards (SEAS, NEGST, SBE, ISAR)	January 17 <sup>th</sup> 2024		Deans of Schools
Add and Drop Courses	8 <sup>th</sup> January 2024 – 19 <sup>th</sup> January 2024		Registrar/HODs
Deregistration	22 <sup>nd</sup> January 2024		Finance Director
Deans Committee	24 <sup>th</sup> January 2024		DVCAA&R/Registrar
Senate – Receiving grades	31 <sup>st</sup> January 2024		VC/Registrar
Students' Disciplinary Committee	6 <sup>th</sup> February 2024		DVCAA&R/ Registrar
ODEL: Mid-term examinations & Course Residencies	12 <sup>th</sup> February – 16 <sup>th</sup> February 2024		ODEL Director
Manuscript Writing Training	28 <sup>th</sup> February 2024		ISAR Director
Culture week	4 <sup>th</sup> March – 9 <sup>th</sup> March 2024		DOS
Career Day Event	20 <sup>th</sup> March 2024		Career Services and Students Placement Office
Good Friday	29 <sup>th</sup> March 2024		
Easter Monday	1 <sup>st</sup> April 2024		
Classes End	5 <sup>th</sup> April 2024		
Exam Week (Regular, Evening & E-Learning Students)	8 <sup>th</sup> – 19 <sup>th</sup> April 2024		Registrar/HODs/Deans
Pre-Registration Open	15 <sup>th</sup> April 2024		HODs/Registrar/Finance
Regular Deans committee	10 <sup>th</sup> April 2024		DVCAA&R/Registrar
Regular Senate meeting	24 <sup>th</sup> April 2024		VC/Registrar
<b>APRIL 2024 BLOCK COURSES</b>	<b>April 8<sup>th</sup> to 26<sup>th</sup> April 2024</b>		
Orientation for April 2024 school-based intake exam for continuing school-based students and registration for April block units	15 <sup>th</sup> & 16 <sup>th</sup> April 2024		Deans/HODs/Registrar/ Finance
<b>PUBLIC HOLIDAY</b>	May 1 <sup>st</sup> 2024		
Semester Break (Regular Students)	22 <sup>nd</sup> April 2024 – 3 <sup>rd</sup> May 2024		
<b>THIRD SEMESTER 2023/24</b>			
- Orientation of May Intake students	7 <sup>th</sup> - 10 <sup>th</sup> May 2024		DOS/Registrar/Deans/Clinic/ Finance/IT
Grades Due - grades for 2 <sup>nd</sup> semester and school-based exams done in April	10 <sup>th</sup> May 2024		HODs

ACTIVITY	DATE	TIME	RESPONSIBLE OFFICE
<i>- N.B. All grades for students graduating in 2024 are due</i>			
Orientation/training for staff and Lecturers	8 <sup>th</sup> May 2024		QA/Registrar
ODEL: Instructor &LMS orientation	7 <sup>th</sup> - 10 <sup>th</sup> May 2024		ODEL Director
3 <sup>rd</sup> Semester Classes Begin	13 <sup>th</sup> May 2024		
PhD Seminars and other Block classes	As declared and Scheduled by Departments		HODs/Deans
Add and Drop of Courses Ends	13 <sup>th</sup> May - 24 <sup>th</sup> May 2024		Registrar/HODs
Academic Boards (Departmental) Exam Moderation	13 <sup>th</sup> – 17 <sup>th</sup> May 2024		HODs
International Research conference	13 <sup>th</sup> – 17 <sup>th</sup> May 2024		ISAR
Academic School Boards (SEAS, NEGST, SBE, ISAR)	22 <sup>nd</sup> May 2024		Deans of Schools
Public Holiday (Madaraka)	1 <sup>st</sup> June 2024		
Deans Committee	29 <sup>th</sup> May 2024		DVCAA&R/Registrar
Student Academic Colloquium	31 <sup>st</sup> May 2024		ISAR
Senate – Receiving grades	5 <sup>th</sup> June 2024		VC/Registrar
Intellectual Rights Training	7 <sup>th</sup> June 2024		ISAR
Students’ Disciplinary Committee	11 <sup>th</sup> June 2024		DVCAA&R/ Registrar
Class Withdrawal Ends (deregistration)	13 <sup>th</sup> June 2024		Finance Director
ODEL: Mid-term examinations &Course Residencies	17 <sup>th</sup> - 21 <sup>st</sup> June 2024 (6 <sup>th</sup> week)		ODEL Director
Special Senate- Approval of Graduating Students	19 <sup>th</sup> June 2024		VC/Registrar
Book Launch	21 <sup>st</sup> June 2024		ISAR
Graduation	July 5 <sup>th</sup> 2024		Senate/Registrar
Classes End	19 <sup>th</sup> July 2024		
End of Semester III Examination	29 <sup>th</sup> July – 9 <sup>th</sup> August 2024		Registrar/HODs/Deans
Pre- Registration (Semester I 2024/25 Academic Year)	5 <sup>th</sup> August 2024		Registrar/HODs
AUGUST 2024 BLOCK COURSES	5 <sup>th</sup> – 23 <sup>rd</sup> August 2024		
Orientation for August school-based and modular students Exam for continuing school-based and modular students (For courses done in April 2024)	1 <sup>st</sup> & 2 <sup>nd</sup> August 2024		Deans/HODs/Registrar/Finance/Clinic/IT
Classes begin for August school-based	5 <sup>th</sup> August – 23 <sup>rd</sup> August 2024		Registrar/HODs
SEMESTER BREAK (Regular Students)	12 <sup>th</sup> – 23 <sup>rd</sup> August 2024		

ACTIVITY	DATE	TIME	RESPONSIBLE OFFICE
<b>REGULAR SEMESTER I 2024/2025</b>			
Orientation and Registration for Regular, Evening and E-learning new students Final Registration for Regular Students	27 <sup>th</sup> August – 30 <sup>th</sup> August 2024		DOS/Registrar/Deans/Clinic /Finance/IT DOS/Registrar/Deans/Clinic /Finance/IT
ODEL: Instructor & LMS orientation	27 <sup>th</sup> August – 30 <sup>th</sup> August 2024		ODEL Director
Grades Due	30 <sup>th</sup> August 2024		HODs
Classes Begin- 1 <sup>st</sup> Semester 2024/25	2 <sup>nd</sup> September 2024		Registrar/HODs/Deans
PhD Seminars and other Block classes	As Declared and Scheduled by Departments		HODs/Deans
Add and Drop of Courses Ends	2 <sup>nd</sup> September - 13 <sup>th</sup> September 2024		HODs/Registrar
Academic Boards (Departmental) Exam Moderation 3 <sup>rd</sup> semester and April 2024 school-based exams	2 <sup>nd</sup> - 6 <sup>th</sup> September 2024		HODs
Academic School Boards (SEAS, NEGST, SBE, ISAR)	11 <sup>th</sup> September 2024		Deans of Schools
Deans Committee	18 <sup>th</sup> September 2024		DVCAA&R/Registrar
Senate – Receiving grades	25 <sup>th</sup> September 2024		VC/Registrar
Students' Disciplinary Committee	1 <sup>st</sup> October 2024		DVCAA&R /Registrar

### NOTES

- **The CUE (Commission for university Education) Regulations for semester system requires a minimum of 15 weeks per semester, 13 weeks in class and two weeks for examination.**
- **The May Semester will run for 13 weeks. Courses will be taught for 4 CHs per week for 10 weeks and a reading week is provided on the 11<sup>th</sup> week. Exams will be done on the 12<sup>th</sup> week and the 13<sup>th</sup> week.**
- **Contact hours for modular, school-based and other modes of delivery of courses are also equated to CUE requirements.**
- **Students are expected to be fulltime for two consecutive semesters to complete one academic year.**
- **Lecturers teaching more than the annual workload requirement can be encouraged to take paid extra load. HODs will need to report workload allocation to the DVCAA through the Deans every year.**
- **Students' admission will happen in every semester.**
- **Orientation period is for new students and staff training/orientation.**
- **Evening students and other weekly classes e.g. 1 day a week are to run along the regular semester dates.**
- **E-Learning students should also run along the regular semester or block courses.**
- **Meeting times for Modular students such as D. Min, MAOL, PhD, and other programmes must be declared to the DVCAA and the Registrar in advance and students must keep registration dates set for the semesters when their classes fall.**
- **School-based students meet thrice in a year during the School holidays in Kenya (August, December and April).**

*Approved by the University Senate*

*July 20, 2022*