Programmes and Assessment

STUDENT SERVICES CENTRE

UNIVERSITY OF LEEDS

Timeline of Events & Communications for 2020/21

(Including Forward Planner for 2021/22)
Last updated 20 May 2021

		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Tue	1	*University closed – August Bank Holiday*			
Wed	2	August re-assessment marking period (2019/2020)	Dec 2020 Ceremony Schedule: Requests for dates and times sent to Deans of Faculty, Heads of School and School Ceremony Contacts (deadline 25 Sep)	▪ Final warning to Aug starters regarding registration & ID check deadlines ▪ Registration opens for new students. Module enrolment opens for new UG students.	**Timetabling** - TP students and new UG students select optional modules using online enrolment (ongoing circa 8 weeks)
Thu	3				
Fri	4	**Deadline for Schools** to return Past Exam Papers form to A&P	**Deadline for Students** to clear debts for inclusion in Sept pass lists		
Sat	5				
Sun	6				
Mon	7			**Deadline for Aug Starters** to register and complete ID check (students made withdrawn after this date – Schools emailed regarding action required)	
Tue	8				
Wed	9				
Thu	10		International Registration (09:00 – 17:00 daily)		
Fri	11				**Timetabling -** Room allocations fixed. Finalised timetable published.
Sat	12				
Sun	13				
Mon	14	**12:00 Deadline for Schools** to submit re-assessment results to A&P		**Deadline for Schools** to enter code of 07 for students with exhausted resit attempts	
Tue	15				
Wed	16	▪ Official award date (August resitters) ▪ August Results released to students on web (12:00) ▪ Internal and External Students able to apply online for Carried Module resits (deadline 23 Oct) ▪ Reminder to schools to check 07 progression codes and to contact students (deadline 18 Sep)			
Thu	17				
Fri	18	▪ **Deadline for Schools** to flag 2020/21 1st attempt resits in Progression Tool SWAPRGT and submit SWRPRFA report to A&P (UG students) ▪ **Deadline for Schools** to write to 07 progression code students	**Deadline for Schools** to return Dec ceremony schedule to Events	**Deadline for Schools** to complete Post-August Progression exercise	
Sat	19				
Sun	20				
Mon	21		▪ Registration Week (09:00-17:00 daily) ▪ Provisional Schedule for Dec Ceremonies sent to Deans of Faculty, Heads of School and School Ceremony Contacts (deadline 25 Sep)	**Deadline for Schools** to submit reinstatement request for Aug starters made withdrawn due to failure to register/complete ID check.	
Tue	22	▪ Jan 2021 assessment schedules sent to Schools for checking/updating (deadline 13 Oct) ▪ **Deadline for Schools** to check 07 progression codes are correct			
Wed	23	A&P to write to students with exhausted resit attempts (progression code 07) informing them they must permanently withdraw			**Fees - Session/Term Start**: Tuition fees charged from start date if registration and ID check completed. Non-standard start dates will be charged from their Banner start date.
Thu	24			Module Enrolment closes	
Fri	25		**Deadline for Schools** to notify Events of concerns re. Provisional Schedule for Dec Ceremonies		
Sat	26				
Sun	27				
Mon	28	**Teaching begins (Sept starters) Session 2020/2021**			
Tue	29				
Wed	30				

*A separate timeline for Timetabling processes is available at http://ses.leeds.ac.uk/timetable/timelines
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		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Thu	1			Registration begins for Nov starters – schools informed	
Fri	2		December Ceremonies Schedule published		
Sat	3				
Sun	4				
Mon	5	Process run to identify permanent leavers who may be eligible for HED/HEC – classification sheets sent to schools for approval			
Tue	6				
Wed	7				
Thu	8				
Fri	9			▪ Early warning email sent to schools regarding EL Sep starters (deadline **26 Oct**) ▪ Early warning email sent to schools regarding Sep starters who haven't completed ID check (deadline **26 Oct**)	
Sat	10				
Sun	11				
Mon	12		Instructions on registering Graduation Choices sent to Finalists eligible to attend the Dec Ceremony via Minerva and email. (Awarded students will be contacted separately by post)	P&A (Ops) to distribute January compulsory block/module reports for schools to check and amend (deadline 30 Oct)	**Timetabling** - Commence timetable data modification and revised scheduling process for semester 2 taking into account UoL strategic approach.
Tue	13	**Deadline for Schools** to return Jan 2021 assessment schedules to A&P			
Wed	14		Graduation Registration opens for students eligible to attend in Dec 2020		
Thu	15		▪ Invitations sent to Dec Ceremony Presenters (deadline 11 Nov) ▪ Staff Gown Hire email sent to Academic Staff for Dec Ceremonies (deadline 25 Nov)		
Fri	16			▪ Early warning email sent to schools regarding EL Oct starters (deadline **02 Nov**) ▪ Early warning email sent to schools regarding Oct starters who haven't completed ID check (deadline **02 Nov**)	
Sat	17				
Sun	18				
Mon	19			Final warning to Sep starters regarding registration & ID check deadlines	
Tue	20				
Wed	21				
Thu	22				
Fri	23	▪ **Deadline for Students** to add/drop modules taught this semester and be signed up in Schools (fee may apply thereafter) ▪ **Deadline for Students** to apply for Carried Module Resits (including External Resits) (late fee applies after this date) ▪ **Deadline for Students** to notify A&P of religious commitments during Jan 2021 assessment period ▪ **Deadline for Students** to submit evidence to Disability Services for Jan 2021 assessments			
Sat	24				
Sun	25				
Mon	26			▪ **Deadline for Sep Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). ▪ Final warning to Oct starters regarding registration & ID check deadlines	
Tue	27				
Wed	28			Council Tax exemption file sent to Leeds, Wakefield, Bradford and Kirklees Councils	
Thu	29				
Fri	30	Results page on Student Services switched off (until 19 Nov)		**Deadline for Schools** to return Jan compulsory block amendments to P&A (Ops)	
Sat	31				

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		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Sun	1				
Mon	2	Assessment timetable data taken from Banner (Jan 2021 assessments)	▪ Debt emails sent to Dec Ceremony attendees owing money to the university (deadline 11 Nov) ▪ Prize Notification Spreadsheet set to Schools (deadline 20 Nov)	▪ **Deadline for Oct Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required) ▪ Registration begins for Dec starters – schools informed	
Tue	3				
Wed	4				
Thu	5				
Fri	6				
Sat	7				
Sun	8				
Mon	9			**Deadline for Schools** to submit reinstatement request for Sep starters made withdrawn due to failure to register/complete ID check.	
Tue	10				
Wed	11	**Deadline for Schools** to submit TP results to A&P	▪ **Deadline for Students** to clear university debts for inclusion in Dec ceremonies (Students owing money are removed from the Dec Ceremony List) ▪ **Deadline for Presenter Replies** for Dec Ceremonies		
Thu	12				
Fri	13	Draft Assessment Timetable for Jan 2021 published on web and emailed to schools (12:00)		▪ Early warning email sent to schools regarding EL Nov starters (deadline **30 Nov**) ▪ Early warning email sent to schools regarding Nov starters who haven't completed ID check (deadline **30 Nov**)	
Sat	14				
Sun	15				
Mon	16			**Deadline for Schools** to submit reinstatement request for Oct starters made withdrawn due to failure to register/complete ID check.	Timetabling - Semester 2 room allocations completed
Tue	17				
Wed	18				
Thu	19	▪ Official award date (mainly TP awards) ▪ Results released to students (mainly TP) (12:00) (resit applications deadline 25 Nov)	**Deadline for Students** to Register for Graduation		
Fri	20	**End of Week 8** – Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester.	▪ Degree Certificates and DSTs produced ▪ **Deadline for Schools** to Return of Prize Notification Spreadsheet		▪ Fees - Students with PG student loan excluded for non-payment on this date. ▪ Fees - Students registered on strength of tuition agreement form, who haven't resolved student finance issues, excluded for non-payment on this date.
Sat	21				
Sun	22				
Mon	23	**12:00 Deadline for Schools** to submit Jan 2021 Exam Papers	▪ Dec ceremony programmes produced and formatted for PCB ▪ Missing award checking in A&P for Dec ceremonies	Final warning to Nov starters regarding registration & ID check deadlines	
Tue	24	**Deadline for Schools** to flag 2020/21 TP 1st attempts in Progression Tool SWAPRGT and submit SWRPRFA report to A&P	Seat Numbers allocated to Dec ceremony attendees		
Wed	25	▪ **Deadline for Schools** to request changes following publication of Draft Assessment Timetable. ▪ **Deadline for TP Students** to submit external resit applications (late fee applies thereafter) or accept fallback awards if eligible.	**Deadline for Staff and Student** Gown Hire		
Thu	26	**Deadline for Disability** Services to finalise Assessment Access Arrangements on SWAMEDI			
Fri	27	Assessment Timetable (without venues) for Jan 2021 published on web and emailed to schools (12:00)	Prize Winners list produced for Dec ceremony programmes		
Sat	28				
Sun	29				
Mon	30		Events begins marking up December Ceremony programmes with manual additions	**Deadline for Nov Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	

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		Assessment & Progress	**Events**	**Operations**	**Timetabling & Fees***
Tue	1	Modified exams papers information emailed to schools			
Wed	2			▪ Registration begins for Jan starters - schools informed ▪ Module enrolment opens (10am) for Jan postgraduate starters	
Thu	3		Programmes to final print (NB: Only students awarded before this date will be included in the programme)		
Fri	4				
Sat	5				
Sun	6				
Mon	7				**Timetabling -** Check room allocations for semester 2 and ensure all staff and students are allocated to semester 2 activities
Tue	8				
Wed	9				
Thu	10				
Fri	11	▪ Assessment Timetable with Venues for Jan 2021 published on web and emailed to schools (12:00) ▪ List of students with Assessment Access Arrangements emailed to schools ▪ **Semester Teaching Ends**			
Sat	12				
Sun	13				
Mon	14		**December Degree Ceremonies**	**Deadline for Schools** to submit reinstatement request for Nov starters made withdrawn due to failure to register/complete ID check.	
Tue	15	▪ List of students sitting exams overseas emailed to schools ▪ Timetables emailed to students sitting exams overseas and institutions hosting exams			
Wed	16				
Thu	17			Module enrolment temporarily closes for Jan postgraduate starters whilst university closed for Christmas	
Fri	18		Certificates and Diploma Supplements sent to students to be conferred *in absentia* following Nov 2020 awards.		
Sat	19				
Sun	20				
Mon	21		Student records of ceremony attendees updated in Banner		
Tue	22				
Wed	23	Information for schools about Jan 2021 assessment period emailed to Exams Mailman list			
Thu	24	*University Closed – Christmas and New Year*			
Fri	25	*University Closed*			
Sat	26				
Sun	27				
Mon	28	*University Closed*			
Tue	29	*University Closed*			
Wed	30	*University Closed*			
Thu	31	*University Closed*			

		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Fri	1	*University Closed*			
Sat	2				
Sun	3				
Mon	4	Exam set-up		▪ Early warning email sent to schools regarding EL Dec starters (deadline **18 Jan**) ▪ Early warning email sent to schools regarding Dec starters who haven't completed ID check (deadline **18 Jan**) ▪ Registration begins for Feb starters – schools informed ▪ Module enrolment re-opens for Jan postgraduates	
Tue	5				
Wed	6				
Thu	7				
Fri	8				
Sat	9				
Sun	10				
Mon	11	**Jan 2021 Assessment Period** (09:00–12:00 and 14:00–17:00) ▪ January Starters arrival and induction	▪ July 2021 Degree Ceremony information updated on web ▪ July 2021 Degree Ceremony Schedule: Requests for dates and times sent to Deans of Faculty, Heads of School and Ceremony School Contacts (deadline Fri 22 Jan)	Final warning to Dec starters regarding registration & ID check deadlines	**Fees - Term 2 Start:** Returning students starting in January must have fees manually recalculated. Please provide Form R before this date.
Tue	12				**Fees -** Term 2 Tuition Fee Liability (Leavers on or after this date in term 2 will be charged for the full term)
Wed	13				
Thu	14				
Fri	15		Letters sent to Dec Ceremony Absentees requesting alternative graduation choice (deadline Fri 12 Feb)		
Sat	16	Assessments all day (if necessary)			
Sun	17				
Mon	18	**Teaching Begins** (Cohorts 3, 5 and 6)	Pending Finalists created in Banner	**Deadline for Dec Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	
Tue	19				
Wed	20				
Thu	21				
Fri	22	**Last day of Jan 2021 assessments**	**Deadline for Schools** to submit July Ceremony Schedule Requests (NB: We will not be able to take requests after this date due to tight schedule for publishing the Schedule)		
Sat	23				
Sun	24				
Mon	25	**Teaching Begins** (Cohorts 1, 2 and 4)			
Tue	26				
Wed	27		July Degree Ceremony Schedule: Student numbers run to produce schedule along with the School request list		
Thu	28			Council Tax exemption file sent to Leeds, Wakefield, Bradford and Kirklees Councils	
Fri	29				
Sat	30				
Sun	31				

Also during January: Main Student Loan Company (SLC) Attendance report submitted. Data provided is used to pay tuition fees to the University.

		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Mon	1		Prize Spreadsheet sent to Schools for checking and updating (deadline 19 Mar)	▪ **Deadline for Schools** to submit reinstatement request for Dec starters made withdrawn due to failure to register/complete ID check. ▪ Registration begins for Mar starters – schools informed	
Tue	2				
Wed	3				
Thu	4				
Fri	5			▪ Early warning email sent to schools regarding EL Jan starters (deadline **22 Feb**) ▪ Early warning email sent to schools regarding Jan starters who haven't completed ID checks (deadline **22 Feb**)	
Sat	6				
Sun	7				
Mon	8	May-June 2021 assessment schedules sent to Schools for checking/ updating (deadline 22 Feb)			
Tue	9				
Wed	10			Module enrolment guidance sent to schools	
Thu	11				
Fri	12	**Deadline for Cohort 3, 5 & 6 Students** to add or drop modules taught this semester and be signed up in Schools (fee may apply thereafter)	**Deadline for Dec Ceremony Absentees**. NB Students who have not provided an alternate graduation choice by this deadline will be sent out their certificate and be given no further opportunity to attend a Degree Ceremony.	▪ Early warning email sent to schools regarding EL Feb starters (deadline **01 Mar**) ▪ Early warning email sent to schools regarding Feb starters who haven't completed ID check (deadline **01 Mar**)	
Sat	13				
Sun	14				
Mon	15		▪ Certificates and Diploma Supplement Transcripts sent to Dec Ceremony Absentees and awarded students who failed to make a graduation choice ▪ Provisional Schedule for July Ceremonies sent to Deans of Faculty, Heads of School and School Ceremony Contacts (deadline 19 Feb)	Final warning to Jan starters regarding registration & ID check deadlines	
Tue	16				
Wed	17				
Thu	18				
Fri	19	▪ **Deadline for Cohort 1, 2 & 4 Students** to add or drop modules taught this semester and be signed up in Schools (fee may apply thereafter) ▪ **Deadline for Students** to notify A&P of religious commitments during May-June 2021 assessment periods ▪ **Deadline for School** to enter provisional Jan 2021 marks into Banner ▪ **Deadline for Students** to submit evidence to Disability Services for May-June assessment periods	**Deadline for Schools** to submit July Ceremony provisional schedule amendment requests		
Sat	20				
Sun	21				
Mon	22	**Deadline for Schools** to return checked and updated May-June 2021 assessment schedule to A&P	▪ List of Healthcare students eligible for July Ceremonies sent to Healthcare contact ▪ List of School of Medicine students eligible for July Ceremonies sent to Medicine contact	▪ **Deadline for Jan Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). ▪ Final warning to Feb starters regarding registration & ID check deadlines	
Tue	23				
Wed	24				
Thu	25				
Fri	26				
Sat	27				
Sun	28				

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		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Mon	1	**Extended (20/21) Only Deadline for Schools** to return checked and updated May-June 2021 assessment schedule to A&P		▪ **Deadline for Feb Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). ▪ Registration begins for Apr starters – schools informed	
Tue	2		Request for May Discovery Theme Fair Requirements sent to Theme Leaders (deadline 7 April)		
Wed	3				
Thu	4				
Fri	5				
Sat	6				
Sun	7				
Mon	8	(20/21 only) Assessment timetable data taken from Banner (May-June 2021 assessment periods) July resit schedule sent to Schools for checking/updating (IFY, LLLC and SWJTU resits only) (deadline 22 Mar)	July Degree Ceremony Schedule produced and published at http://students.leeds.ac.uk/graduation	**Deadline for Schools** to submit reinstatement request for Jan starters made withdrawn due to failure to register/complete ID check.	
Tue	9		July Degree Ceremonies created in Banner		
Wed	10				
Thu	11				
Fri	12	▪ **End of Week 8 (Cohorts 3, 5 & 6)** – Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester.		▪ Early warning email sent to schools regarding EL Mar starters (deadline **29 Mar**) ▪ Early warning email sent to schools regarding Mar starters who haven't completed ID check (deadline **29 Mar**)	
Sat	13				
Sun	14				
Mon	15			**Deadline for Schools** to submit reinstatement request for Feb starters made withdrawn due to failure to register/complete ID check.	
Tue	16				
Wed	17				
Thu	18				
Fri	19	**End of Week 8** (Cohorts 1, 2 & 4) – Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester. **Draft Timetable sent to Schools for review**	**Deadline for Schools** to submit checked and updated Prize Spreadsheet		
Sat	20				
Sun	21				
Mon	22	**Deadline for Schools** to return checked and updated July resit schedule to A&P (IFY, LLLC and SWJTU resits only)		Final warning to Mar starters regarding registration & ID check deadlines	
Tue	23				
Wed	24				
Thu	25	**Deadline for Disability Services** to finalise assessment access arrangements on SWAMEDI			
Fri	26	▪ **Teaching finishes for Easter**			
Sat	27				
Sun	28				
Mon	29	Modified exam papers information emailed to schools Student vacation begins		**Deadline for Mar Starters** to register and complete ID check (students made withdrawn after this date – School emailed regarding action required)	
Tue	30				
Wed	31	**12:00 Deadline for Schools** to request changes to assessment timetable following publication of Draft Timetable			

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Thu	1	*University Closed (p.m. only) - Easter*			
Fri	2	*University Closed*			
Sat	3				
Sun	4				
Mon	5	*University Closed*			
Tue	6	*University Closed*			
Wed	7	**17:00 Deadline for Schools** to submit May/June 2021 exam papers to A&P	**Deadline for Theme Leaders** to return May Discovery Theme Fair Requirements Form to Events (only requirements returned by this date can be met)	Registration begins for May starters – schools informed	
Thu	8				
Fri	9	▪			
Sat	10				
Sun	11				
Mon	12			▪ **Deadline for Schools** to submit reinstatement request for Mar starters made withdrawn due to failure to register/complete ID check. ▪ Taught student records rolled forward to 2021/2022 ready for registration (Sep/Oct start dates rolled to 2021/2022) ▪ Preparation for module enrolment begins ▪ Details of module/programme block checking exercise for 2021/2022 sent to schools. Dates requested for module enrolment.	
Tue	13				
Wed	14			Students notified of module enrolment opening times via Minerva and social media	
Thu	15				
Fri	16	▪ Assessment Timetable with Venues **for 3-14 May** published on web and emailed to schools (12:00) (for Cohorts 3 & 5) ▪ Assessment Timetable with Venues for 17 May-4 June 2021 published on web and emailed to schools (12:00) (for Cohorts 1, 2 & 4)		▪ Early warning email sent to schools regarding EL Apr starters (deadline **04 May**) ▪ Early warning email sent to schools regarding Apr starters who haven't completed ID check (deadline **04 May**)	
Sat	17				
Sun	18				
Mon	19				
Tue	20				
Wed	21				
Thu	22	Information for schools about May 2021 Assessment period emailed to A&P Mailman list			
Fri	23	▪ List of Cohort 1, 2 & 4 students with Assessment Access Arrangements emailed to schools			
Sat	24				
Sun	25				
Mon	26	▪ **Teaching recommences after Easter break (Cohorts 1, 2 & 4)** ▪ **Revision Week (Cohorts 3 & 5)**		Final warning to Apr starters regarding registration & ID check deadlines	**Fees** - Term 3 Tuition Fee Liability (Leavers on or after this date in term 3 will be charged for the full term)
Tue	27	▪ List of students sitting exams overseas emailed to schools ▪ Timetables emailed to students sitting exams overseas and institutions hosting exams			
Wed	28				
Thu	29	Information for schools about May-June 2021 assessment period emailed to Exams Mailman list			
Fri	30	▪ Information for Schools about Module Completion Codes exercise emailed to Exams Mailman list ▪ **Teaching Ends** (Cohorts 3 & 5)			

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		Assessment & Progress	Events (all dates TBC)	Operations	Timetabling* & Fees**
Sat	1			Web modules and programme catalogues go live for 2021/22	
Sun	2				
Mon	3	▪ *University Closed – May Day Bank Holiday* ▪ Semester 1 Assessment Period for Cohorts 3 & 5 **(09:00–12:00 and 14:00–17:00)**			
Tue	4	**Semester 1 Assessment Period for Cohorts 3 & 5 (09:00–12:00 and 14:00–17:00)**		▪ Registration begins for Jun starters – schools informed ▪ **Deadline for Apr Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	
Wed	5		Email sent to Taught Pending Finalists with instructions on how to register Graduation Choices and informing them of all deadlines for July Ceremonies (Debts, Gown Hire, Checking Awards etc) and asking them to ensure their Legal Name is correct		
Thu	6		Graduation Registration opens for students eligible to attend in July 2021		
Fri	7	**Teaching Ends (Cohorts 1, 2 & 4)**			
Sat	8	Assessments all day (if necessary)			
Sun	9				
Mon	10	▪ Revision week (Cohorts 1, 2 & 4) ▪ May/June 2021 Exam set-up			
Tue	11				
Wed	12				
Thu	13				
Fri	14	Last day of Semester 1 assessments for Cohorts 3 & 5		▪ Early warning email sent to schools regarding EL May Starters (deadline **02 Jun**) ▪ Early warning email sent to schools regarding May starters who haven't completed ID check (deadline **02 Jun**)	
Sat	15				
Sun	16				
Mon	17	▪ **May/June 2021 Assessment Period (Cohorts 1, 2 & 4)** (09:00–12:00 and 14:00–17:00) ▪ **Teaching begins** (Semester 2 for Cohort 5)	▪ Staff Gown Hire email sent to Academic Staff for July Ceremonies (deadline 1 Jul). ▪ Invitations sent to July Degree Ceremonies Presenters (deadline Fri 18 June)	**Deadline for Schools** to submit reinstatement request for Apr starters made withdrawn due to failure to register/complete ID check.	
Tue	18				
Wed	19				
Thu	20				
Fri	21				
Sat	22	Assessments all day (if necessary)			
Sun	23				
Mon	24			Final warning to May starters regarding registration & ID check deadlines	
Tue	25				
Wed	26				
Thu	27				
Fri	28		Prize Notification Spreadsheet sent to Schools asking for confirmation of prize winners (deadline 02 Jul)	**Deadline for Schools** to submit proposals for new and amended modules/programmes of study	
Sat	29	Assessments all day (if necessary)			
Sun	30				
Mon	31	*University Closed – Spring Bank Holiday*			

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		Assessment & Progress	Events (all dates TBC)	Operations	Timetabling* & Fees**
Tue	1	*University Closed*			
Wed	2	Process run to identify permanent leavers who may be eligible for HED/HEC – classification sheets sent to schools for approval		▪ Registration begins for Jul starters – schools informed ▪ **Deadline for May Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required)	
Thu	3				
Fri	4	▪ Results page on Student Services switched off (until 19 Jul) ● ▪ **Last day of May/June 2021 assessments (Cohorts 1, 2 & 4)**	Debt emails sent to July Ceremony attendees owing money to the university (deadline 19 Jun)		
Sat	5				
Sun	6				
Mon	7	● ▪ Schools Marking Week (07/06 – 18/06/21) ▪ ● IFY/LLLC/SWJTU schools to release provisional marks to students ▪ IFY/LLLC/SWJTU students start applying for July resits (deadline 1 Jul)			
Tue	8				
Wed	9				
Thu	10				
Fri	11	**Deadline for Cohort 5 students** to add or drop modules taught this semester and be signed up in Schools (fee may apply thereafter)		▪ Early warning email sent to schools regarding EL Jun starters (deadline **28 Jun**) ▪ Early warning email sent to schools regarding Jun starters who haven't completed ID check (deadline **28 Jun**)	
Sat	12				
Sun	13				
Mon	14			Progression instructions sent to Schools Progression Tool SWAPRGT made available to Schools	
Tue	15				
Wed	16	**Deadline for Schools** to submit July resit papers to A&P		**Deadline for Schools** to submit reinstatement request for May starters made withdrawn due to failure to register/complete ID check.	
Thu	17		Graduation Registration for the July ceremonies closes		
Fri	18	● **END OF SESSION**	▪ **Deadline for July Graduands** to clear University debts ▪ **Deadline for Presenter Replies** for the July Ceremonies		
Sat	19				
Sun	20				
Mon	21	● Assessment, Progression and Awards Boards (21/06-09/07/21)	July Ceremony Programmes produced and formatted for Media Services	▪ Schools sent information on 2021/2022 registration ▪ Final warning to Jun starters regarding registration & ID check deadlines	
Tue	22		Programmes sent to Print Copy Bureau		
Wed	23		Seat Numbers allocated to July Ceremony attendees		
Thu	24		**Deadline for Students** to submit legal name amendments		
Fri	25				
Sat	26				
Sun	27				
Mon	28			▪ **Deadline for Jun Starters** to register and complete ID check (students made withdrawn after this date – Schools emailed re. action required)	
Tue	29				
Wed	30			**Deadline for Schools** to notify Ops of module/programme block changes for session 2021/2022 and to confirm dates for module enrolment.	

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		Assessment & Progress	Events (all dates TBC)	Operations	Timetabling* & Fees**
Thu	1	▪ **Deadline for Students to apply for July resits (IFY, LLLC and SWJTU students only).**	**Deadline for Staff and Students** to submit gown hire order (Student orders received after this will be processed on day of ceremony at a small extra cost)	▪ **Registration begins for Aug starters – schools informed** ▪ **Web modules and programme catalogues go live for 2021/22**	
Fri	2	▪ **Deadline for Schools** to enter July resit applications into Banner.	▪ Degree Certificates and DSTs produced for July Ceremonies ▪ Missing award check begins in A&P for July Ceremonies ▪ **Deadline for Schools** to return Prize Notification Spreadsheet		
Sat	3				
Sun	4				
Mon	5	▪ **12:00 Deadline for Schools** to release final marks to A&P and confirm approval ▪ **Deadline for Schools** to enter provisional TP marks in Banner for modules re-assessed in August and Cohort 5 ▪ Awards Board week (05/07-09/07/21)	Prize Winners list produced for July Ceremony Programmes	**Deadline for Schools** to enter EOT Academic Standing code **05**	
Tue	6		Programmes sent to final print (NB: Only students awarded before this date will be included in the programme)	Module Enrolment for Returning Students – discovery modules now available.	
Wed	7	▪ July resit timetable published on web and emailed to schools			
Thu	8		Events begins marking up and making manual additions to July Ceremony programmes		
Fri	9	▪ **Targeted emailing to students begins, giving noticed of dates and times that results will be available online. Schools also informed.** ▪ **End of Week 8 (Cohort 5) –** Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester.		**Deadline for Schools** to submit reinstatement request for Jun starters withdrawn due to failure to register/complete ID check.	
Sat	10				
Sun	11				
Mon	12	▪ **17:00 Deadline for Schools** to submit classifications/awards and confirm approval ▪ **July Resit Period** (IFY, LLLC and SWJTU students only) **1 week**	**July Degree Ceremonies**		
Tue	13			Module Enrolment exercise begins for returning students - Year 3 and above - Optional modules only (Discovery modules available from July)	
Wed	14	Reminder sent to schools to check 05 progression codes and to contact students (deadline 19th July)		Module Enrolment exercise begins for returning students - Year 2 and above - Optional modules only (Discovery modules available from July)	
Thu	15			Schools sent information on 2021/2022 registration	
Fri	16	▪ Official award date (mainly UG)		▪ Early warning email sent to schools regarding EL Jul starters (deadline **04 Aug**) ▪ Early warning email sent to schools regarding Jul starters who haven't completed ID check (deadline **04 Aug**)	
Sat	17				
Sun	18				
Mon	19	▪ **Official Results Day:** Final marks & awards published. ▪ **Resit Information put online for Students (until 28 July)** ▪ August Resit Schedules sent to schools (**deadline** 23 July) ▪ September Assessment Schedules sent to Schools (Cohort 5) (**Deadline 23 July**) ▪ **Deadline for Schools** to write to students with 05 progression code		▪ **17:00 Deadline for Schools** to complete progression exercise ▪ Module Enrolment for Incoming Study Abroad Students – modules automatically attached to student records	
Tue	20	▪ **Deadline for Schools** to check 05 progression codes are correct using SWRPRCD			
Wed	21	▪ A&P to write to students with exhausted resit attempts (progression code 05) informing them they must permanently withdraw ▪ **Deadline for Students** to submit evidence to Disability Services for August resits			
Thu	22				
Fri	23	▪ **Deadline for Schools** to return August resit and September assessment schedules ▪ **12:00 Deadline for UG finalists to apply for August resits** ▪ **12:00 Deadline for Students** eligible for Ordinary award and registered on Honours programme to inform A&P if they wish to accept the award of Ordinary degree ▪ **12:00 Deadline for Schools** to submit SWRPRFA 1st attempt report to A&P (UG Finalists only) **Teaching Ends** (Cohort 5)			
Sat	24				
Sun	25				
Mon	26	**Deadline for Schools to complete Module Completion Code exercise following the release of results in July.**	Banner records of July Ceremony Attendees updated	Final warning to Jul starters regarding registration & ID check deadlines	

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Tue	27	▪ **Deadline for Schools to submit SWRPRFA report to A&P (Non-Finalists & TPs)**		Module Enrolment for Returning Students – discovery modules now available.
Wed	28	▪ **Deadline for Students** to notify A&P of religious commitments during August resit and September Assessment periods ▪ **Deadline for Non-Finalist & TP Students** to apply for August resits (late applications will not be accepted).	Certificates and DSTs sent to students to be conferred *in absentia* following July awards	
Thu	29			
Fri	30	▪ **Deadline for Schools** to submit July resit results to A&P ▪ July resit results published to students on web		
Sat	31			

		Assessment & Progress	Events (all dates TBC)	Operations	Timetabling* & Fees**
Sun	1				
Mon	2	▪ August Resit timetable data taken from Banner ▪ **Deadline for Schools** to submit Re-examination papers		Registration starts for New TP/Returning Sep Students - Email communication sent to new TP UK students (ongoing)	
Tue	3	▪ September assessment timetable data taken from Banner (Cohort 5)	Events to write to July Ceremony Absentees requesting alternate graduation choice (deadline Fri 20 Aug)		
Wed	4	Information for schools about August resit period information emailed to Exams Mailman list		**Deadline for Jul Starters** to register and complete ID check (students made withdrawn after this date – Schools emailed regarding action required)	
Thu	5				
Fri	6				
Sat	7				
Sun	8				
Mon	9	▪ Draft September assessment timetable published (Cohort 5) ▪ **Deadline for Schools** to submit September exam papers (Cohort 5)			
Tue	10				
Wed	11				
Thu	12				
Fri	13	▪ Exam set-up ▪ **August** Re-Assessment Timetable with venues published on web and emailed to schools (12:00) ▪ **Deadline for Schools** to request changes to assessment timetable following publication of Draft September Timetable (Cohort 5)		▪ Early warning email sent to schools regarding EL Aug starters (deadline **01 Sep**) ▪ Early warning email sent to schools regarding Aug starters who haven't completed ID check (deadline **01 Sep**)	
Sat	14				
Sun	15				
Mon	16	▪ Exam set-up ▪ List of students with Assessment Access Arrangements emailed to schools ▪ Modified exam papers information emailed to schools			
Tue	17	**August Re-assessment Period** (09:00–12:00 and 14:00–17:00)			
Wed	18			**Deadline for Schools** to submit reinstatement request for Jul starters made withdrawn due to failure to register/complete ID check.	
Thu	19				
Fri	20	September Assessment Timetable with Venues published on web and emailed to schools (12:00) (Cohort 5)	**Deadline for July Ceremony Absentees** to inform Events of alternative graduation choice		
Sat	21	Assessments all day (if necessary)			
Sun	22				
Mon	23	▪ List of students with Assessment Access Arrangements emailed to schools (Cohort 5) ▪ Modified exam papers information emailed to schools (Cohort 5)	Certificates and Diploma Supplements mailed to July Ceremony Absentees and awarded students who failed to make a graduation choice	Final warning to Aug starters regarding registration & ID check deadlines	
Tue	24				
Wed	25			▪ Progression Tool SWAPRGT made available to Schools for August Progression Exercise and Progression Instructions sent to Schools. ▪ Registration Email Communication sent to new UG students (ongoing) ▪ Welcome pack sent out to new UG UK students	
Thu	26				
Fri	27	▪ Results page on Student Services switched off (until 15 Sep) ▪ **Last day of resit assessments**	Dec 2021 Ceremony information updated on web		
Sat	28				
Sun	29				
Mon	30	*University Closed – August Bank Holiday*			
Tue	31	*University Closed*			

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		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Wed	1	● Re-assessment Marking Period	Dec 2021 Ceremony Schedule: Requests for dates and times sent to Deans of Faculty, Heads of School and School Ceremony Contacts (deadline 24 Sep)	▪ Registration and Module Enrolment begins for new UG Students ▪ **Deadline for Aug Starters** to register and complete ID check (students made withdrawn after this date – Schools emailed regarding action required) ▪ Registration begins for Oct starters – schools informed	
Thu	2				
Fri	3	▪ September exams set up (Cohort 5) ▪ **Deadline for Schools** to return Past Exam Papers form to A&P	**Deadline for Students** to clear University debts for inclusion in Sept pass lists		
Sat	4				
Sun	5				
Mon	6	● September Assessment Period (Cohort 5) (09:00–12:00 and 14:00–17:00)			
Tue	7				
Wed	8				
Thu	9		International Registration Week: 09:00 – 17:00 daily		
Fri	10				
Sat	11	Assessments all day (if necessary)			
Sun	12				
		International Welcome Week, Session 2021/2022			
Mon	13	**12:00 Deadline for Schools** to submit August Re-assessment results to A&P		▪ **Deadline for Schools** to submit reinstatement request for Aug starters made withdrawn due to failure to register/complete ID check. ▪ **17:00 Deadline for Schools** to complete Post-August Progression exercise and enter progression code 07	
Tue	14				
Wed	15	▪ Official award date (August Resitters) ▪ August Results released to Students on web (12:00) ▪ Internal and External Students can apply online for Carried Module resits (deadline 22 Oct) ▪ A&P to email Schools with reminder to check 07 progression codes and to contact students (deadline 17 Sep)			
Thu	16				
Fri	17	▪ **Deadline for Schools** to flag 2021/2022 1st attempt resits in Progression Tool SWAPRGT and submit SWRPRFA report to A&P ▪ **Deadline for Schools** to write to students with progression code 07	**Deadline for Schools** to return schedule for Dec ceremonies to Events		
Sat	18	●			
Sun	19				
		Freshers' Week, Session 2021/2022			
Mon	20	**Start of Semester 3** (Projects and Writing up) (Cohort 5) Cohort 5: Schools marking week	▪ Registration Week (09:00 – 17:00 daily) ▪ Provisional Schedule for Dec Ceremonies sent to Deans of Faculty, Heads of School and School Ceremony Contacts (deadline 25 Sep)		
Tue	21	▪ Jan 2022 assessment schedules to Schools for checking (deadline 12 Oct) ▪ **Deadline for Schools** to check 07 progression codes using SWRPRCD			
Wed	22	A&P to write to students with exhausted resit attempts (progression code 07) informing them they must permanently withdraw			**Fees** - Session / Term Start: Students charged tuition fees from start date if registration & ID check completed. Non-standard start dates will be charged from their Banner start date.
Thu	23				
Fri	24		**Deadline for Schools** to notify Events of concerns re. Provisional Schedule for Dec Ceremonies		
Sat	25				
Sun	26				
Mon	27	**Teaching begins** (Sem 1 Sep Starters / Sem 2 Cohort 4) Cohort 5 Assessment Boards			
Tue	28				
Wed	29	**Deadline for Schools** to complete Module Completion Codes exercise following July and August resits			
Thu	30				

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		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Fri	1		December Ceremonies Schedule published	Module Enrolment closes for all UG students (may be later for TP depending on School)	
Sat	2				
Sun	3				
Mon	4	Process run to identify semester 2 permanent leavers who may be eligible for HED/HEC – classification sheets sent to schools for approval		Registration commences for November starters	
Tue	5	12:00 Deadline for Schools to enter provisional TP marks in Banner for modules re-assessed in January 2022 **Cohort 5 & 6**			
Wed	6				
Thu	7				
Fri	8				
Sat	9				
Sun	10				
Mon	11		Instructions on registering Graduation Choices sent to Finalists eligible to attend the Dec Ceremony via Minerva and email. (Awarded students will be contacted separately by post)	▪ Early warning email sent to schools regarding EL Sep starters (deadline **25 Oct**) ▪ Early warning email sent to schools regarding Sep starters who haven't completed ID check (deadline **25 Oct**)	
Tue	12	▪ **Deadline for Schools** to return Jan 2022 assessment schedules to A&P ▪ Information for Schools about Module Completion Codes exercise emailed to A&P Mailman list			
Wed	13		Graduation Registration opens for students eligible to attend in Dec 2020		
Thu	14		▪ Invitations sent to Dec Ceremony Presenters (deadline 11 Nov) ▪ Staff Gown Hire email sent to Academic Staff for Dec Ceremonies (deadline 25 Nov)		
Fri	15			▪ Early warning email sent to schools regarding EL Oct starters (deadline **02 Nov**) ▪ Early warning email sent to schools regarding Oct starters who haven't completed ID check (deadline **02 Nov**)	
Sat	16				
Sun	17				
Mon	18			Final warning to Sep starters regarding registration & ID check deadline 25th Oct	
Tue	19			▪ Early warning email sent to schools regarding EL Oct starters (deadline **02 Nov**) ▪ Early warning email sent to schools regarding Oct starters who haven't completed ID check (deadline **02 Nov**)	
Wed	20				
Thu	21				
Fri	22	▪ **Deadline for Students** to add/drop modules taught this semester and be signed up in Schools (fee may apply thereafter) ▪ **Deadline for Students** to apply for Carried Module Resits (including External Resits) (late fee applies after this date) ▪ **Deadline for Students** to notify A&P of religious commitments during Jan 2022 assessment period ▪ Deadline for TP Students to apply for January 2022 re-sits (late fee applies after this date) (Cohort 5 & 6) ▪ Deadline for Schools to flag TP 1st attempts in Progression Tool SWAPRGT and submit SWRPRFA report to A&P (Cohort 5)			
Sat	23				
Sun	24				
Mon	25			▪ **Deadline for Sep Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). ▪ Final warning to Oct starters regarding registration & ID check deadlines	
Tue	26				
Wed	27			Council Tax exemption file sent to Leeds, Wakefield, Bradford and Kirklees Councils	
Thu	28				
Fri	29	Results page on Student Services switched off (until 19 Nov)			
Sat	30				

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Sun	31			

		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Mon	1	▪ Assessment timetable data taken from Banner (Jan 2022) ▪ Boards and Marking begins (Cohorts 2, 3, 5 & 6)	▪ Debt emails sent to Dec Ceremony attendees owing money to the university (deadline 11 Nov) ▪ Prize Notification Spreadsheet set to Schools (deadline 20 Nov)	▪ Deadline for Oct Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). ▪ Registration begins for Dec starters – schools informed	
Tue	2				
Wed	3				
Thu	4				
Fri	5				
Sat	6				
Sun	7				
Mon	8			**Deadline for Schools** to submit reinstatement request for Sep starters made withdrawn due to failure to register/complete ID check.	
Tue	9				
Wed	10	**Deadline for Schools** to submit final TP results to A&P (Cohorts 2 & 3)	▪ **Deadline for Students** to clear university debts for inclusion in Dec ceremonies (Students owing money are removed from the Dec Ceremony List) ▪ **Deadline for Presenter Replies** for Dec Ceremonies		
Thu	11				
Fri	12	Draft Assessment Timetable for Jan 2022 published on web and emailed to schools (12:00)		▪	
Sat	13				
Sun	14				
Mon	15			**Deadline for Schools** to submit reinstatement request for Oct starters made withdrawn due to failure to register/complete ID check.	
Tue	16			▪ Early warning email sent to schools regarding EL Nov starters (deadline 29 **Nov**) ▪ Early warning email sent to schools regarding Nov starters who haven't completed ID check (deadline 29 **Nov**)	
Wed	17				
Thu	18	▪ Official award date (mainly TP awards) ▪ Results released to students (mainly TP) (12:00) (resit applications deadline 25 Nov)	**Deadline for Students** to Register for Graduation		
Fri	19	**End of Week 8** – Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester	▪ Degree Certificates and DSTs produced ▪ **Deadline for Schools** to Return of Prize Notification Spreadsheet		▪ **Fees** - Students with a PG student loan excluded for non-payment on this date. ▪ **Fees** - Students registered on the strength of a tuition agreement form, who haven't resolved student finance issues, excluded for non-payment on this date.
Sat	20				
Sun	21				
Mon	22	**12:00 Deadline for Schools** to submit Jan 2022 Exam Papers	▪ Dec ceremony programmes produced and formatted for PCB ▪ Missing award checking in A&P for Dec ceremonies	Final warning to Nov starters regarding registration & ID check deadlines	
Tue	23	**Deadline for Schools** to flag 2020/21 1st attempt resits in Progression Tool SWAPRGT and submit SWRPRFA report to A&P (TP students)	Seat Numbers allocated to Dec ceremony attendees		
Wed	24	▪ **Deadline for Schools** to request changes following publication of Draft A&P Timetable. ▪ **Deadline for TP Students** to submit external resit applications (late fee applies thereafter) or accept fallback awards if eligible.	**Deadline for Staff and Student** Gown Hire		
Thu	25				
Fri	26	Assessment Timetable (without venues) for Jan 2022 published on web and emailed to schools (12:00)	Prize Winners list produced for Dec ceremony programmes		
Sat	27				
Sun	28				
Mon	29		Events begins marking up December Ceremony programmes with manual additions	▪ Registration begins for Jan starters – schools informed ▪ **Deadline for Nov Starters** to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	
Tue	30	Modified exams papers information emailed to schools			

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		Assessment & Progress	Events	Operations	Timetabling* & Fees**
Wed	1			Registration commences for January starters	
Thu	2		Programmes to final print (NB: Only students awarded before this date will be included in the programme)		
Fri	3				
Sat	4				
Sun	5				
Mon	6	▪ **Last week of term** (Cohorts 1, 2, 3 & 4) ▪ Deadline for Schools to submit Cohort 5 & 6 results (marks and classifications) to A&P			
Tue	7				
Wed	8				
Thu	9				
Fri	10	▪ Assessment Timetable with Venues for Jan 2022 published on web and emailed to schools (12:00) ▪ List of students with Assessment Access Arrangements emailed to schools ▪ **Teaching Ends** (Cohorts 1, 2, 3 & 4)			
Sat	11				
Sun	12				
Mon	13	**Student vacation begins**	**December Degree Ceremonies**	**Deadline for Schools** to submit reinstatement request for Nov starters made withdrawn due to failure to register/complete ID check.	
Tue	14	▪ List of students sitting exams overseas emailed to schools ▪ Timetables emailed to students sitting exams overseas and institutions hosting exams			
Wed	15				
Thu	16				
Fri	17	**Information for schools about Jan 2022 assessment period emailed to Exams Mailman list**	Certificates and Diploma Supplements sent to students to be conferred *in absentia* following Nov 2020 awards.		
Sat	18				
Sun	19				
Mon	20	Deadline for Schools to complete Module Completion Codes exercise following **September/October/November results.**	Student records of ceremony attendees updated in Banner		
Tue	21	*University Closed – Christmas and New Year*			
Wed	22	*University Closed*			
Thu	23	*University Closed*			
Fri	24	*University Closed*			
Sat	25				
Sun	26				
Mon	27	*University Closed*			
Tue	28	*University Closed*			
Wed	29	*University Closed*			
Thu	30	*University Closed*			
Fri	31	*University Closed*			

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2021/2022 Forward Planner (dates to be confirmed)

	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	
Tue					1	1 Cohort 4 award date							Tue
Wed			1		2	2			1)				Wed
Thu			2		3	3			2			1	Thu
Fri	1 1		3		4	4	1		3	1		2	Fri
Sat	2		4	1	5	5	2		4	2		3	Sat
Sun	3		5	2	6	6	3	1	5	3		4	Sun
Mon	4 2	1 6	6 Cohort 5&6 Results D/L 11	3	7 3	7 7	4 Papers D/L	2	6	4 Results day	1	5	Mon
Tue	5	2	7	4	8	8	5	3 11	7	5	2	6	Tue
Wed	6	3	8	5	9	9	6	4	8	6	3	7	Wed
Thu	7	4	9	6	10	10	7	5	9	7	4	8 Results D/L	Thu
Fri	8	5	10	7	11	11	8	6	10	8 Aug Resit D/L*	5	9	Fri
Sat	9	6	11	8	12	12	9	7	11	9	6	10	Sat
Sun	10	7	12	9	13	13	10	8	12	10	7	11	Sun
Mon	11 3	8 7	13]	10) Cohort 5&6 award date	14 4	14 8	11] (Jan TP graduation)	9	13	11]	8	12 >	Mon
Tue	12	9	14]	11)	15	15	12	10	14	12]	9	13 >	Tue
Wed	13	10 Cohort 2&3 Results D/L	15]	12)	16	16	13	11	15	13]	10	14 >	Wed
Thu	14	11	16]	13)	17	17	14	12	16	14]	11	15 > Results day	Thu
Fri	15	12	17]	14)	18 CoM D/L	18	15	13	17 Session end	15] Aug Resit D/L**	12	16 >	Fri
Sat	16	13	18	15)	19	19	16	14	18	16	13	17	Sat
Sun	17	14	19	16	20	20	17	15	19	17	14	18	Sun
Mon	18 4	15 8	20]	17)	21 5	21 9	18	16)))	20	18] Papers D/L	15	19 >>	Mon
Tue	19	16	21	18)	22	22	19	17)))	21 Marks D/L	19]	16))	20 >>	Tue
Wed	20	17	22	19)	23	23	20	18)))	22	20]	17))	21 >>	Wed
Thu	21	18 Cohort 2&3 Results day	23	20)	24	24	21	19)))	23	21]	18))	22 >>	Thu
Fri	22 CoM D/L	19	24	21)	25	25	22	20)))	24	22]	19))	23 >>	Fri
Sat	23	20	25	22	26	26	23	21)))	25	23	20	24	Sat
Sun	24	21	26	23	27	27	24	22	26	24	21	25	Sun
Mon	25 5	22 Papers D/L 9	27	24 1	28 6	28	25 10	23)))	27	25	22))	26 2022/23 1	Mon
Tue	26	23	28	25		29	26	24)))	28 Awards D/L	26	23))	27	Tue
Wed	27	24	29	26		30	27	25)))	29	27	24))	28	Wed
Thu	28	25	30	27		31	28	26)))	30	28	25))	29	Thu
Fri	29	26	31	28			29	27)))		29	26))	30	Fri
Sat	30	27		29			30	28)))		30	27		Sat
Sun	31	28		30				29		31	28		Sun
Mon		29 10		31 2				30)			29		Mon
Tue		30						31)			30		Tue
Wed											31		Wed

Key:
- ▇ = Teaching
- ▇ = University closed
-) = Assessment period
- > = Internat. welcome week
- CoM = Change of module
- *UG Finalist
- ▇ = Weekend
-] = Degree ceremonies
-)) = Re-assessment period
- >> = Freshers' week
- D/L = Deadline
- **Non-Finalist/TP