



## UNIVERSITY OF EMBU

### SUPPLEMENTARY EXAMINATIONS PROCESSING SCHEDULE 2022/2023 ACADEMIC YEAR

S/NO.	ACTIVITY	PERIOD/DEADLINE
1.	Submission of Moderated Special and Supplementary (where applicable) Examination to Departmental Examination Office	22 <sup>nd</sup> to 24 <sup>th</sup> May, 2023
2.	Internal/External Moderation of Supplementary Examination	29 <sup>th</sup> to 31 <sup>st</sup> May, 2023
3.	<b>Submission of Internally/Externally Moderated Supplementary/ Special Examinations to Directorate of University Examinations</b>	<b>2<sup>nd</sup> June, 2023</b>
4.	<b>Typesetting of Supplementary/ Special Examinations</b>	<b>5<sup>th</sup> to 16<sup>th</sup> June 2023</b>
5.	Proofreading of Supplementary/Special Examinations	19 <sup>th</sup> to 23 <sup>rd</sup> June 2023
6.	Release of Special/ Supplementary Examination Timetable	23 <sup>rd</sup> June 2023
7.	Correction, Printing and Packaging of Supplementary/Special Examinations	26 <sup>th</sup> June to 7 <sup>th</sup> July 2023
8.	<b>Supplementary Examinations</b>	<b>10<sup>th</sup> to 14<sup>th</sup> July 2023</b>
9.	Marking and Processing of Supplementary Examinations by Departments and Schools	17 <sup>th</sup> to 28 <sup>th</sup> July 2023
10.	<b>Senate Board of Examiners Meeting for Supplementary/Special Examinations</b>	<b>1<sup>st</sup> August 2023</b>

Approved by: Sign

Deputy Vice-Chancellor (ARE)

Date

