



UNIVERSITY OF EMBU

TRIMESTER EXAMINATIONS PROCESSING SCHEDULE - 2022/2023 ACADEMIC YEAR

S/NO.	ACTIVITY	PERIOD/DEADLINE
1.	Submission of Main and Supplementary(where applicable) Examinations to Departmental Examination Offices	22 nd to 24 th May, 2023
2.	Internal Moderation of Main/Supplementary Examination	29 th to 31 st May, 2023
3.	Submission of Internally Moderated Examinations to Directorate of University Examinations Office	2nd June, 2023
4.	Dispatch of Internally Moderated Examinations to External Examiners	5 th to 6 th June, 2023
5.	External Moderation of Draft Exams	7 th to 9 th June, 2023
6.	Continuous Assessment Tests No.1	5th to 16th June, 2023
7.	Picking of Externally Moderated Examination From External Examiners	12 th to 13 th June, 2023
8.	Dispatching of Externally Moderated Examination to Departments	14 th to 15 th June, 2023
9.	Correction of Externally Moderated Examinations by lecturers	16 th to 21 st June, 2023
10.	Submission of Externally Moderated Draft Examinations to DUE by Departments	22 nd to 23 rd June, 2023
11.	Continuous Assessment Test No. 2	3rd to 14th July, 2023
12.	Typesetting of Draft Examinations	26 th June to 7 th July, 2023
13.	Proofreading of Examinations	10 th to 14 th July, 2023
14.	Release of Final Examination Timetable	30 th June, 2023
15.	Correction , Printing and Packaging of Examination Materials	17th to 28nd July, 2023
16.	End of Trimester Examinations (All Students)	31st July to 11th August, 2023
17.	Marking of Examination Scripts	14 th August to 1 st September,2023
18.	Handing in of Marked Scripts to the Departmental Examination Office by Lecturers	4 th to 6 th September, 2023
19.	External Moderation of Marked Scripts	11 th to 15 th September, 2023
20.	Departmental Examination Board Meetings	18 th to 22 nd September, 2023
21.	School Examination Board Meetings	25 th to 29 th September, 2023
22.	Senate Board of Examiners (Trimester)	5th October, 2023
23.	Release of Provisional Results	9 th October 2023
24.	Submission of Final Examination Results to DUE by Schools.	10 th to 11 th September, 2023

Approved by: Sign..... Date.....
Deputy Vice-Chancellor (ARE)

