



UNIVERSITY OF EMBU

REVISED EXAMINATIONS PROCESSING SCHEDULE- SECOND SEMESTER 2021/2022 ACADEMIC YEAR

S/NO.	ACTIVITY	PERIOD/DEADLINE
1.	Submission of Main/Supplementary Examinations to Departmental Examinations Office	17 th to 19 th January, 2022
2.	Internal Moderation of Main/Supplementary Examinations	20 th to 26 th January, 2022
3.	Submission of Internally Moderated Examinations to Examinations Office	26th January to 28th January, 2022
4.	Continuous Assessment Test No.1	Between 7th and 18th February 2022
5.	Dispatch of Internally Moderated Examinations to External Examiners	31 st January and 1 st February 2022
6.	External Moderation of Examinations	7 th to 11 th February, 2022
7.	Picking of Externally Moderated Examinations from External Examiners	14 th and 15 th February 2022
8.	Dispatching of Externally Moderated Examinations to Departments	16 th February 2022
9.	Correction of Externally Moderated Examinations by Lecturers	17 th February to 23 rd February, 2022
10.	Submission of Externally Moderated Examinations to Departmental Examinations Office by lecturers	24 th to 28 th February, 2022
11.	Submission of Externally Moderated Examinations to the Directorate of University Examinations Office	2nd to 4th March, 2022
12.	Release of Examinations Timetable	7 th March, 2022
13.	Continuous Assessment Test No. 2	Between 7th and 18th March 2022
14.	Typesetting of Examinations	7 th to 18 th March, 2022
15.	Proofreading of Examinations	21 st to 25 th March, 2022
16.	Correction, Printing and Packaging of Examination Materials	21 st March to 1 st April, 2022
17.	End of Semester Examinations (All Students)	4th April to 15th April, 2022
18.	Marking of Examination Scripts	18 th April to 6 th May, 2022
19.	Handing in of Marked Examinations Scripts to the Departmental Examinations Office by Lecturers	9 th May to 10 th May, 2022
20.	Dispatch of Marked Examinations Scripts to External Examiners by Departments	14 th May to 15 th May, 2022
21.	External Moderation of Marked Scripts	16 th to 20 th May, 2022
22.	Departmental Examinations Board Meetings	23 rd May to 27 th May, 2022
23.	School Examinations Board Meetings	30 th May to 3 rd June, 2022
24.	Senate Board of Examiners	9th June, 2022
25.	Release of Provisional Results	14th June, 2022
26.	Submission of final Examination Results to the Examinations Office by Schools	16 th June, 2022

Approved by:  Date: 

Deputy Vice-Chancellor (ARE)



ISO 27001:2013 Certified

Knowledge Transforms



ISO 9001:2015 Certified