

# 1 CALENDAR OF BUSINESS

2022-23		
Semester One	<p>Following items to be received by the University from its partners:</p> <ul style="list-style-type: none"> <li>• Confirmation of the courses to be delivered during the year*.</li> <li>• List of HE tutors.</li> <li>• Electronic copies of all student handbooks for each validated course.</li> <li>• Calendar of HE-relevant committee dates.</li> <li>• Dates, composition and membership of examination and resit boards.</li> <li>• Confirmation of External Examiner fees.</li> <li>• Copy of complaints and appeals policy and procedure 2022-23</li> </ul>	<p>Mon 5 Sept 2022, unless a separate deadline has been agreed with ADQE</p> <p><i>*For partners delivering courses with non-standard start dates: please notify the Partnership Office as soon as these courses are confirmed and send a copy of the relevant student handbook on or before the start date.</i></p>
	Teaching at University of Sussex begins (autumn term)	Mon 26 Sept 2022
	Partner Network Events	Dates to be announced
	Collaborative Provision Approval Committee (CPAC)	Thurs 24 Nov 2022
	Indicative deadline for proposals for major curriculum changes and new modules to validated courses for 2023/24.	Thurs 3 Nov 2022
	Partners to submit a list of names of all students on Sussex-validated courses, and the course they are assigned to, as at 1 December 2022.	Mon 5 Dec 2022
	Partners to submit their Annual Monitoring Report to the University.	Fri 9 Dec 2022
	Teaching at University of Sussex ends (autumn term)	Fri 9 Dec 2022
	University of Sussex winter vacation	Sat 10 Dec 2022 - Sun 1 Jan 2023
	Per capita fee invoice sent by the University to partner institution.	22 Dec 2022
	University of Sussex semester one assessment period	Mon 2 – Sat 14 Jan 2023
University of Sussex intersemester week	Mon 16 – Fri 20 Jan 2023	
University of Sussex Winter Graduation	25 <sup>th</sup> – 27 <sup>th</sup> January 2023 TBC	
Semester two	Partner Annual Monitoring Review Event (PAMRE)	Wed 18 Jan 2023

Teaching at University of Sussex begins (spring term)	Mon 23 Jan 2023
Deadline for new course proposals starting 2024/25 for courses recruited through UCAS*	28 February 2023
Collaborative Provision Approval Committee (CPAC)	Thurs 30 Mar 2023
Teaching at University of Sussex ends (spring term)	Fri 31 March 2023
University of Sussex spring vacation	Sat 1 Apr – Sun 23 Apr 2023
Teaching at University of Sussex begins (summer term)	Mon 24 Apr 2023
Teaching at University of Sussex ends (summer term)	Fri 28 April 2023
Following items to be received by the University from its partners: <ul style="list-style-type: none"> <li>• Deadline for External Examiner nominations for 2022/23.</li> </ul>	Wed 26 April 2023
Following items to be received by the University from its partners: <ul style="list-style-type: none"> <li>• Deadline for policy changes (inc. examination and assessment regulations) for implementation in 2023/24.</li> </ul>	Fri 26 May 2023
University of Sussex semester two assessment period	Mon 8 May – Sat 27 May 2023
Collaborative Provision Approval Committee (CPAC)	Thurs 8 Jun 2023
University of Sussex Summer Vacation	Sun 28 May – Sun 17 Sept 2023
University of Sussex Progression Award Boards (Finalists)	Wed 7 or Thu 8th June 2023
University of Sussex Progression Award Boards (Postgraduate Taught Courses)	Wed 21st or Thurs 22nd June 2023
University of Sussex Summer Graduation	17 <sup>th</sup> – 21 <sup>nd</sup> July 2023 - TBC
University of Sussex Progression Award Boards (Resit)	Wed 30th or Thurs 31st Aug 2023

AQP, August 2022

\*This excludes postgraduate courses, courses not recruited through UCAS and courses due for re-validation.