

Marks Calendar 2023-24

Activity	Responsible	Timeframe	Date 2023-24
Welcome Week			Mon 25th to Fri 29th Sep 2023
Semester 1 (S1)			Mon 2nd Oct to Sat 20th Jan 2024
Reading Week (if given)	Schools	S1 Wk 6	Mon 6 th Nov to Fri 10 th Nov 2023
PAB (virtual for TWD)	PABs	By S1 Wk6 Fri	By Fri 10 th Nov 2023
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by S2 Wk2 Thu 17:30	By Thu 8 th Feb 2024 @ 17:30
ODL – Distance Learning Block 1 Teaching Period (DL1)			Mon 04th Sept to Fri 20th Oct 2023
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by March exam boards	
ODL – Distance Learning Block 2 Teaching Period (DL2)			Mon 30th Oct to Fri 15th Dec 2023
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by March exam boards	
Winter vacation			Sat 16th Dec 2023 to Mon 8th Jan 2024

Activity	Responsible	Timeframe	Date 2023-24
Semester 1 assessment period A1			Mon 8th to Sat 20th Jan 2024
Semester 1 assessment period A1+			Mon 22nd to Sat 27th Jan 2024
A1 Submissions	School to set submission dates	Scheduled throughout A1	<u>Central dates, if used, 16:00:</u> 8 th , 11 th , 15 th and 18 th January 2024
A1+ submissions	School to set submission dates		
<i>Student Exceptional Circumstances submission deadline (UG progression, UG finalist, and PGT)</i>	<i>Exceptional Circumstances</i>		<i>Mon 29th January 2024 @ midnight</i>
A1 and A1+ marking (incl. feedback)	Module Convenors	Marking deadline: set by School	
A1 and A1+ moderation (progression, finalist, and PGT)	Moderators	Moderation deadline: set by School	
Inter-semester week			Mon 22nd to Fri 26th Jan 2024
Winter Graduation	Graduation Office		22 nd – 26 th January 2024 TBC
ODL – Distance Learning Block 3 Teaching Period (DL3)			Mon 8th Jan to Fri 23rd Feb 2024
CWK marking (incl. feedback)	Module Convenors	Marking deadline: set by School	
CWK moderation	Moderators	Moderation deadline: set by School	
CWK marks and feedback published	Module Convenors/School	Marks publication: set by School (normally within 3 weeks)	
Conflate and send CWK marks	Module Convenors	On-going by July exam boards	
Semester 2 (S2)			Mon 29th Jan to Sat 1st June 2024
Deadline for S1/A1 and A1+ marks input (UG progression, finalist, and PGT)	Schools	S2 Wk3 Fri 17:30	Fri 16 th Feb 2024 @ 17:30

Activity	Responsible	Timeframe	Date 2023-24
A1 and A1+ marks publication (marks are provisional and subject to marks assurance) A1 and A1+ feedback publication	Academic Services - ASSESSMENT AND EXAMINATIONS Schools (SxD for e-submission)	A1 and A1+ marks: set by School (normally within 3 weeks) A1 and A1+ feedback: set by School (normally within 3 weeks) By S2 Wk4 Mon	By Mon 19 th Feb 2024 (Schools can agree an earlier date with Assessment & Examinations but not a Thurs or Fri)
PAB (virtual for TWD)	PABs	By S2 Wk4 Mon	By Mon 19 th Feb 2024
Start of S1/A1 and A1+ external moderation (UG finalist & progression)	External Examiners	A1 Wk2 Mon to S2 Wk6 Tue (Specific deadlines set by School)	Mon 15 th Jan to Tue 5 th March 2024
Start of S1/A1 and A1+ external moderation (PGT incl. resits)	External Examiners	A1 Wk2 Mon to S2 Wk7 Tue (Specific deadlines set by School)	Mon 15 th Jan to Tue 12 th March 2024
Final Exceptional Circumstances decisions deadline (UG finalists)	Exceptional Circumstances	S2 Wk5 Thurs 17:30	Thurs 29 th Feb 2024 @ 17:30
Misconduct Panel deadline (UG finalist)	Academic Services - STUDENT ADMINISTRATION	S2 Wk6 Mon 17:30	Monday 4 th March 2024 @ 17:30
End of S1/A1 and A1+ external moderation (finalists & progression)			By Tuesday 5 th March 2-24
MAB (S1/A1 and A1+ finalist and progression)	MABs	S2 Wk6 Tue 17:30	Tue 5 th March 2024 @ 17:30

Activity	Responsible	Timeframe	Date 2023-24
Final Exceptional Circumstances decisions deadline (PGT resits only, and DL blocks 1&2, any eligible ODL students)	Exceptional Circumstances	S2 Wk6 Thurs 17:30	Thurs 7 th Mar 2024 @ 17:30
PAB (UG Finalists)	PABs	S2 Wk6 Thurs and Fri	Thurs 7 th to Fri 08 th Mar 2024
Misconduct Panel deadline (PGT resits and any eligible ODL students)	Academic Services - STUDENT ADMINISTRATION	S2 Wk7 Mon 17:30	Mon 11 th Mar 2024 @ 17:30
End of S1/A1 and A1+ external moderation (PGT incl. Resits)	External examiners		By Tuesday 12 th March 2024
MAB (S1/A1 and A1+ PGT inc resits, and DL blocks 1 & 2)	MABs	S2 Wk7 Tue 17:30	By Tue 12 th Mar 2024 @ 17:30
PAB (PGT resits only, and DL blocks 1 & 2)	PABs	S2 Wk7 Wed to Fri 17:30	Wed 13 th to Fri 15 th Mar 2024
UG Finalist award published	Academic Services - ASSESSMENT AND EXAMINATIONS	S2 Wk7 Thu	Thu 14 th Mar 2024 @ 12:00
PGT award decisions published	Academic Services - ASSESSMENT AND EXAMINATIONS	S2 Wk8 Thu	Thu 21 st Mar 2024 @ 12:00
ODL – Distance Learning Block 4 Teaching Period (DL4)			Mon 4th Mar to Fri 19th Apr 2024
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by July exam boards	

Activity	Responsible	Timeframe	Date 2023-24
Spring Vacation			Sat 23rd Mar to Sun 14th April 2024
ODL Spring Vacation			Sat 20 th Apr to Mon 06 th May 2024
CWK marking (inc feedback) CWK moderation CWK marks and feedback publication Send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by A2 Wk3 Fri	By Fri 31 st May 2024
Revision Week			Mon 6th to Fri 10th May 2024
ODL – Distance Learning Block 5 Teaching Period (DL5)			Tues 7th May to Fri 21st June 2024 (*Tues start due to Bank Holiday)
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by October exam boards	
Semester 2 assessment period (A2)			Mon 13th May to Sat 1st June 2024
PAB (virtual for TWD)	PABs	By A2 Wk1 Mon	By Mon 13 th May 2024
A2 submissions <i>(finalist exams mainly complete by 26th May)</i>	School to set submission dates	Scheduled throughout A2	<u>Central dates, if used, 16:00:</u> Finalists: 13 th , 16 th , 20 th , 22 nd May 2024 non-finalists: 21 st , 23 rd , 28 th , 30 th May 2024

Activity	Responsible	Timeframe	Date 2023-24
A2 marking (inc feedback) A2 moderation (progression, finalist, PGT)	Module Convenors Moderators	Marking deadline: set by School Moderation deadline: set by School	
S2 external moderation (progression, finalist, PGT)	External Examiners	Specific deadlines set by School	
A2 external moderation (finalists)	External Examiners	A2 Wk2 Mon to VAC Wk1 Thu Specific deadlines set by School	Mon 20 th May to Thu 6 th June 2024
A2 external moderation (progression)	External Examiners	A2 Wk3 Mon to VAC Wk3 Thu (Specific deadlines set by School)	Mon 27 th May to Thu 20 th June 2024
A2 external moderation (PGT)	External Examiners	A2 Wk3 Mon to VAC Wk5 Thu (Specific deadlines set by School)	Mon 27 th May to Thurs 4 th July 2024
<i>Student Exceptional Circumstances submission deadline (UG finalist)</i>	<i>Exceptional Circumstances</i>		<i>Wed 29th May 2024 @ midnight</i>
Deadline for all S2 CWK marks to School Office for input (finalist, progression and PGT)	Module Convenors	A2 Wk3 Fri 17:30	by Fri 31 st May 2024 @ 17:30
Summer Vacation (VAC)			Sun 2nd June to Sun 22nd Sep 2024
Final Exceptional Circumstances decisions deadline (finalists)	Exceptional Circumstances	VAC Wk1 Tue 17:30	Tue 4 th June 2024 @ 17:30
Deadline for finalist S2/A2 marks input (changes possible following external moderation)	Schools	VAC Wk1 Thurs 17:30	Thurs 6 th June 2024 @ 17:30
Misconduct Panel decisions deadline (finalists)	Academic Services - STUDENT ADMINISTRATION	VAC Wk1 Thurs 17:30	Thurs 6 th June 2024 @ 17:30
MAB (S1 and S2 finalist modules)	MABs	VAC Wk2 Mon	Mon 10 th June 2024

Activity	Responsible	Timeframe	Date 2023-24
PAB pre-meetings (finalist)	PABs	VAC Wk2 Mon to Wed	Mon 10 th to Wed 12 th June 2024
<i>Student Exceptional Circumstances submission deadline (UG progression and PGT)</i>	<i>Exceptional Circumstances</i>		<i>Mon 10th June 2024 @ midnight</i>
PAB (finalist)	PABs	VAC Wk2 Wed or Thu	Wed 12 th or Thu 13 th June 2024
Deadline for progression S2/A2 marks input (changes possible following external moderation)	School	VAC Wk3 Tue 17:30	Tue 18 th June 2024 @ 17:30
Final Exceptional Circumstances decisions deadline (progression)	Exceptional Circumstances	VAC Wk3 Tue 17:30	Tue 18 th June 2024 @ 17:30
Finalist classification and module results published	Academic Services - ASSESSMENT AND EXAMINATIONS	VAC Wk3 Wed 12:00	Wed 19 th June 2024 @ 12:00
Misconduct Panel decisions deadline (progression)	Academic Services - STUDENT ADMINISTRATION	VAC Wk3 Thurs 17:30	Thurs 20 th June 2024 @ 17:30
MAB (S1 and S2 progression modules)	MABs	VAC Wk4 Mon	Mon 24 th June 2024
PAB pre-meetings (progression)	PABs	VAC Wk4 Mon to Wed	Mon 24 th to Wed 26 th June 2024
PAB (progression)	PABs	VAC Wk4 Wed or Thu	Wed 26 th or Thurs 27 th June 2024
ODL – Distance Learning Block 6 Teaching Period (DL6)			Mon 01st July to Fri 16th Aug 2024
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by October exam boards	

Activity	Responsible	Timeframe	Date 2023-24
Deadline for PGT S2/A2 marks input (changes possible following external moderation)	Schools	VAC Wk5 Mon 17:30	Mon 1 st July 2024 @ 17:30
Final Exceptional Circumstances decisions deadline (PGT, and DL blocks 3 & 4 Any eligible ODL students)	Exceptional Circumstances	VAC Wk5 Tue 17:30	Tue 2 nd July 2024 @ 17:30
Misconduct Panel decisions deadline (PGT & any eligible ODL students)	Academic Services - STUDENT ADMINISTRATION	VAC Wk5 Thurs 17:30	Thurs 4 th July 2024 @ 17:30
Progression results published	Academic Services - ASSESSMENT AND EXAMINATIONS	Stage 3: VAC Wk6 Mon - 08:00 Stage 2: VAC Wk6 Mon - 10:00 Stage 0/1: VAC Wk6 Mon - 12:00	Mon 8 th July 2024 @ 08:00 Mon 8 th July 2024 @ 10:00 Mon 8 th July 2024 @ 12:00
MAB (S1 and S2 PGT modules, and DL blocks 3 & 4)	MABs	VAC Wk6 Mon	Mon 8 th July 2024
PAB pre-meetings (PGT, and DL blocks 3 & 4)	PABs	VAC Wk6 Mon to Wed	Mon 8 th to Wed 10 th July 2024
PAB (PGT for S1 + S2 modules, and DL blocks 3 & 4)	PABs	VAC Wk6 Wed or Thu	Wed 10 th or Thu 11 th July 2024
PGT results published	Academic Services - ASSESSMENT AND EXAMINATIONS	VAC Wk7 Wed 14:00	Wed 17 th July 2024 @ 14:00
Summer Graduation	Graduation Office	VAC Wk8 Mon to Fri	Mon 22 nd Jul to Fri 26 th July 2024 TBC
Resit assessment period (A3 for all modules)			Mon 12th to Sat 24th Aug 2024
Resit assessment period 2			Mon 19 th Aug 2024 10:00 UK time to Mon 2 nd

Activity	Responsible	Timeframe	Date 2023-24
(DLYR) (DL blocks 3 & 4)			Sept 2024 10:00 UK time
UG S1 + S2 Resit Submissions	School to set submission dates	Scheduled throughout A3	
PG S1 + S2 Resit Submissions	School to set submission dates	Scheduled throughout A3	
PGT Project/Dissertation Submissions	School to set submission dates	Usually in A3	
A3 marking (incl. feedback) (progression, finalist, PGT) A3 moderation	Module Convenors Moderators	Marking deadline: set by School Moderation deadline: set by School	
A3 external moderation (finalist/progression)	External Examiners	VAC Wk13 Mon to VAC Wk14 Mon	Mon 26 th to Mon 2 nd Sep 2024
<i>Student Exceptional Circumstances submission deadline (UG Progression, UG finalist)</i>	<i>Exceptional Circumstances</i>		<i>Mon 26th Aug 2024 @ midnight</i>
Final Exceptional Circumstances decisions deadline (Resits)	Exceptional Circumstances	VAC Wk13 Thurs 17:30	Thursday 29 th Aug 2024 @ 17:30
Misconduct Panel decisions (Resits)	Academic Services - STUDENT ADMINISTRATION	VAC Wk13 Thurs 17:30	Thurs 29 th Aug 2024 @ 17:30
Deadline for all UG A3 marks input	Schools	VAC Wk13 Thurs 17:30	Thurs 29 th Aug 2024 @ 17:30
MAB (UG Resits)	MABs	VAC Wk14 Mon	Mon 2 nd Sep 2024
PAB pre-meetings (Resit)	PABs	VAC Wk14 Tue to Wed	Tue 3 rd Sep to Wed 4 th Sep 2024
A3 external moderation (PGT)	External Examiners	VAC Wk14 Tue to S1 Wk2 Thu	Tue 3 rd Sep to Thurs 3 rd Oct 2024
PAB (UG Resit)	PAB	VAC Wk14 Wed or Thu	Wed 4 th or Thurs 5 th Sep 2024
UG Resit results published	Academic Services - ASSESSMENT AND EXAMINATIONS	VAC Wk15 Thu 08:00	Thu 12 th Sept 2024 @ 08:00

Activity	Responsible	Timeframe	Date 2023-24
<i>Student Exceptional Circumstances submission deadline (PGT)</i>	<i>Exceptional Circumstances</i>		<i>Thurs 19th Sept 2024 @ midnight</i>
AY dates for 2024/25			
Welcome week			Mon 16th Sep to Fri 20th Sep 2024
Semester 1			Mon 23rd Sep to tbc
ODL Distance Learning Block 1 Teaching Period (DL1)			Mon 02nd Sept to Fri 18th Oct 2024
Deadline for all PGT A3 marks input (changes possible following external moderation) (Any eligible ODL students – August resits)	Schools	S1 Wk2 Mon	Mon 30 th Sept 2024
Final Exceptional Circumstances decisions deadline (usually PGT A3) (DL blocks 5 & 6) (Any eligible ODL students)	(PGT A3) Exceptional Circumstances	S1 Wk2 Thu 17:30	Thurs 3 rd Oct 2024
Misconduct Panel decisions deadline (PGT A3, and any eligible ODL students)	Academic Services - STUDENT ADMINISTRATION	S1 Wk2 Thu 17:30	Thurs 3 rd Oct 2024
MAB (PGT A3 modules, and DL blocks 5 & 6 7 August resits)	MABs	S1 Wk3 Mon (normally)	Mon 7 th Oct 2024
PAB (PGT Main, and DL blocks 5 & 6 7 August resits)	PABs	S1 Wk3 Wed or Thu (normally)	Wed 9 th or Thurs 10 th Oct 2024

Activity	Responsible	Timeframe	Date 2023-24
PGT results published	Academic Services - ASSESSMENT AND EXAMINATIONS	S1 Wk4 Wed 14:00	Wed 16 th Oct 2024
ODL Distance Learning Block 2 Teaching Period (DL2)			Mon 28th Oct to Fri 13th Dec 2024
<i>Graduation (2023/24 PGT)</i>	<i>Graduation Office</i>		
<i>Graduation (2024/25 finalists)</i>	<i>Graduation Office</i>		

Notes

- Schools have discretion as to whether or not to schedule a **reading week** which may be in week 6 of Semester 1 only. This ensures that students on joint degrees and electives taken outside their School only have one reading week. Schools must inform students of modules that do, and do not, have a reading week and provide a clear rationale for the purpose of the reading week, ensuring that an element of directed learning is provided.
- **Submission deadlines:**
 - must be staggered throughout the teaching and assessment period (including A3), to ensure deadlines are staggered.
 - Finalist deadlines in A2 should be staggered towards the start of the assessment period to allow time for marking and moderation and for marking of late submissions.
 - Staggering of deadline times (not days) may be undertaken centrally where there are multiple submission deadlines at the same time on the same day, to reduce impact on the service.
- **Exams** will be scheduled during the assessment periods and may be scheduled on the same day as a submission deadline. The University will endeavour to not schedule more than one exam on a single day for an individual student, where this is possible.
- **Resits** for all modules will take place in A3. Exams will be scheduled over the two weeks to provide an improved exam schedule (not necessarily Semester 1 exams in week 1 and Semester 2 exams in week 2).
- **Take Away Papers (TAPs)**
(24h TAPs will no longer be centrally timetabled if they are set in the assessment periods (A1/A2/A3)). Schools can schedule TAPs using the dates below and submission deadlines for the cohort must be set by the School within the following parameters to avoid a clash with an exam:
 - the 'work time' and submission deadline should not normally fall on a weekend or bank holiday
 - the week after Semester 1 week 11 (TAPs to be released on Monday 18/12/23 and submitted on: Tuesday 19/12/23 (24h) or Wed 20/12/23 (48hr)
 - A1: The week before the start of A1 2024 (TAPs to be released Wednesday 03/01/24 and submitted on: Thursday 04/01/24 (24h); or Friday 05/01/24 (48hr) (inform students early to ensure they are available)
 - A2: Revision week in Semester 2 (w/c 6/5/24)

- A3: TAPs to be released during w/c 26th August 2024 (n.b. Monday 26th August is a Bank Holiday)
- Care should be taken in scheduling a TAP on an elective, since a student may have more than one TAP.
- TAPs should have a release and submission time of 10am to allow for students with Reasonable Adjustments to submit on the same day.

Online Distance Learning Marks Calendar 2023-2024

Activity	Responsible	Timeframe	Date 2023-24
Distance Learning Block 1 (DL1)			Mon 04th September to Fri 20th October 2023
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published	Module Convenors Moderators Module Convenors/School	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks)	
Conflate and send CWK marks	Module Convenors	On-going by March exam boards.	
Distance Learning Block 2 (DL2)			Mon 30th October to Fri 15th December 2023
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published	Module Convenors Moderators Module Convenors/School	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks)	
Conflate and send CWK marks	Module Convenors	On-going by March exam boards.	
Winter Vacation			Mon 18th Dec 2023 to Mon 8th Jan 2024
Winter Graduation	Graduation office		22 nd -26 th January 2024 TBC
Distance Learning Block 3 (DL3)			Mon 8th January to Fri 23rd Feb 2024
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published	Module Convenors Moderators Module Convenors/School	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks)	
Conflate and send CWK marks	Module Convenors	On-going by July exam boards.	
Distance Learning Block 4 (DL4)			Mon 4th March to Fri 19th April 2024
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published	Module Convenors Moderators Module Convenors/School	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks)	
Conflate and send CWK marks	Module Convenors	On-going by July exam boards.	
Final Exceptional Circumstances decisions deadline	Exceptional Circumstances	S2 Wk6 Thurs 17:30	Thurs 07 th March 2024 @ 17:30

(DL blocks 1&2, any eligible ODL students) (Usually on-campus PGT resits only)			
Misconduct Panel deadline (PGT resits) (Any eligible ODL students)	Academic Services - STUDENT ADMINISTRATION	S2 Wk7 Mon 17:30	Mon 11 th Mar 2024 @ 17:30
MAB (DL blocks 1 & 2)	MABs	S2 Wk7 Tue 17:30	Tue 12 th Mar 2024 @ 17:30
PAB (DL blocks 1 & 2)	PABs (can be virtual)	S2 Wk7 Wed to Fri 17:30	Wed 13 th to Fri 15 th Mar 2024
PGT award decisions published	Academic Services - ASSESSMENT AND EXAMINATIONS	S2 Wk8 Thu	Thu 21 st Mar 2024 @ 10:00
Spring Vacation			Sat 20th April to Mon 6th May 2024
ODL Resit period 1 (DLR) (DL Blocks 5,6,1 & 2)		Mon 22nd April 2024 10:00 UK time to Tues 7th May 2024 10:00 UK time	
Distance Learning Block 5 (DL5)		Tuesday 7th May to Friday 21st June 2024 *Tues start due to Bank holiday	
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by October exam boards.	
Distance Learning Block 6 (DL6)		Mon 1st July to Fri 16th August 2024	
CWK marking (incl. feedback) CWK moderation CWK marks and feedback published Conflate and send CWK marks	Module Convenors Moderators Module Convenors/School Module Convenors	Marking deadline: set by School Moderation deadline: set by School Marks publication: set by School (normally within 3 weeks) On-going by October exam boards.	
Final Exceptional Circumstances decisions deadline (PGT) (DL blocks 3 & 4) (Any eligible ODL students)	Exceptional Circumstances	VAC Wk5 Tue 17:30	Tue 2 nd July 2024 @ 17:30

Misconduct Panel decisions deadline (PGT) (Any eligible ODL students)	Academic Services - STUDENT ADMINISTRATION	VAC Wk5 Thurs 17:30	Thurs 4th July 2024 @ 17:30
MAB (DL blocks 3 & 4)	MABs	VAC Wk6 Mon	Mon 8th July 2024
PAB pre-meetings (PGT) (DL blocks 3 & 4)	PABs	VAC Wk6 Mon to Wed	Mon 8th to Wed 10th July 2024
PAB (DL blocks 3 & 4)	PABs	VAC Wk6 Wed or Thu	Wed 10th or Thu 11th July 2024
PGT results published (Any eligible ODL students)	Academic Services - ASSESSMENT AND EXAMINATIONS	VAC Wk7 Wed 14:00	Wed 17th July 2024 @ 14:00
Graduation (including postponed)	Graduation Office	VAC Wk8 Mon to Fri	Mon 22nd Jul to Fri 26th July 2024 TBC
Resit assessment period 2 (DLR) (DL Blocks 3 & 4)		Mon 19th Aug 2024 10:00 UK time to Mon 2nd September 2024 10:00 UK time	
AY dates for 2024/24			
Distance Learning Block 1 (DL1)			Monday 2nd September to Friday 18th October 2024
Deadline for all PGT A3 marks input (changes possible following external moderation) (Any eligible ODL students – August resits)	Schools	S1 Wk2 Mon	Mon 30th Sept 2024
Final Exceptional Circumstances decisions deadline (usually PGT A3) (DL blocks 5 & 6) (Any eligible ODL students)	Exceptional Circumstances	S1 Wk2 Thu 17:30	Thurs 3rd Oct 2024
Misconduct Panel decisions deadline (PGT A3) (Any eligible ODL students)	Academic Services - STUDENT ADMINISTRATION	S1 Wk2 Thu 17:30	Thurs 3rd Oct 2024
MAB (DL blocks 5 & 6 & August resits)	MABs	S1 Wk3 Mon (normally)	Mon 7th Oct 2024
PAB (DL blocks 5 & 6 & August resits)	PABs	S1 Wk3 Wed or Thu (normally)	Wed 9th or Thurs 10th Oct 2024

PGT results published	Academic Services - ASSESSMENT AND EXAMINATIONS	S1 Wk4 Wed 14:00	Wed 16th Oct 2024
Distance Learning Block 2 (DL2)			Monday 28th October to Friday 13th December 2024
Graduation (2023/24 PGT)	Graduation Office		TBC

Notes

- Distance learning blocks run 6 times per year and start in the following months
 - DL1 – September
 - DL2 – October/November
 - DL3 – January
 - DL4 – March
 - DL5 – May
 - DL6 – July
- ODL students have resit periods per year, taking place in April and August. The April resit period falls in the 2 week break between DL4 & DL5, and the August resit period falls in the 2 week break between DL6 & DL1.
- DL blocks 5, 6, 1 and 2 are processed for resit assessments in April each year. DL blocks 3 and 4 are processed for resit assessments in August.
- Different distance learning blocks go to different MABS & PABS:
 - DL blocks 1 (September) and 2 (October) go to March
 - DL blocks 3 (January) and 4 (March) go to July, and
 - DL blocks 5 (May) and 6 (July) go to October.

Summer School Marks Calendar 2023-2024

Activity	Responsible	Timeframe	Date 2023-24
Undergraduate Summer School Teaching Session 1 (S1)			Mon 1st July to Fri 19th July 2024
Physics Undergraduate Summer Teaching School Session 1 (S1)			Mon 1st July to Fri 26th July 2024
Final assessment submission deadlines for Undergraduate Summer School			S1: 4pm on Thursday 18 th July 2024 S2: 4pm on Thursday 8 th August 2024
Undergraduate Summer School Teaching Session 2 (S2)			Mon 22nd July to Fri 9th Aug 2024
Physics Undergraduate Summer Teaching School Session 1 (S1)			Mon 29th July to Fri 23rd Aug 2024
Marking deadline			Fri 30 th Aug 2024
MAB	MABs		Weds 18 th Sept 2024 - TBC
Results published	Global Engagement		Wed 25 th Sept 2024 - TBC

2023-24 TNE Academic Cycle

ZJSU (for 23-24)							
w/c	Term weeks	teaching & assessment	general QA timeline	UG Finalist QA Timeline	UG Progression QA Timeline	PGT Progression & Finalist QA Timeline	
4th Sept							
11th Sept	Autumn week 1	Teaching					
18th Sept	Autumn week 2						
25th Sept	Autumn week 3						
2nd Oct	Autumn week 4						
9th Oct	Autumn week 5						
16th Oct	Autumn week 6						
23rd Oct	Autumn week 7						
30th Oct	Autumn week 8						
6th Nov	Autumn week 9						
13th Nov	Autumn week 10						
20th Nov	Autumn week 11						
27th Nov	Autumn week 12						
4th Dec	Autumn week 13						
11th Dec	Autumn week 14						
18th Dec	Autumn week 15						
25th Dec	Autumn week 16			marking			marking
1st Jan	Autumn week 17			marking			marking & EC deadline
8th Jan	Autumn week 18	Exam period	marking & EC deadline	marking	marking	pre exam board	
15th Jan	Autumn week 19		pre exam board	marking	marking	pre exam board	
22nd Jan	ZJSU CLOSURE	ZJSU CLOSURE	pre exam board	marking & EC deadline	marking & EC deadline	MAB & PAB (no capacity within existing team)	
29th Jan			MAB & PAB	pre exam board	pre exam board	PAB outcome processing & result publication	

5th Feb			PAB outcome processing & result publication	pre exam board	pre exam board	resit preparation
12th Feb			resit preparation	MAB & PAB (combined)		marking
19th Feb			marking	PAB outcome processing & result publication	PAB outcome processing & result publication	marking
26th Feb	Spring Week 1	A1Resit (CW) + Teaching	marking	resit preparation	resit preparation	
4th March	Spring Week 2	A1 Resit exam		Resit exam and marking	Resit exam and marking	
11th March	Spring Week 3	Teaching		marking	marking	Degree Certificates available
18th March	Spring Week 4					
25th March	Spring Week 5					
1st April	Spring Week 6			Poster submission on 5th April, actual exhibition and award TBC		
8th April	Spring Week 7					
15th April	Spring Week 8					
22nd April	Spring Week 9					
29th April	Spring Week 10					
6th May	Spring Week 11					
13th May	Spring Week 12					
20th May	Spring Week 13				Dissertation Submission Thursday, Presentation Friday	
27th May	Spring Week 14					
3rd June	Spring Week 15					
10th June	Spring Week 16					
17th June	Spring Week 17	A2 ASSESSMENT	marking	marking	marking	
24th June	Spring Week 18		marking	marking	marking	

1st July	ZJSU CLOSURE	ZJSU CLOSURE	marking & EC deadline	pre exam board & EC deadline	marking & EC deadline	marking & EC deadline
8th July			pre exam board	MAB & PAB week	pre exam board	marking
15th July			MAB & PAB week	PAB outcome processing	pre exam board	marking
22nd July			MAB & PAB week	Results publication & resit prep	MAB & PAB week	marking
29th July			PAB outcome processing	Appeals (A1 and A2)	PAB outcome processing	pre exam board
5th Aug			Results publication & resit prep		Results publication & resit prep	MAB & PAB week
12th Aug			Appeals (A1 and A2)	Degree Certificates available	Appeals (A1 and A2)	PAB outcome processing
19th Aug				A2 Resits (Exam+CW)		
26th Aug		A2 resits PGT only (Exam & Cwk)	marking	marking	marking	Appeals (A1 and A2)
2nd Sept	Autumn week 1	Teaching (No Coursework Y2+)	marking & EC deadline	marking & EC deadline	marking & EC deadline	
9th Sept	Autumn week 2		pre exam board	pre exam board	pre exam board	marking
16th Sept	Autumn week 3		MAB & PAB week	MAB & PAB (combined)		marking & EC deadline
23rd Sept	Autumn week 4		PAB outcome processing & results publication	PAB outcome processing & results publication	PAB outcome processing & results publication	pre exam board
30th Sept	Autumn week 5		Repeat Year Confirmation from Students	Repeat Year Confirmation from Students	Repeat Year Confirmation from Students	MAB & PAB week
7th Oct	Autumn week 6					PAB outcome processing & results publication
14th Oct	Autumn week 7					

21st Oct	Autumn week 8			Degree Certificates available		
28th Oct	Autumn week 9					Degree Certificates available

Pre exam board	Coordinating marking of exam scripts, script checking, mark entry, mark entry checking, dealing with queries from students on e-submission error and EC claims, coordinating internal and external moderation. ensuring all data complete, chasing missing marks then preparing MAB reports. Delays in marking from ZISU colleagues (up to 4 weeks), means moderation is also extensively delayed or not completed.
MAB & PAB week	Running MAB and processing any marks changes in time for pre-meeting following day. Pre-meeting: scrutinising each student's mark array checking for errors (UG: 600 candidates, PGT: 100 candidates) Checking outcome for each candidate and making recommendations for the PAB, separating straightforward arrays from those requiring consideration by the PAB. Scanning arrays and preparing other paperwork for PAB. Running PAB. This is a full week of work.
PAB outcome processing	Part one: Entering PAB outcomes on database for candidates individually. (UG: 600 candidates, PGT: 100 candidates) Checking then required. Part two: Setting up sits/resits for all candidates who have failed modules including working out capped/uncapped weightings and carry forward marks for each failed module. Checking then required. NOTE: 2 nd resits must be set up by SSRO (central team). We need to agree timings in advance and stick to them in order to fit with central team workload.
Results publication & resit prep	Comms to students on next steps, dealing with student queries on resits, marks queries, threshold marking. Ensuring that all retake coursework assignment briefs are published consistently to allow sufficient time for students to submit. Students trailing from the previous year need to be added to the current year's Canvas site and submission points set up manually.
Coursework support	Standard processes include: Assisting with mark entry, coordinating moderation, e-submission error support, and chasing and confirming marks before MABS. ZISU additional work includes: Rectifying errors with mark entry, reversing manual application of late penalties, unofficial changes to submission deadlines causing automatic non-submission on Sussex Direct. Inaccurate logging of absence. Chasing queries – delays on response from ZISU colleagues leave us unable to confirm marks.