

## UNE BUSINESS SCHOOL PLANNER - JANUARY 2020 to FEBRUARY 2021

### JANUARY 2020

Wednesday	1	NEW YEAR'S DAY HOLIDAY
Wednesday	2	Lectures Trimester 3 2019 Reconnence
Monday	13	Trimester 3 2019 Results sheets to Coordinators
Friday	24	Maximum Trimester 2 2019 SET date (12 months for pracs)
Friday	24	Trimester 3 2019 Lectures end.
Friday	24	Call for Trimester 3 2019 Results from Exams Office
Sunday	26	AUSTRALIA DAY
Monday	27	AUSTRALIA DAY HOLIDAY
Tuesday	28	Trimester 3 2019 Exams start

### FEBRUARY 2020

Friday	4	Deadline for Trimester 3 2019 SET applications (Maximum Trimester 3 SET date is 29 May 2020)
Wednesday	5	Trimester 3 2019 Exams end. Trimester 3 2019 ends.
Wednesday	12	Deadline for Trimester 3 2019 Special exam/consideration applications
Thursday	13	Results for Trimester 3 2019 to Admin Staff
?	?	Unit Amendment Forms for 2020 will be sent out by Admin Staff (*approximate date TBC)
Tuesday	18	Upload Trimester 3 2019 results by 3pm
Wednesday	19	BOE reports provided to Schools
Thursday	20	Sign off on Trimester 3 results plus amendments by 3pm
Thursday	20	Board of Examiners Meeting at 10am
Friday	21	Trimester 3 2019 results published
Monday	24	Trimester 1 2020 units 'go live'
Monday	24	Call for Exam papers and Exam Scheduling Requests (Tri 1 2020) - From Exams Staff
Thursday	27	UNEBS Trimester 1 2020 Orientation
Friday	28	Send Exam timetable to Jane before Monday 2 March

### MARCH 2020

Monday	2	Trimester 1 2020 Lectures start
Monday	2	Exam scheduling Requests due back from Schools
Monday	2	Admin Staff to call for Trimester 1 Exam papers
?	?	Trimester 2 Booklist forms sent to Admin Staff from CAUC
?	?	Trimester 1 Class Lists to Coordinators
Tuesday	17	Draft Trimester 1 exam timetable to Schools
Wednesday	18	Draft Trimester 1 exam timetable signed off by Schools
Friday	20	Final exam timetable published, students emailed
Monday	23	Census date for Trimester 1 2020
?	TBC	Trimester 2 Booklist workflow opens for Schools
?	TBC	Trimester 2 Booklist due to Admin Staff

### APRIL 2020

?	?	Updated Trimester 1 Class Lists to Coordinators
Monday	6	Draft exam papers for Trimester 1 to Admin Staff
Thursday	9	Trimester 1 2020 - mid Trimester break
Friday	10	GOOD FRIDAY
Saturday	11	EASTER SATURDAY

Sunday	12	EASTER SUNDAY
Monday	13	EASTER MONDAY
Tuesday	14	Intensive Schools start
Friday	24	Intensive Schools end
Saturday	25	ANZAC DAY
Monday	27	Final Exam papers due in TRIM for Trimester 1
Monday	27	Trimester 1 2020 - Lectures recommence
<b>MAY 2020</b>		
Friday	1	FSABL Graduation Day
?	TBC	Trimester 2 Booklist process to be completed
Monday	4	Last day to withdraw without Academic Penalty for Trimester 1 2020
?	TBC	Trimester 2 Textbooks published
Friday	8	UNE Open Day
Monday	25	Trimester 1 Results sheets to Coordinators
Friday	29	Maximum Trimester 3 2019 SET date (12 months for pracs)
Friday	29	Call for Results - Trimester 1 2020 (from Exams)
Friday	29	Trimester 1 2020 Lectures end
<b>JUNE 2020</b>		
Monday	1	Online Exams start - Trimester 1 2020
Monday	1	Intensive Schools start
Monday	8	Deadline for Trimester 1 2020 SET applications - Maximum SET date is 25 September 2020
Monday	8	QUEEN'S BIRTHDAY
Tuesday	9	Paper-based Exams Start - Trimester 1 2020
Friday	19	Trimester 1 2020 Exams End Trimester 1 2020 ends
Friday	19	Intensive Schools end
Monday	22	Results to Admin Staff for Trimester 1
Monday	22	Trimester 2 2020 Units "go live"
Monday	22	Earliest Day for Release of Trimester 1 2020 Results
Tuesday	23	Call for Exam papers and Exam Scheduling requests (from Exams)
Friday	26	Deadline for Trimester 1 2020 Special exam/consideration applications
Monday	13	Admin Staff call for Trimester 2 draft exam papers
Friday	26	Upload Trimester 1 Results by 3pm
Monday	29	BOE reports provided to Schools
Tuesday	30	Sign off on Trimester 1 results plus amendments by 3pm
Tuesday	30	Board of Examiners Meeting at 10am
Friday	26	Send Exam Timetable for Trimester 2 to Jane before Monday
Monday	29	Exam scheduling requests due back from School
Monday	29	Trimester 2 2020 Starts
<b>JULY 2020</b>		
Wednesday	1	Latest day for Release of Trimester 1 2020 Results
?	?	Trimester 3 Booklist forms sent to Admin Staff from CAUC
?	?	Trimester 2 Class Lists to Coordinators
?	?*	Data collection for 2019 Class Timetabling requests (approximate date*)
Tuesday	14	Draft Trimester 2 exam timetable to Schools
Wednesday	15	Draft Trimester 2 exam timetable signed off by Schools
Friday	17	Final Trimester 2 exam timetable published

?	TBC	CPA Networking & Awards Night
<b>Monday</b>	<b>20</b>	<b>Census date for Trimester 2 2020</b>
<b>AUGUST 2020</b>		
?	TBC	Trimester 3 Booklist workflow opens for Schools
?	TBC	Trimester 3 Booklist due to Admin Staff
<b>Monday</b>	<b>5</b>	<b>Updated Trimester 2 Class Lists to Coordinators</b>
?	?*	Data collection for Intensive School Timetabling 2019 (approximate date*)
<b>Friday</b>	<b>7</b>	<b>Trimester 2 break</b>
<b>Monday</b>	<b>10</b>	<b>Draft Exam papers for Trimester 2 to Admin Staff</b>
Monday	10	Intensive School starts
Friday	21	Intensive School ends
<b>Monday</b>	<b>24</b>	<b>Trimester 2 Teaching recommences</b>
<b>Monday</b>	<b>24</b>	<b>Final Exam papers due in TRIM for Trimester 2</b>
Saturday	29	FSABL Graduation Day
<b>Monday</b>	<b>31</b>	<b>Last day to withdraw without Academic Penalty for Trimester 2 2020</b>
<b>SEPTEMBER 2020</b>		
Monday	21	Trimester 2 Results sheets to Coordinators
Friday	25	Maximum SET Date - Trimester 1 2020 (12 months for pracs)
Friday	25	Teaching Ends Trimester 2 2020
Friday	25	Call for Trimester 2 2020 Results (From Exams staff)
<b>Monday</b>	<b>28</b>	<b>Online Exams Start - Trimester 2 2020</b>
Monday	28	Intensive School Period Starts
?	TBC	Trimester 3 Booklists process to be completed
?	TBC	Trimester 3 Textbooks published
<b>OCTOBER 2020</b>		
<b>Friday</b>	<b>4</b>	<b>Trimester 2 Lectures end</b>
Friday	5	Deadline for Trimester 2 2020 SET applications
<b>Monday</b>	<b>5</b>	<b>LABOUR DAY</b>
<b>Tuesday</b>	<b>6</b>	<b>Paper-based Exams Start - Trimester 2 2020</b>
		<b>Trimester 2 Exams end</b>
<b>Friday</b>	<b>16</b>	<b>Trimester 2 ends</b>
Friday	16	Intensive School Period Ends
?	TBC	2020 Trimester 1 & 2 Booklists to Admin Staff from CAUC
?	TBC	2020 Trimester 1 & 2 Booklists workflow opens to schools
?	TBC	2020 Trimester 1 & 2 Booklists to Admin Staff
<b>Monday</b>	<b>19</b>	<b>Earliest Release Date for Trimester 2 2020 Results</b>
?	?*	Draft unit Timetables sent for checking (*approximate date)
<b>Monday</b>	<b>19</b>	<b>Exam results for Trimester 2 to Admin staff</b>
Monday	19	Trimester 3 units 'go live'
Friday	23	Deadline for Trimester 2 2020 Special exam/consideration applications
Friday	23	Upload Trimester 2 Results by 3pm
Monday	26	BOE reports provided to Schools
Tuesday	27	Sign off on Trimester 2 results plus amendments by 3pm
Tuesday	27	Board of Examiners Meeting at 10am
<b>Monday</b>	<b>26</b>	<b>Trimester 3 Lectures Start</b>
<b>Wednesday</b>	<b>28</b>	<b>Latest Release Date for Trimester 2 2020 Results</b>

Tuesday	27	Call for Exam Papers and Exam Timetabling Requests - Tri 3 2020 (from Exams Staff)
<b>NOVEMBER 2020</b>		
?	?	Trimester 3 Class Lists to Coordinators
Monday	2	Exam timetabling requests due back from Schools - Tri 3 2020
Tuesday	17	Draft Exam timetable sent to Schools
Wednesday	18	Draft Trimester 3 exam timetable signed off by Schools
Friday	20	Final Trimester 3 exam timetable published, students emailed
<b>Monday</b>	<b>23</b>	<b>Census date for Trimester 3</b>
?	TBC	2020 Trimester 1 & 2 Booklist process to be completed
<b>DECEMBER 2020</b>		
Monday	2	Updated Trimester 3 Class Lists to Coordinators
Monday	7	Draft Exam papers for Tri 3 2020 to Admin Staff
Monday	7	Intensive School Period Starts
Saturday	12	FSABL Graduation Day
<b>Monday</b>	<b>14</b>	<b>Last day to withdraw without Academic Penalty for Trimester 3</b>
?	TBC	Trimester 1 Textbooks published
Friday	18	Intensive School Period Ends
<b>Friday</b>	<b>18</b>	<b>Trimester 3 break</b>
Monday	21	Final Exam papers due in TRIM for Trimester 3
Friday	25	<b>CHRISTMAS DAY</b>
Saturday	26	<b>BOXING DAY</b>
Monday	28	<b>BOXING DAY HOLIDAY</b>
<b>JANUARY 2021</b>		
Friday	1	<b>NEW YEAR'S DAY HOLIDAY</b>
Monday	4	Intensive Schools start
<b>Monday</b>	<b>4</b>	<b>Trimester 3 Lectures recommence</b>
Monday	13	Trimester 3 Results sheets to Coordinators
Tuesday	26	<b>AUSTRALIA DAY</b>
<b>FEBRUARY 2021</b>		
Friday	5	Call for Results from Exams Staff
Friday	5	Trimester 3 2020 Lectures end
Friday	5	Maximum SET Date Tri 2 2020 (12 months for pracs)
Monday	8	Intensive School Period Starts
<b>Monday</b>	<b>8</b>	<b>Online Exams Start - Trimester 3 2020</b>
<b>Monday</b>	<b>15</b>	<b>Paper-based Exams Start - Trimester 3 2020</b>
<b>Friday</b>	<b>26</b>	<b>Trimester 3 2020 Exams end</b>
Thursday	13	Exam results for Trimester 3 to Admin Staff
Monday	21	Deadline for Trimester 3 SET applications (Maximum Date 28 May 2021)
Monday	22	Trimester 1 2021 units 'go live'
Friday	26	Intensive School Period Ends
<b>MARCH 2021</b>		
Monday	1	Earliest Date for Release of Marks - Tri 3 2020
<b>Monday</b>	<b>1</b>	<b>Trimester 1 2021 Lectures start</b>
Friday	5	Deadline for Special Exam/Consideration Requests - Tri 3 2020
Friday	5	Upload Trimester 3 Results by 3pm

Monday	8	BOE reports provided to schools
Tuesday	9	Sign off on Trimester 3 results plus amendments by 3pm
Tuesday	9	Board of Examiners meeting at 10am
Wednesday	10	Latest Date for Release of Results -Trimester 3 2020

**eReserve material should be submitted to:**

Dixson eReserve, all enquiries to email: [eReserve@une.edu.au](mailto:eReserve@une.edu.au) (or extension 2458 - service desk)

Physical items to be made available through the Dixson Open Reserve (books, videos, kits etc) should be submitted to [library.orders@une.edu.au](mailto:library.orders@une.edu.au) (extension 3015)