

UNE BUSINESS SCHOOL PLANNER - DECEMBER 2018 to FEBRUARY 2020

DECEMBER 2018

Monday 24 **Trimester 3 break**

Tuesday 25 **CHRISTMAS DAY**

Wednesday 26 **BOXING DAY**

JANUARY 2019

Tuesday 1 **NEW YEAR'S DAY HOLIDAY**

Wednesday 2 Intensive Schools start

Wednesday 2 **Trimester 3 Lectures recommence**

Monday 7 Trimester 3 Results sheets to Coordinators

Friday 25 Maximum Trimester 2 SET date (12 months for pracs)

Friday 25 **Trimester 3 Lectures end**

Saturday 26 **AUSTRALIA DAY**

Monday 28 **AUSTRALIA DAY HOLIDAY**

Tuesday 29 Trimester 3 Exams start

FEBRUARY 2019

Friday 1 Deadline for Trimester 3 SET applications - Maximum Trimester 3 SET date is 31 May 2019

Monday 11 Trimester 3 Exams end

Thursday 14 Results for Trimester 3 to Admin Staff

Monday 18 Unit Amendment Forms for 2020 will be sent out by Admin Staff (*approximate date TBC)

Monday 18 Deadline for Trimester 3 Special exam/consideration applications

Tuesday 19 Upload Trimester 3 results by 3pm

Wednesday 20 BOE reports provided to Schools

Wednesday 20 Sign off on Trimester 3 results plus amendments by 3pm

Thursday 21 Board of Examiners Meeting at 10am

Friday 22 Trimester 3 results published

Friday 22 Intensive Schools end

Monday 25 Trimester 1 units 'go live'

MARCH 2019

Friday 1 Trimester 2 Booklist forms sent to Admin Staff from CAUC

Monday 4 **Trimester 1 Lectures start**

Monday 4 Trimester 1 Class Lists to Coordinators

Monday 4 Admin Staff to call for Trimester 1 draft Exam papers

Wednesday 6 Send Exam timetable for Trimester 1 to Jane before Monday 11 March

Friday 15 Draft exam papers for Trimester 1 to Admin Staff

Tuesday 19 Draft Trimester 1 exam timetable to Schools

Wednesday 20 Draft Trimester 1 exam timetable signed off by Schools

Friday TBC Trimester 2 Booklist workflow opens for Schools

Friday TBC Trimester 2 Booklist due to Admin Staff

Friday 22 Final Trimester 1 exam timetable published

Monday 25 Census date for Trimester 1

Friday 29 Final Exam papers due in TRIM for Trimester 1

APRIL 2019

Monday 1 Updated Trimester 1 Class Lists to Coordinators

Thursday	18	Trimester 1 break
Friday	19	GOOD FRIDAY
Saturday	20	EASTER SATURDAY
Sunday	21	EASTER SUNDAY
Monday	22	EASTER MONDAY
Tuesday	23	Intensive Schools start
Thursday	25	ANZAC DAY
MAY 2019		
Friday	3	FSABL Graduation Day
Saturday	4	Intensive Schools end
Friday	TBC	Trimester 2 Booklist process to be completed
Monday	6	Last day to withdraw without Academic Penalty for Trimester 1
Monday	6	Trimester 1 Lectures recommence
Friday	TBC	Trimester 2 Textbooks published
Monday	20	Trimester 1 Results sheets to Coordinators
Friday	31	Maximum Trimester 3 SET date (12 months for pracs)
Friday	31	Trimester 1 Lectures end
JUNE 2019		
Monday	3	Trimester 1 Exams start
Monday	10	Deadline for Trimester 1 SET applications - Maximum SET date is 4 October 2019
Monday	10	QUEEN'S BIRTHDAY
Monday	17	Trimester 1 Exams end
Tuesday	18	Intensive Schools start
Thursday	20	Results to Admin Staff for Trimester 1
Monday	24	Deadline for Trimester 1 Special exam/consideration applications
Tuesday	25	Upload Trimester 1 Results by 3pm
Wednesday	26	BOE reports provided to Schools
Wednesday	26	Sign off on Trimester 1 results plus amendments by 3pm
Thursday	27	Board of Examiners Meeting at 10am
Friday	28	Trimester 1 Results published
Saturday	29	Intensive Schools end
JULY 2019		
Monday	1	Trimester 2 units 'go live'
Monday	1	Trimester 3 Booklist forms sent to Admin Staff from CAUC
Wednesday	3	Send Exam Timetable for Trimester 2 to Jane before Monday
Monday	8	Admin Staff call for Trimester 2 draft exam papers
Monday	8	Trimester 2 Lectures start
Monday	8	Trimester 2 Class Lists to Coordinators
Monday	8*	Data collection for 2019 Class Timetabling requests (approximate date*)
Wednesday	TBC	CPA Networking & Awards Night
Friday	19	Draft Exam papers for Trimester 2 to Admin Staff
Tuesday	23	Draft Trimester 2 exam timetable to Schools
Wednesday	24	Draft Trimester 2 exam timetable signed off by Schools
Friday	26	Final Trimester 2 exam timetable published
Monday	29	Census date for Trimester 2
AUGUST 2019		

Friday	2	Final Exam papers due in TRIM for Trimester 2
Friday	TBC	Trimester 3 Booklist workflow opens for Schools
Friday	TBC	Trimester 3 Booklist due to Admin Staff
Monday	5	Updated Trimester 2 Class Lists to Coordinators
Thursday	22*	Data collection for Intensive School Timetabling 2019 (approximate date*)
Friday	23	Trimester 2 break
Sunday	25	Intensive School starts
Saturday	31	FSABL Graduation Day
SEPTEMBER 2019		
Saturday	7	Intensive School ends
Monday	9	Trimester 2 Lectures recommence
Monday	9	Last day to withdraw without Academic Penalty for Trimester 2
Friday	TBC	Trimester 3 Booklists process to be completed
Friday	TBC	Trimester 3 Textbooks published
Monday	30	Trimester 2 Results sheets to Coordinators
OCTOBER 2019		
Friday	4	Trimester 2 Lectures end
Friday	4	Maximum Trimester 1 SET date (12 months for pracs)
Monday	7	LABOUR DAY
Tuesday	8	Trimester 2 Exams start
Tuesday	15	Deadline for Trimester 2 SET applications - Maximum SET date is 24 January 2020
Friday	18	2020 Trimester 1 & 2 Booklists to Admin Staff from CAUC
Monday	21	Trimester 2 Exams end
Friday	TBC	2020 Trimester 1 & 2 Booklists workflow opens to schools
Friday	TBC	2020 Trimester 1 & 2 Booklists to Admin Staff
Tuesday	22*	Draft unit Timetables sent for checking (*approximate date)
Thursday	24	Exam results for Trimester 2 to Admin staff
Monday	28	Deadline for Trimester 2 Special exam/consideration applications
Monday	28	Trimester 3 units 'go live'
Tuesday	29	Upload Trimester 2 Results by 3pm
Wednesday	30	BOE reports provided to Schools
Wednesday	30	Sign off on Trimester 2 results plus amendments by 3pm
Thursday	31	Board of Examiners Meeting at 10am
NOVEMBER 2019		
Friday	1	Trimester 2 Results published
Monday	4	Trimester 3 Lectures start
Monday	4	Trimester 3 Class Lists to Coordinators
Monday	4	Admin staff call for Trimester 3 draft exam papers
Wednesday	6	Exam timetable for Trimester 3 to Jane before Monday 11 November
Friday	15	Draft Exam papers for Trimester 3 to Admin Staff
Tuesday	19	Draft Trimester 3 timetable to Schools
Wednesday	20	Draft Trimester 3 exam timetable signed off by schools
Friday	22	Final Trimester 3 exam timetable published
Monday	25	Census date for Trimester 3
Friday	TBC	2020 Trimester 1 & 2 Booklist process to be completed
Friday	29	Final Exam papers due in TRIM for Trimester 3
DECEMBER 2019		
Monday	2	Updated Trimester 3 Class Lists to Coordinators

Saturday	14	FSABL Graduation Day
Monday	16	Last day to withdraw without Academic Penalty for Trimester 3
Friday	TBC	Trimester 1 Textbooks published
Friday	20	Trimester 3 break
Wednesday	25	CHRISTMAS DAY
Thursday	26	BOXING DAY
JANUARY 2020		
Wednesday	1	NEW YEAR'S DAY HOLIDAY
Monday	6	Intensive Schools start
Monday	6	Trimester 3 Lectures recommence
Monday	13	Trimester 3 Results sheets to Coordinators
Friday	24	Trimester 3 Lectures end
Friday	24	Maximum Trimester 2 SET date (12 months for pracs)
Sunday	26	AUSTRALIA DAY
Monday	27	AUSTRALIA DAY HOLIDAY
Tuesday	28	Trimester 3 Exams start
FEBRUARY 2020		
Tuesday	4	Deadline for Trimester 3 SET applications - Maximum SET date is 29 May 2020
Monday	10	Trimester 3 Exams end
Thursday	13	Exam results for Trimester 3 to Admin Staff
Monday	17	Deadline for Trimester 3 Special exam/consideration applications
Tuesday	18	Upload Trimester 3 Results by 3pm
Wednesday	19	BOE reports provided to schools
Wednesday	19	Sign off on Trimester 3 results plus amendments by 3pm
Thursday	20	Board of Examiners meeting at 10am
Friday	21	Trimester 3 Results published
Monday	24	Trimester 1 units 'go live'
MARCH 2020		
Monday	2	Trimester 1 Lectures start
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