



The British University in Egypt

September 2021

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
					1	2	3
					UG – SAP Assessments		
					Staff Development Committee 11:00 – 13:00	PG- S2 transcripts online	
	4	5	6	7	8	9	10
		IT Committee	Library Committee	Executive Group 12:00 – 14:00	UG – SAP Assessments		
	WB S1 Coursework Briefs to UK validating partners				UTLC Meeting		
SAP assessments	11	12	13	14	15	16	17
	UG – SAP Assessments						
Military Training	18	19	20	21	22	23	24
			Prep Year Committee 11:00 – 12:00	University Board 12:00 – 14:00	Staff Development Day	UG-SAP mark entry deadline.	
		PG – S1 Student Registration			Uni. Registrar feedback on SAP AMC	UG- SAP IP submission deadline	
		New staff Induction (Faculty Level)					
Military Training	25	26	27	28	29	30	
	PG- S1 Start of Teaching	UG-SAP IP & AMC panels and Examination Boards					



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October 2021

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
							1
Pre year students induction week	2	3	4 Library Committee	5 Executive Group 12:00 – 14:00	6	Armed Forces Day (official Holiday)	8
	21/22 Prep year Students Induction						
WB Feedback on S1 Coursework Briefs		University Board (Approval on SAP results)	UG-SAP transcripts				
UG – S1 Teaching week 1	9	10 SAP Enquiries and appeals submission deadline.	11 IT Committee	12	13 Staff Development Committee 11:00 – 13:00	14	15
	UG New Academic Year 2021/2022				SAP Appeals Committees		
UG – S1 Teaching week 2	16	17	18	19	20 UTLC Meeting	The Prophet's Birthday.	22
UG – S1 Teaching week 3	23	24	25	26	27	28 Q & V to provide APR data to faculties	29
UG – S1 Teaching week 4	30	31					



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November 2021

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
UG – S1 Teaching week 4 Cont..			1	2 Executive Group 12:00 – 14:00	3	4	5
UG – S1 Teaching week 5	6 W/B APR submission to UTLC	7 Research Committee	8	9	10	11	12
UG – S1 Teaching week 6	13 WB/ UG S1 Exams to UK Validating Partners	14	15	16	17 UTLC Meeting for APRs	18	19
UG – S1 Teaching week 7	20 APR submission to Q&V	21 APR Review Meeting Civil & CEM	22 APR Review Meetings BA & ECON	23 Senate Meeting 12:00 – 14:00	24 APR Review Meetings POLS & ICS	25 APR review Meeting MECH & ARCH	26
UG – S1 Teaching week 8	27 WB Faculty councils to review students Engagement	28 APR Review Meeting ELEC & Computer Eng.	29 APR Review Meetings ENV & Nursing	30 University Board 12:00 – 14:00 APR Review meetings PEGT & CHEM			



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December 2021

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
UG – S1 Teaching Week 8 Cont..					1 Staff development committee 11:00 – 13:00	2 IT Committee	3
Teaching Week 9	4 WB / UK Validating Universities feedback on S1 Exams	5 Library Committee	6 Prep year committee 10:00 – 12:00	7 Executive Group 12:00 – 14:00	8	9 APR Review Meetings PSYC & ELIT	10
Teaching Week 10	11 LSBU Link Tutors Reports to BUE	12 APR Review Meetings Pharmacy & DENT	13 APR Review Meeting CMM & Law	14 Research Committee	15 UTLC Meeting	16	17
Teaching Week 11	18	19	20	21	22	23 Western Christmas Eve	24 Western Christmas Eve
Non-teaching week	25	26 Boxing Day	27	28	29	30	31
Christmas break							



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January 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
Teaching Week 12	1 New Year's Day (Official Holiday)	2	3	4 Senate Meeting 12:00 – 14:00	5	6	7 Coptic Christmas
Revision Week	8	9	10	11	12	13	14
W/B Final APR submission to Q&V	UG Revision week						
	GRADUATION CEREMONIES						
UG S1 Exams Starting 15 th January	15	16	17	18	19	20	21
	UG – S1 Exams					Epiphany Day (No Assessments)	
UG S1 Exams	22	23	24	25	26	27	28
	UG – S1 Exams					Revolution Day (Official Holiday)	
W/B Final Submission of APRs to UK partners							
UG S1 Exams	29 WB /DPT/ prog team Meetings	30	31				
	UG – S1 Exams						



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February 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
UG S1 Exams				1	2	3	4
				UG – S1 Exams			
Mid-year break / Military training	5 WB SSLC WB FTLC	6	7	8 AMC cases to be reviewed by Uni. Registrar University Board 12:00 – 14:00	9	10 Deadline for S1 IP Submission	11
UG – S2 Teaching Week 1	12 WB/ Programme Team Meetings WB/ UK Validating Partners Feedback on S2 CW briefs	13	14	15 IT committee	16 Library Committee	17 Deadline for S1-Mark Entry	18
UG – S2 Teaching Week 2	19	20	21 Prep year committee 10:00 – 12:00 S1 Moderation Meetings	22	23	24 SRS S1 Mark Entry Closed	25
UG – S2 Teaching Week 3	26	27 Research Committee	28 Staff Development committee 11:00-13:00 UG – S1 IP & AMC Panels				



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March 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
UG – S2 Teaching Week 3 cont..				1 <i>UG selecting / changing major (ICS only) or optional modules deadline</i>	2 <i>UTLC Meeting</i>	3	4
UG – S2 Teaching Week 4	5	6	7 <i>Research Committee</i>	8 <i>Executive Group 12:00 – 14:00</i>	9	10	11
UG – S2 Teaching Week 5	12	13	14	15	16	17	18
<i>UG – S1 Exam Boards</i>							
UG – S2 Teaching Week 6	19	20	21	22 <i>Senate Meeting 12:00 – 14:00</i>	23	24	25
<i>WB / S2 Exams to UK</i>			<i>LSBU Link Tutors Visit</i>				
			<i>UG – S1 Transcripts Online</i>				
UG – S2 Teaching Week 7	26 <i>WB DPT/ Prog Team Meetings</i>	7 <i>WB FTLC Meetings</i>	28 <i>UG – S1 Deadline for student Enquiry</i>	29 <i>University Board 12:00 – 14:00</i>	30 <i>UG – S1 Deadline for Appeals</i>	31	



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April 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
							1
UG – S2 Teaching Week 8	2 Ramadan	3 Ramadan	4 Ramadan	5 Ramadan	6 Ramadan	7 Ramadan Western Easter	8 Ramadan
		UG S1 – Appeals Committees		Feedback from Faculties on Enquiries			
UG – S2 Teaching Week 9	9 Ramadan	10 Ramadan	11 Ramadan	12 Ramadan	13 Ramadan	14 Ramadan	15 Ramadan
WB / UK Validating Partners Feedback on S2 Exams					UTLC Meeting		
UG – S2 Teaching Week 10	16 Ramadan	17 Ramadan	18 Ramadan	19 Ramadan	20 Ramadan	21 Ramadan	22 Ramadan
	WB DPT/ Prog Team Meetings						
	LSBU Link Tutors Reports to BUE			Senate Meeting 12:00 – 14:00			
UG – S2 Teaching Week 11	23 Ramadan	24 Ramadan	25 Ramadan	26 Ramadan	27 Ramadan	28 Ramadan	29 Ramadan
WB S2 Students Module & programme Evaluation					S2 Exams Schedule Published	Sinai Liberation Day (Official Holiday).	
UG – S2 Teaching Week 12 (NO ASSESSMENT)	30 Ramadan						



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May 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
UG – S2 Teaching Week 12 cont.. (NO ASSESSMENT)		1 Ramadan Labor Day (Official Holiday)	2 Coptic Easter Day	3 Sham Nessim (Official Holiday)	4	5	6
Eid Al Fitr							
UG – S2 Revision Week	7	8	9	10	11 UTLC Meeting	12	13
S2 Revision week							
UG – S2 Exams	14	15	16	17 Research Committee	18	19	20
WB / Submission of Prog & Module changes to UK validating partners	UG – S2 Exams						
UG – S2 Exams	21	22	23	24	25	26	27
UG – S2 Exams							
UG – S2 Exams	28	29	30	31			
UG – S2 Exams							



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June 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
UG – S2 Exams					1	2	3
					UG – S2 Exams		
Military Training Week 1	4	5 <i>Prep year committee 10:00 – 12:00</i>	6	7	8	9 <i>UG S2 IP Submission Deadline</i>	10
Military Training Week 2	11	12 <i>UG S2 AMC cases to be reviewed by Uni. Registrar</i>	13	14	15	16	17
<i>WB / UK validating partners' feedback on Prog & Module changes</i>	<i>Submissions and discussions of Graduation Projects & Dissertation deadline</i>						
Military Training Week 3	18 <i>S2 Moderation Meetings</i>	19	20	21	22 <i>SRS Mark Entry closed for all modules</i>	23	24
Military Training Week 4/ Military Training/ UG- Resit Exams	25	26 <i>UG S2 IP & AMC panels</i>	27	28 <i>Final submission of Prog. & Module changes to UK validating partners</i>	29	30 <i>Revolution Day (Official Day)</i>	



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July 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
							1
<i>Military Training Week 5</i>	2	3	4	5	6	7	8
	UG – S2 examination boards						
<i>Military Training Week 6</i>	9	10	11	12	13	14	15
	Eid Al Adha (Official Holiday)						
	16	17	18	19	20	21	22
	UG – S2 examination boards			UG – S2 Transcripts Online	UTLC Meeting		
	23	24	25	26	27	28	29
	23rd July Revolution Day	UG S2 Students Enquiry & Appeals submission deadline		Senate Meeting 12:00 – 14:00	Faculties to send approved mark changes to Q&V		
		UG – S2 Appeals Committees					
	30	31					
		Islamic New Year (Official Holiday)					



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August 2022

	Sat	Sun	Mon	Tue	Wed	Thu	Fri
			1	2 University Board 12:00 – 14:00	3	4	5
	6	7	8	9	10	11	12
	UG – SAP Assessments						
UG – Resit Exams (14th August)	13 WB S1 Coursework Briefs to UK validating partners	14 Staff Development Committee 11:00 – 13:00	15 SAP AMC cases to Uni. Registrar	16	17 Uni. Registrar feedback on SAP AMC	18	19
	UG – SAP Assessments						
	20	21 IT Committee	22 Library Committee	23	24	25	26
		PG – S3 Examination				PG – S3 IP & AMC submission deadline	
	UG – SAP Assessments						
Prep Year Students Induction (28th August)	27	28	29	30 New staff Induction (Faculty Level)	31		



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September 2022

Sat	Sun	Mon	Tue	Wed	Thu	Fri
				<div style="border: 1px solid black; padding: 5px; text-align: center;">Staff Development Day</div> <div style="border: 1px solid black; padding: 5px; text-align: center;">SAP IP submission deadline</div>	1	2
3	<div style="border: 1px solid black; padding: 5px; text-align: center;">PG – S3 Transcripts Online</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">Prep year committee 10:00 – 12:00</div>	<div style="background-color: #003366; color: white; padding: 5px; text-align: center;">Executive Group 12:00 – 14:00</div> <div style="border: 1px solid black; padding: 5px; text-align: center;">PG- S3 IP & AMC panels</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">PG- S3 PEB Meetings</div>	8	9
SAP IP & AMC panels and Examination Boards						
2022-2023 Prep Year Students Induction	10	<div style="border: 1px solid black; padding: 5px; text-align: center;">SAP Transcripts online</div>	12	<div style="border: 1px solid black; padding: 5px; text-align: center;">UG – SAP appeals & enquiries submission</div>	14	16
22/23 Prep year Students Induction						
UG – S1 Teaching Week 1	17	<div style="border: 1px solid black; padding: 5px; text-align: center;">UG New Academic Year 2022/2023</div>	19	<div style="background-color: #333333; color: white; padding: 5px; text-align: center;">University Board 12:00 – 14:00</div> <div style="border: 1px solid black; padding: 5px; text-align: center;">SAP Appeals Committees</div>	21	23
PG – S1 Student Registration						
UG – S1 Teaching Week 2	24	<div style="border: 1px solid black; padding: 5px; text-align: center;">PG- S1 Start of Teaching</div>	26	27	28	30