

# JOINT BOARD OF TEACHER EDUCATION

In association

University of the West Indies Faculty of Humanities & Education

ACADEMIC YEAR 2022/2023

## DRAFT CALENDAR

### SEMESTER ONE

August 17	SLMT
August 22-23	Senior staff meeting
August 22-24	JTA Conference
August 24	Department meetings
August 26	Academic staff meeting
August 26	Deadline for submission of scripts for Summer Examinations
August 30-31	TCJ Professional Development
August 30 – September 1	Professional Development Workshop [TCJ to confirm]
August 31	Deadline for submission of Graduands 2022
September 2	All staff meeting
{ September 5 September 5 September 5-9	Lectures begin [TCJ to confirm] Semester 1 Orientation
September 8	Commencement Service & re-orientation
September 5 – December 2	4 <sup>th</sup> Year B.Ed. Teaching Practice
September	TCJ Council Meeting [TCJ to decide]
September 17	International Coastal Clean-up Day
September 19 – October 6	Cross checking of grades for finalizing students
September 22-28	Founders Week

September 22	Norma Darlington Lecture
<b>September 23</b>	<b>College Spirit Day</b>
<b>September 23</b>	<i>Last date for students to appeal May (Semester 2) examination grades</i>
September 25	Thanksgiving Service
<b>September 28</b>	<b>College's 137<sup>th</sup> Birthday</b>
<b>October 6</b>	Deadline for submission of draft questions for Semester I examinations
<b>October 17</b>	National Heroes Day
<b>October 25 – 27</b>	Vetting of Semester I Examinations
<b>November 1</b>	Examinations/Assessment Committee Meeting – (Approval of Examination Results)
<b>November 3</b>	Circulation of Time-Tables for 1 <sup>st</sup> Semester examinations
<b>November 6</b>	TCJ Graduation
<b>November 10</b>	<b>Internal Awards</b>
<b>November 15</b>	Teaching Practice Pre-Assessment Meeting
<b>November 17</b>	<b>Health Fair</b>
<b>November 21 – December 2</b>	External Assessment of 4 <sup>th</sup> Year students presented for Teaching Practices.
<b>November 23</b>	<b>Retirement Function</b>
<b>November 30</b>	Deadline for payment of Examinations Fees including Practice Teaching ( <i>Fees to be accompanied by explanatory note</i> )
<b>November</b>	CANQATE Conference
<b>December 1</b>	World Aids Day
<b>December 1</b>	<b>Carol Service</b>

December 5 - 16 First Semester Examinations

December 6 -19 Standardization Sessions

### **SEMESTER TWO**

January 3 – 6 First Year Practicum

January 4 – 5 Professional Development Workshop [TCJ to decide]

January 9 Lectures begin

January 9 – February 10 Practicum 3

January 13 Deadline for submission of scripts for first Semester Examinations

January 17 Teaching Practice Post-Assessment meeting

January 18 – 25 Moderation of Semester 1 Examination Grades

January 27 Deadline for External Examiners to submit approved mark sheets, and reports on Semester 1 examinations to Secretariat J.B.T.E.

February 17 Deadline for submission of examination questions for Semester II examinations

February 22 Ash Wednesday

February 25 Deadline for payment of balances on examination fees

March 6 – 9 Practicum 2

\*\*\*March 16 Examinations/Assessment Committee Meeting

March 16 – 18 Vetting of Semester II Examinations (**Platform/format to be decided**)

March 24 *Last date for students to appeal December (Semester 1) examination grades*

March 28 Circulation of Time-Tables for 2<sup>nd</sup> Semester examinations

April 6 – 14 **E A S T E R B R E A K**

April 7 Good Friday

April 22 Earth Day

<b>April</b>	<u>JBTE Foundation AGM</u>
<b>May 1 – 19</b>	Second Semester Examinations
<b>May 2 – 24</b>	Standardization Sessions
<b>May 23</b>	Labour Day
<b>June 7</b>	Final date for colleges to submit scripts for Semester 2 examinations.
<b>June 13 – 16</b>	Moderation of Semester II Examination Grades
<b>June 23</b>	Deadline for External Examiners to submit approved mark sheets, and reports on Semester 2 examinations to Secretariat J.B.T.E.
<b>July 24 – 28</b>	Summer Examinations
<b><i>August 19, 2023</i></b>	<i>Last date for students to appeal May (Semester 2) examination grades</i>