



**KAIMOSI FRIENDS UNIVERSITY**  
**Directorate of Examinations**

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**EXAMINATIONS PROCESSING SCHEDULE FOR-SECOND SEMESTER 2023/2024 AY**

<b>S/NO</b>	<b>ACTIVITY</b>	<b>PERIOD/DEADLINE</b>
1.	Submission of main and supplementary examinations to Departmental Examinations office	12/02/2024-16/02/2024
2.	Internal moderation of main and supplementary examinations	19/02/2024-23/02/2024
3.	Dispatch of internally moderated examinations to external examiners	28/02/2024-03/03/2024
4.	External moderation of examinations	04/03/2024-08/03/2024
5.	Continuous Assessment Test (CAT) 1	05/02/2024-09/02/2024
6.	Release of draft examinations timetable	04/03/2024
7.	Release of final examinations timetable	15/03/2024
8.	Correction of externally moderated examinations by lecturers and submission to the department	11/03/2024-15/03/2024
9.	Submission of externally moderated, proof-read camera-ready main examinations to the Directorate of Examinations	18/03/2024-22/03/2024
10.	Continuous Assessment Test (CAT) 2	11/03/2024-15/03/2024
11.	Printing and packaging of examinations materials	07/04/2024-18/04/2024
12.	End of Semester Examinations	08/04/2024-19/04/2024
13.	Marking of Examination Scripts	08/04/2024-10/05/2024
14.	Submission of marked scripts to departmental examination officers	13/05/2024-17/05/2024
15.	Departmental Examinations board meetings	20/05/2024-24/05/2024
16.	Submission of marked scripts to the Directorate of Examinations by schools	01/05/2024-05/05/2024
17.	Dispatch of marked scripts to external examiner by the directorate of Examinations	08/07/2024-12/07/2024
18.	External moderation of marked scripts	08/07/2024-14/07/2024
19.	Departmental Examinations board meetings	15/07/2024-19/07/2024
20.	School examinations board meeting	22/07/2024-24/07/2024
21.	Release of provisional results	22/07/2024-25/07/2024



22.	Submission of Senate Documents to the Directorate of Examinations by Schools	25/07/2024-26/07/2024
23.	Senate board of Examiners	30/07/2024
24.	Release of results	31/07/2024
25.	Submission of final results to directorate of examinations by schools	01/08/2024-05/08/2024



**Signature: Dr. Victor Shikuku, PhD, AMRSC**  
**Ag. Director, Directorate of Examinations**

**Date: 13/12/2023**



*Kaimosi Friends University (KAFU) is ISO 9001:2015 certified*