THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY

MZUMBE UNIVERSITY

ALMANAC 2023 / 2024

"Tujifunze kwa Maendeleo ya watu"

ALMANAC

FOR THE YEAR

2023 / 2024

ALMANAC 2023 / 2024

OCTOBER 2023

Date	Activity
6th October 2023	Deadline for submission of black book (dissertation)
6th October 2023	12th CDC Project Steering Committee Meeting
8th October 2023	END of Marking Supplementary/Special Examinations
9th October 2023	Reporting, Registration and Start of Orientation Week for New NonDegree Programmes Students for 2022/2023Academic Year
9th-10th October 2023	Processing of Supplementary/ Special Exams Results for Board Meetings
12th October 2023	**Senate Consultancy and Knowledge Exchange Committee(SCKEC)**

15th October 2023	**Nyerere Day**
15th October 2023	END of Orientation Week for New Students –Non-Degree Programmes
16th October 2023	Semester I of the New Academic Year 2022/2023 Starts for Non – Degree Programmes
17th October 2023	**Management Committee**
19th October 2023	**Senate Undergraduate Studies Committee (SUSC)**
20th October 2023	**Senate Research, Publications and Postgraduate Studies Committee (SRPPC)**
23rd October 2023	Reporting, Registration and start of Orientation Week for New Degree Programmes ng Degree Programmes Students 2022/2023
26th October 2023	**SENATE**
27th October 2023	**Students' Welfare Committee**
29th October 2023	END of Orientation Week for New Students 2023/2023

30th October 2023	Field Attachment for Third Year Students (Except LL.B, BSc. ICTM, BSc. ITS, BSc. ICT - B and Bachelor of Education (BED) starts
31st October 2023	**Quality Assurance Committe**

NOVEMBER 2023

Date	Activity
6th - 13th November 2023	Group Assignment for Non-Degree Students
7th November 2023	**Finance and Development Planning Committee**
8th November 2023	**Appointments and Staff Development Committee (ASDC)**
10th November 2023	**Audit Committee**
10th November 2023	END of Registration for Continuing Students for the First Semester 2022/2023
17th November 2023	**Management Committee**
22th November 2023	MU Convocatio

23th November 2023	**COUNCIL Graduation–Main 2023 Campus**
27th November 2023	Test I for Non–Degree Students
30th November 2023	**Graduation – Mbeya Campus College**

DECEMBER

Date	Activity
4th - 8th December, 2023	Recess for all Non-Degree Programme
6th December, 2023	**COUNCIL**
7th December, 2023	**Graduation–Dar Campus College**
7th December, 2023	Group Assignment for Post Graduates Students
11th December, 2023	Classes Resume after Recess for Non-Degree Programme
11th December, 2023	START of Field Supervision for 3rd Year Students
14th December 2023	**Management Committee**
8th - 22nd December 2023	Test I for Undergraduate Students
21th December 2023	**ICT steering Committee**

22nd December 2023 - 2nd January 2024	Individual Assignment for Non – Degree Students
22nd December 2023	Group Assignment for Undergraduate Programmes
5th - 29th December 2023	Recess for All Programmes

JANUARY 2024

Date	Activity
2nd January 2024	Classes Resume after Recess
3nd - 25th January 2024	Term Paper for Postgraduate Students
5th - 11th January 2024	Assignment II for LL.B
5th - 10th January 2024	**Campus College/School/Faculty/Institute Boards**
8th - 12th January 2024	Individual Assignment for Undergraduate Programmes EXCEPT LL.B
11th January 2024	**CDC Project Steering Committee**
17th January 2024	**Senate Undergraduate Studies Committee (SUSC)**
17th January 2024	START of Oral Examinations for Field Research Report - LL.B - 3rd year student
18th January 2024	**Senate Research, Publications and Postgraduate Studies Committee (SRPPC)**

19th January 2024	**Audit Committee Meeting**
22nd - 26th January 2024	Test II for Undergraduate Students
22nd-26th January 2024	ClassTest for Postgraduate Students
22nd January 2024	Deadline for Submission of Draft Examinations Questions for Semester I - Non-Degree Programmes 2023/2024
22nd January 2024	Senate Consultancy and Knowledge Exchange Committee (SCKEC) Meeting
23rd January 2024	**Quality Assurance Board**
23rd January 2024	**HEET Project Steering Commitee**
24th January 2024	**Management Committee**
26th January 2024	End of Teaching for Non-Degree Semester I 2023/2024
29th January - 2nd February 2024	Semester I Examinations Preparation for Non–Degree Programmes

FEBRUARY 2024

Date	Activity
1st February 2024	Deadline for Submission of Draft Examinations Questions for Semester I Degree Programmes,2023/2024
5th - 12th February 2024	Sester I Examinations for Non-Degree Programmes
9th February 2024	End of Teaching for Semester I 2023/2024
10th - 15th February 2024	Semester I Examinations Preparation Days
12th - 16th February2024	OPRAS Week (Mid-Year Review)
13th - 24th February 2024	Recess for Non-Degree Programmes
14th February 2024	**Health Service Board**
15th February 2024	**SENATE**

16th – 29th February 2024 [On 16th February 2024 ONLY cross cutting exams - eg. DST 100, DST103, DST 201]	Semester I Examinations for All Degree Programmes
16th February 2024	END of Oral Examinations for Field Investigation Reports-LL.B
21th February 2024	**Management Committee**
22th February 2024	**HIV/AIDS and NCD's Committee**
23th February 2024	**Promotion Review Committee (PRM)**
24th February 2024	**Quality Assurance Committee**
26th February 2024	Semester II Begins for Non-Degree Programmes
26th February 2024	START of Field Attachment for Non-Degree Programme-CL
26th February 2024	START of Field Attachment for Non-Degree Programme-CLIM

28th February 2024	**Students' Welfare Committee**
29th February 2024	**Appointments and Staff Development Committee (ASDC)**
29th February 2024	nd of Field Attachment for 3rd Year Students

MARCH 2024

Date	Activity
1st March 2024	End of Semester I - 2023/2024
1st - 10th March 2024	Recess
7th March 2024	**Finance and Development Planning Committee**
11th March 2024	Semester II begins
12th March 2024	END of Marking Semester I est II Examinations
13th March 2024	Processing of Results for Board of Internal Examiners Meetings
14th March 2024	**Management Committee**
16th March 2024	Staff Sports Bonanza
18th–22nd March 2024	Board of Internal Examiners/Campus College/Schools/Faculty/Institute Meetings
20th March 2024	**ICT steering Committee**

22th March 2024	End of Field Attachment for NonDegree Programme - CLIM
28th March 2024	Deadline for Submission of Masters Dissertations
28th March 2024	**MU Tender Board**
29th March 2024	**COUNCIL**

APRIL 2024

Date	Activity
3rd April 2024	**Senate Consultancy and Knowledge Exchange Committee (SCKEC)**
4th April 2024	**Senate Undergraduate Studies Committee (SUSC)**
5th April 2024	**Senate Research, Publications and Postgraduate Studies Committee (SRPPC)**
8th April 2024	**CDC Project Steering Committee**
9th - 10th April 2024	Individual Assignment for NonDegree Students
10th April 2024	Vice Chancellor's Campus Visit to Mbeya Campus College
11th - 19th April 2024	Group Assignment for Postgraduate Students
11th April 2024	**Quality Assurance Board**
11th - 19th April 2024	Group Assignment for Undergraduate Students
12th April 2024	**Promotion Review Committee (PRC) for Academic Staff**

12th April 2024	End of Field Attachment for NonDegree Programme - CL
15th - 19th April 2024	Recess for Non-Degree Programmes
15th - 16th April 2024	Vice Chancellor's Campus Visit to Dar es Salaam Campus College
18th April 2024	**Management Committee**
19th April 2024	**Audit Committee**
20th April 2024	**HEET Project Steering Committee**
22th April 2024	Classes Resume After Recess fo Non-Degree Programmes
22th April 2024	Major Supervisors of Field Research Reports Submit Marked Reports to Department
2nd - 29th April 2024	Test I for Non-Degree Students
25th April 2024	Deadline for Submission of Field Research Reports to Major Supervisors
25th April 2024	**SENATE**
29th April 2024	**Workers' Council**
29th April - 3rd May 2024	Recess for all Degree Programmes

MAY 2024

Date	Activity
2nd May 2024	**MU Tender Board**
6th May 2024	START of Oral Examinations for Field Research Reports
6th - 17 May 2024	Students' Organization (MUSO) General Election
6th May 2024	Classes Resume for all Degree Programme
6thc-c10th May 2024	Test II for Non-Degree Students
8th - 10th May 2024	Mzumbe University Day / Entrepreneurship Camp
13th - 17th May 2024	Test II for Undergraduate Students
13th - 17th May 2024	Class Test for Postgraduate Students
15th May 2024	**Quality Assurance Committe**
16th May 2024	HIV/AIDS and NCD's Commitee
17th May 2024	Deadline for Dissertation resubmission after fail on 19th November 2024

20th - 24th May 2024	Extended / Supplementary / Special Examinations for March Intake of 2024 at MU-DCC
20th - 24th May 2024	Test I for Undergraduate Students
23rd May 2024	Health Service Board
24th May 2024	Deadline for Submission of Draft Examinations Questions for Non-Degree Programmes
24th May 2024	**Management Committee**
28th May 2024	**Appointments and Staff Development Committee (ASDC)**
29th May 2024	**Students' Welfare Committee**
29th May - 16th June 2024	Interfaculty Games
30th May June 2024	**Finance and Development Planning Committee**
31th May June 2024	End of Teaching Non – Degree Programmes

JUNE 2024

Date	Activity
3rd June 2024	END of Oral Examinations for Field Research Reports
3rd - 7th June 2024	Preparation Days for Non – Degree Programmes
5th June 2024	**Quality Assurance Board**
6th - 12th June 2024	Individual Assignment for Undergraduate Students
6th - 17th June 2024	Term Paper for Postgraduate Students
6th June 2024	**Min - Graduation**
7th June 2024	**Deadline for Submission of Draft Examinations Questions Semester II**
10th - 17th June 2024	Semester II Examinations for Non - Degree Programmes
21st June 2024	End of Teaching for Semester II 2023/2024
22nd - 27th June 2024	Semester II Examinations Preparation for Degree Programmes

23rd June 2024	End of Marking Non-Degree Semester II Examinations
24th - 26th June 2024	Processing of Results of Non – Non -Degree Programmes for Board Meetings
26th June 2024	**Management Committee**
27th June 2024	**ICT steering Committee**
27th - 3rd July 2024	Board of Internal Examiners/Campus College/ Schools/ Faculty/ Institute Meetings [Non-Degree Programmes]
28th June – 10th July 2024 [On 28th June 2024 ONLY cross cutting exams - DST100, DST101, DST102]	Semester II Examinations for Degree Programmes

JULY 2024

Date	Activity
1st - 4th July 2024	OPRAS Week (Performance Review and Goal Setting for 2024/2025)
5th July 2024	**COUNCIL**
8th July 2024	Approval of Non - Degree Programmes Results by Senate
11th July 2024	End of Semester II
12th July 2024	Deadline for Submission of Draft Examinations Questions for Non - Degree Programmes Supplementary/Special Examinations
12th July 2024	**CDC Project Steering Committe**
15th - 19th July 2024	PhD Progress Reports Submission
18th July 2024	**Management Committee Meeting**
19th July 2024	**Audit Committee Meeting**
21st July 2024	END Internal Examiners Marking Semester II Examinations

22nd July 2024	**HEET Project Steering Committee Meeting**
22nd - 29th July 2024	Supplementary/Special Examinations for Non - Degree Programmes
22nd - 24thJuly 2024	Processing of Results for Semester II Board Meetings
22nd July - 27th September 2024	Field Attachment for LL. B, BSc. ICT - M, BSc. ITS, BSc ICT-B, BSc. IEM, BSc. POM, BAED & BSc. MICT– EDU and all First year Diploma Students
25th - 31st July 2024	**Boards of Internal Examiners/ Campus Colleges/Schools/ Faculties/IDS**
25th July 2024	**Quality Assurance Board**
26thJuly 2024	**Workers' Council Meeting**
26th July 2024	Deadline for Submission of Masters Dissertations for MRPP, MSc HME and MSc ITS

AUGUST 2024

Date	Activity
2nd August 2024	**Senate Consultancy and Knowledge Exchange Committee(SCKEC)**
6th August 2024	End of Marking Non-Degree Programmes Supplementary/Special Examinations
7th - 9th August 2024	**Boards of Internal Examiners/Campus Colleges/Schools/Faculties/IDS [Non - Degree Programmes] and approval of Non - Degree Programme Supplementary/Special Examinations Results**
9th August 2024	**Senate Undergraduate Studies Committee (SUSC)**
12th August 2024	**Senate Research, Publications and Postgraduate Studies Committee (SRPPC)**
16th August 2024	**Management Committee**

19th August 2024	START of Field Supervision for LL. B, BSc. ITS-M, BSc. ITS, BSc. ITS–B, Bachelor of Education(BED), BSc. MICT - EDU Students and Non-Degree Programmes
19th - 30th August 2024	External examination of marked answer books for 2023/2024 academic year
21st August 2024	**Appointments and Staff Development Committee (ASDC)**
22nd August 2024	Students' Welfare Committee
23rd August 2024	**Finance and Development Planning Committee**
28th August 2024	END of external Examination of Masters Dissertations
28th August 2024	**Quality Assurance Committee**
29th August 2024	**SENATE**

SEPTEMBER 2924

Date	Activity
2nd September 2024	Deadline for Submission of Draft Examinations Questions Supplementary/Special Examinations
5th September 2024	**HIV/AIDS and NCD's Committee**
7th September 2024	Staff Sports Bonanza and Family Day
13th September 2024	**Health Service Board**
13th September 2024	END of Field Supervision for LL. B, BSc. ITS -M, BSc. ITS, BSc. ITS – B, Bachelor of Education (BED), BSc. MICT - EDU Students and Non-Degree Programmes
16th - 25th September 2024	Supplementary / Special Examinations for Degree Programmes
20th September 2024	Promotion Review Committee (PRC) for Academic Staff

25th September 2024	Management Committee
27th September 2024	ICT steering Committee

OCTOBER 2024

Date	Activity
3rd - 4th October 2024	Processing of Supplementary / Special Exams Results for Board Meetings
3rd October 2024	**Quality Assurance Board**
4th October 2024	Deadline for submission of black book (dissertation)
4th October 2024	**COUNCIL**
6th October 2024	END of Marking Supplementary / Special Examinations
7th October 2024	Reporting, Registration and Start of Orientation Week for New NonDegree Programmes Students for 2023/2024 Academic Year
7th–9th October 2024	**Boards of Internal Examiners / Campus College / Schools / Faculty / IDS for Supplementary / Special Examinations**

11th October 2024	**Senate Consultancy and Knowledge Exchange Committee (SCKEC)**
11th October 2024	**Nyerere Day**
13th October 2024	END of Orientation Week for New Students –Non-Degree Programmes
14th October 2024	Semester I of the New Academic Year 2023/2024 Starts for Non – Degree Programmes
14th October 2024	**Management Committee**
15th October 2024	**Senate Undergraduate Studies Committee (SUSC)**
16th October 2024	**Senate Research, Publications and Postgraduate Studies Committee (SRPPC)**
17th October 2024	**CDC Project Steering Committee**
21st October 2024	Reporting, Registration and Start of Orientation Week for New Degree Programmes Students 2023/2024

23rd October 2024	**Health Services Board**
24th October 2024	**SENATE**
27th October 2024	END of Orientation Week for New Students 2023/2024
28th October 2024	Continuing Degree Programmes Student Report and Start registration for the First Semester 2023/2024
28th October 2024	Teaching for Semester I of the New Academic Year 2023/2024 Starts for Both Postgraduate and Undergraduate Students
28th October 2024	Field Attachment for Third Year Students (Except LL.B, BSc.ICT-M, BSc. ITS,BSc. ICT - B and Bachelor of Education (BED) starts
31st October 2024	**Quality Assurance Committee**

NOVEMBER 2024

Date	Activity
4th-8th November 2024	Group Assignment for Non - Degree Students
4th November 2024	**Finance and Development Planning Committee**
6th November 2024	**Appointments and Staff Development Committee(ASDC)**
7th November 2024	**Students' Welfare Committee**
8th November 2024	**Audit Committee**
8th November 2024	END of Registration for Continuing Students for the First Semester 2023/2024
14th November 2024	**HIV/AIDS and NCD's Committee**
15th November 2024	**Management Committee**
20th November 2024	**Convocation**

21th November 2024	**COUNCIL Graduation – Main Campus**
25th–29th November 2024	Test I for Non - Degree Students
28th November 2024	**Graduation - Mbeya Campus College**

DECEMBER 2024

Date	Activity
2nd - 6th December 2024	Recess for all Non-Degree Programmes
4th December 2024	**COUNCIL**
5th December 2024	**Graduation - Dar Campus College**
6th December 2024	Group Assignment for Postgraduate Students
10th December 2024	Classes Resume after Recess for Non - Degree Programmes
11th December 2024	START of Field Supervision for 3rd Year Students
12th December 2024	**Management Committee**
20th December 2024 - 2nd January 2024	ndividual Assignment for Non – Degree Students
20th December 2024	Group Assignment for Undergraduate Programmes
21st December 2024	**ICT steering Committee Meeting**

23rd - 27th December 2024	Recess for All Programmes
30th December 2024	Classes Resume after Recess

MZUMBE UNIVERSITY

P.O BOX 1 Mzumbe, Morogoro Tanzania
Tel: +255 025–2931220/1/2, Fax: +255 (0) 232931213
Call: +255 (0) 754 694029
Email: mu@mzumbe.ac.tz
Website: www.mzumbe.ac.tz

officialmzumbeuniversity