

Programmes and Assessment

STUDENT SERVICES CENTRE



UNIVERSITY OF LEEDS

Timeline of Events & Communications for 2022/2023 (Including Forward Planner for 2023/2024)

Last updated 25 April 2023

A separate timeline for Timetabling processes is available at <http://ses.leeds.ac.uk/timetable/timelines>

		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Thu	1			Module enrolment opens for new UG & PG students	Curriculum - Module enrolment opens for new UG & PG students
Fri	2	Deadline for Schools to return Past Exam Papers form to A&P			
Sat	3				
Sun	4				
Mon	5				
Tue	6				
Wed	7				
Thu	8				
Fri	9				
Sat	10				
Sun	11				
Mon	12	12:00 Deadline for Schools to submit August re-assessment Marks to A&P		<ul style="list-style-type: none"> Deadline for Schools to submit reinstatement request for Aug starters made withdrawn due to failure to register/complete ID check. 17:00 Deadline for Schools to complete Post-August Progression exercise and enter progression code 07 - TBC 	
Tue	13				
Wed	14	<ul style="list-style-type: none"> 12:00 Deadline for Schools to submit August re-assessment Classifications to A&P August Marks released to students on web (12:00) Internal and External Students can apply online for Carried Module resits (deadline 27 Oct) A&P to email Schools with reminder to check 07 progression codes and to contact students (deadline 16 Sep) 			
Thu	15		International Registration (09:00 – 17:00 daily)		
Fri	16	<ul style="list-style-type: none"> Official award date (August resitters) August classifications available to Students on web Deadline for Schools to flag 2022/2023 1st attempts with teaching in Progression Tool and submit SWRPRFA report to A&P (UG students) Deadline for Schools to write to 07 progression code students 			
Sat	17				
Sun	18				
International Welcome Week, Session 2022/2023					
Mon	19				
Tue	20	Deadline for Schools to check 07 progression codes using SWRPRCD			
Wed	21	A&P to write to students with exhausted resit attempts (progression code 07) informing them they must permanently withdraw			
Thu	22				
Fri	23				
Sat	24				
Sun	25				
Freshers' Week, Session 2022/2023					
Mon	26		Registration Week (09:00-17:00 daily)		
Tue	27	Jan 2023 assessment schedules to Schools for checking (deadline 18 Oct)			
Wed	28				Fees - Session/Term Start: Tuition fees charged from start date if registration and ID check completed. Non-standard start dates will be charged from their Banner start date.
Thu	29				
Fri	30	Deadline for Schools to complete Module Completion Codes exercise following July and August resits			

*Tuition instalment plan payment dates vary depending on student type, residency and funding source. More details can be found at http://students.leeds.ac.uk/info/10210/paying_fees_and_charges/604/tuition_fee_payment_schedule

		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Sat	1				
Sun	2				
Teaching Week 1 (Semester 1)					
Mon	3	Teaching begins		Registration commences for November starters	
Tue	4				
Wed	5				
Thu	6				
Fri	7				Curriculum - Module Enrolment closes for all UG students (may be later for TP depending on School)
Sat	8				
Sun	9				
Teaching Week 2 (Semester 1)					
Mon	10	Process run to identify permanent leavers who may be eligible for HED/HEC – classification sheets sent to schools for approval			
Tue	11				
Wed	12				
Thu	13				
Fri	14				
Sat	15				
Sun	16				
Teaching Week 3 (Semester 1)					
Mon	17			<ul style="list-style-type: none"> Early warning email sent to schools regarding EL Sep/Oct starters (deadline 31 Oct) Early warning email sent to schools regarding Sep/Oct starters who haven't completed ID check (deadline 31 Oct) 	
Tue	18	<ul style="list-style-type: none"> Deadline for Schools to return Jan 2023 assessment schedules to A&P Information about Module Completion Codes exercise emailed to A&P Mailman list 			
Wed	19				
Thu	20				
Fri	21				
Sat	22				
Sun	23				
Teaching Week 4 (Semester 1)					
Mon	24			5 day warning to Sep/Oct starters regarding registration & ID check deadline 31 Oct	
Tue	25				
Wed	26				
Thu	27				
Fri	28	<ul style="list-style-type: none"> Deadline for Schools to flag 1st attempts without teaching in Progression Tool and submit SWRPRFA report to A&P (UGs) Deadline for Students to add/drop modules taught this semester and be signed up in Schools (fee may apply thereafter) Deadline for Students to apply for Carried Module Resits (including External Resits) (late fee applies after this date) Deadline for Students to notify A&P of religious commitments during Jan 2023 assessment period Deadline for Students to submit evidence to Disability Services for Jan 2023 assessments 			
Sat	29				
Sun	30				
Teaching Week 5 (Semester 1)					
Mon	31	Results page on Student Services switched off (until 24 Nov)		<ul style="list-style-type: none"> Deadline for Sep/Oct Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). 	

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Tue	1			Registration begins for Dec starters – schools informed	
Wed	2			Council Tax exemption file sent to Leeds, Wakefield, Bradford and Kirklees Councils	
Thu	3				
Fri	4				
Sat	5				
Sun	6				
Teaching Week 6 (Semester 1)					
Mon	7	Assessment timetable data taken from Banner (Jan assessments)			
Tue	8				
Wed	9				
Thu	10				
Fri	11				
Sat	12				
Sun	13				
Teaching Week 7 (Semester 1)					
Mon	14			<ul style="list-style-type: none"> ▪ Deadline for Schools to submit reinstatement request for Sep/Oct starters withdrawn due to failure to register/complete ID check. ▪ Early warning email sent to schools regarding EL Nov starters (deadline 28 Nov) ▪ Early warning email sent to schools re. Nov starters who haven't completed ID check (deadline 05 Nov) 	
Tue	15				
Wed	16	Deadline for Schools to submit TP results to A&P			
Thu	17				
Fri	18	Draft Assessment Timetable (Jan 2023) published online and emailed to schools (12:00)			
Sat	19				
Sun	20				
Teaching Week 8 (Semester 1)					
Mon	21			Final warning to Nov starters regarding registration & ID check deadlines	
Tue	22				
Wed	23				
Thu	24	<ul style="list-style-type: none"> ▪ Official award date (mainly TP awards) ▪ TP Results released to students (12:00) (resit application deadline 30 Nov). ▪ Results page on Student Services switched on. 			
Fri	25	End of Week 8 – Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester.			<ul style="list-style-type: none"> ▪ Fees - Students with PG student loan excluded for non-payment on this date. ▪ Fees - Students registered on strength of tuition agreement form, who haven't resolved finance issues, excluded for non-payment on this date.
Sat	26				
Sun	27				
Teaching Week 9 (Semester 1)					
Mon	28	12:00 Deadline for Schools to submit Jan 2023 Exam Papers		Deadline for Nov Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	
Tue	29	Deadline for Schools to flag 2022/2023 TP 1 st attempts in Progression Tool SWAPRGT and submit SWRPRFA report to A&P (TP students)			
Wed	30	<ul style="list-style-type: none"> ▪ Deadline for Schools to request changes following publication of Draft Assessment Timetable. ▪ Deadline for TP Students to submit external resit applications (<u>late fee applies thereafter</u>) or accept fallback awards if eligible. 			

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Thu	1	Deadline for Disability Services to finalise Assessment Access Arrangements on SWAMEDI		Registration begins for Jan starters - schools informed	
Fri	2	Assessment Timetable (without venues) for Jan 2023 published on web and emailed to schools (12:00)			
Sat	3				
Sun	4				
Teaching Week 10 (Semester 1)					
Mon	5				
Tue	6	Modified exams papers information emailed to schools			
Wed	7				
Thu	8				
Fri	9				
Sat	10				
Sun	11				
Teaching Week 11 (Semester 1)					
Mon	12			Deadline for Schools to submit reinstatement request for Nov starters made withdrawn due to failure to register/complete ID check.	
Tue	13				
Wed	14				
Thu	15		● December Degree Ceremonies (5 days)		
Fri	16	<ul style="list-style-type: none"> Assessment Timetable with Venues for Jan 2023 published on web and emailed to schools (12:00) List of students with Assessment Access Arrangements emailed to schools Teaching Ends 			
Sat	17				
Sun	18				
Mon	19	Student vacation begins		<ul style="list-style-type: none"> Early warning email sent to schools regarding EL Dec starters (deadline 16 Jan) Early warning email sent to schools regarding Dec starters who haven't completed ID check (deadline 16 Jan) 	
Tue	20	<ul style="list-style-type: none"> List of students sitting exams overseas emailed to schools Timetables emailed to students sitting exams overseas and institutions hosting exams 			
Wed	21		●		
Thu	22	<ul style="list-style-type: none"> Deadline for Schools to complete Module Completion Codes exercise following November results. Information for schools about Jan 2023 assessment period emailed to Exams Mailman list 			
Fri	23	<i>University Closed – Christmas and New Year</i>			
Sat	24				
Sun	25				
Mon	26	<i>University Closed</i>			
Tue	27	<i>University Closed</i>			
Wed	28	<i>University Closed</i>			
Thu	29	<i>University Closed</i>			
Fri	30	<i>University Closed</i>			
Sat	31				

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Sun	1				
Mon	2	University Closed			
Tue	3			Registration begins for Feb starters – schools informed	
Wed	4				
Thu	5				
Fri	6				
Sat	7				
Sun	8				
Mon	9	Exam set-up		Final warning to Dec starters regarding registration & ID check deadlines	
Tue	10				
Wed	11				
Thu	12				
Fri	13				
Sat	14				
Sun	15				
Mon	16	Jan 2023 Assessment Period (09:00–12:00 and 14:00–17:00)		Deadline for Dec Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	Fees - Term 2 Start: Returning students starting in January must have fees manually recalculated. Please provide Form R before this date.
Tue	17				Fees - Term 2 Tuition Fee Liability (Leavers on or after this date in term 2 will be charged for the full term)
Wed	18				
Thu	19				
Fri	20				
Sat	21	Assessments all day (if necessary)			
Sun	22				
Mon	23				
Tue	24				
Wed	25				
Thu	26				
Fri	27	Last day of Jan 2023 assessments			
Sat	28				
Sun	29				
Teaching Week 1 (Semester 2)					
Mon	30	Teaching Begins		Deadline for Schools to submit reinstatement request for Dec starters made withdrawn due to failure to register/complete ID check.	
Tue	31				

Also during January: Main Student Loan Company (SLC)
Attendance report submitted. Data provided is used to pay tuition fees to the University.

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Wed	1			Registration begins for Mar starters – schools informed	
Thu	2			Council Tax exemption file sent to Leeds, Wakefield, Bradford and Kirklees Councils	
Fri	3				
Sat	4				
Sun	5				
Teaching Week 2 (Semester 2)					
Mon	6				
Tue	7				
Wed	8				
Thu	9				
Fri	10				
Sat	11				
Sun	12				
Teaching Week 3 (Semester 2)					
Mon	13	May/June 2023 assessment schedules sent to Schools for checking/ updating (deadline 27 Feb)		<ul style="list-style-type: none"> Early warning email sent to schools regarding EL Jan starters (deadline 27 Feb) Early warning email sent to schools regarding Jan starters who haven't completed ID checks (deadline 27 Feb) 	
Tue	14				
Wed	15				Curriculum - Module enrolment guidance sent to schools
Thu	16				
Fri	17				
Sat	18				
Sun	19				
Teaching Week 4 (Semester 2)					
Mon	20			<ul style="list-style-type: none"> Final warning to Jan starters regarding registration & ID check deadlines Early warning email sent to schools regarding EL Feb starters (deadline 06 Mar) Early warning email sent to schools regarding Feb starters who haven't completed ID check (deadline 06 Mar) 	
Tue	21				
Wed	22				
Thu	23				
Fri	24	<ul style="list-style-type: none"> Deadline for Schools to enter provisional Jan 2023 marks into Banner Deadline for Students to add or drop modules taught this semester and be signed up in Schools (fee may apply thereafter) Deadline for Students to notify A&P of religious commitments during May/June 2023 assessment period Deadline for Students to submit evidence to Disability Services for May/June assessment period 			
Sat	25				
Sun	26				
Teaching Week 5 (Semester 2)					
Mon	27	Deadline for Schools to return checked and updated May/June 2023 assessment schedule to A&P		<ul style="list-style-type: none"> Deadline for Jan Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). Five day warning to Feb starters regarding registration & ID check deadlines 	
Tue	28				

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Wed	1			Registration begins for Apr starters – schools informed	
Thu	2				
Fri	3				
Sat	4				
Sun	5				
Teaching Week 6 (Semester 2)					
Mon	6	Assessment timetable data taken from Banner (May/June 2023 assessment period)		Deadline for Feb Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required).	
Tue	7				<ul style="list-style-type: none"> ▪ Curriculum - Preparation for module enrolment begins ▪ Curriculum - Details of module/programme block checking exercise for 2023/2024 sent to schools. Dates requested for module enrolment.
Wed	8				
Thu	9				
Fri	10				
Sat	11				
Sun	12				
Teaching Week 7 (Semester 2)					
Mon	13	July resit schedule sent to Schools for checking/updating (LLLC and SWJTU resits only) (deadline 27 Mar)		<ul style="list-style-type: none"> ▪ Deadline for Schools to submit reinstatement request for Jan starters made withdrawn due to failure to register/complete ID check. ▪ Early warning email sent to schools regarding EL Mar starters (deadline 17 Apr) ▪ Early warning email sent to schools regarding Mar starters who haven't completed ID check (deadline 17 Apr) 	
Tue	14				
Wed	15				Curriculum - Module enrolment guidance sent to schools
Thu	16				
Fri	17	Draft Assessment Timetable for May/June 2023 published on web and emailed to schools (12:00)			
Sat	18				
Sun	19				
Teaching Week 8 (Semester 2)					
Mon	20			<ul style="list-style-type: none"> ▪ Deadline for Schools to submit reinstatement request for Feb starters made withdrawn due to failure to register/complete ID check. ▪ Final warning to Mar starters regarding registration & ID check deadlines 	
Tue	21				
Wed	22				
Thu	23				
Fri	24	End of Week 8 – Students wishing to withdraw temporarily after this date require permission from Student Cases and will be expected to complete assessments from this semester.			
Sat	25				
Sun	26				
Teaching Week 9 (Semester 2)					
Mon	27	Deadline for Schools to return checked and updated July resit schedule to A&P (LLLC and SWJTU resits only)		Deadline for Mar Starters to register and complete ID check (students made withdrawn after this date – School emailed regarding action required)	
Tue	28				
Wed	29	12:00 Deadline for Schools to request changes to assessment timetable following publication of Draft Timetable			
Thu	30	Deadline for Disability Services to finalise Assessment Access Arrangements on SWAMEDI			
Fri	31	<ul style="list-style-type: none"> ▪ Assessment Timetable (without venues) for May/June 2023 published on web and emailed to schools (12:00) ▪ Teaching finishes for Easter 			Curriculum - Quality Assurance approval deadline for new and amended modules/programmes of study

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Sat	1				
Sun	2				
Mon	3	<ul style="list-style-type: none"> Student vacation begins Modified exam papers information emailed to schools 		<ul style="list-style-type: none"> Registration begins for May starters – schools informed Taught student records rolled forward to 2023/2024 ready for registration (Sep/Oct start dates rolled to 2023/2024) 	
Tue	4				
Wed	5				Curriculum - Deadline for Schools to notify Curriculum of module/programme block changes for session 2023/2024 and to confirm dates for module enrolment
Thu	6	University Closed - Easter			
Fri	7	University Closed			
Sat	8				
Sun	9				
Mon	10	University Closed			
Tue	11	University Closed			
Wed	12	17:00 Deadline for Schools to submit May/June 2023 exam papers to A&P			
Thu	13				
Fri	14				
Sat	15				
Sun	16				
Mon	17			<ul style="list-style-type: none"> Early warning email sent to schools regarding EL Apr starters (deadline 15 May) Early warning email sent to schools regarding Apr starters who haven't completed ID check (deadline 15 May) 	
Tue	18				
Wed	19				
Thu	20				
Fri	21			Deadline for Schools to submit reinstatement request for Mar starters made withdrawn due to failure to register/complete ID check.	
Sat	22				
Sun	23				
Mon	24			Final warning to Apr starters regarding registration & ID check deadlines	
Tue	25				
Wed	26				
Thu	27				
Fri	28	<ul style="list-style-type: none"> Assessment Timetable with Venues for May/June 2023 published on web and emailed to schools (12:00) List of students with Assessment Access Arrangements emailed to schools 			
Sat	29				
Sun	30				

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Mon	1	University Closed – May Day Bank Holiday			Curriculum - Web catalogue publication for 2022/2023
Teaching Week 10 (Semester 2)					
Tue	2	Teaching recommences after Easter break <ul style="list-style-type: none"> List of students sitting exams overseas emailed to schools Timetables emailed to students sitting exams overseas and institutions hosting exams 		<ul style="list-style-type: none"> Registration begins for Jun starters – schools informed Deadline for Apr Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required). 	Fees - Term 3 Tuition Fee Liability (Leavers on or after this date in term 3 will be charged for the full term)
Wed	3				
Thu	4	Information for schools about May/June 2023 assessment period emailed to Exams Mailman list			
Fri	5	Information for Schools about Module Completion Codes exercise emailed to Exams Mailman list			
Sat	6				
Sun	7				
Mon	8	University Closed – Coronation Bank Holiday			
Teaching Week 11 (Semester 2)					
Tue	9				
Wed	10				
Thu	11				
Fri	12	Semester 2 Teaching Ends			
Sat	13				
Sun	14				
Mon	15	<ul style="list-style-type: none"> Revision week May/June 2023 Exam set-up 		<ul style="list-style-type: none"> Early warning email sent to schools regarding EL May Starters (deadline 05 Jun) Early warning email sent to schools regarding May starters who haven't completed ID check (deadline 05 Jun) Deadline for Schools to submit reinstatement request for Apr starters made withdrawn due to failure to register/complete ID check. 	
Tue	16			Module Enrolment exercise begins for returning students - Year 3 and above - Optional modules only (Discovery modules available from July)	
Wed	17			Module Enrolment exercise begins for returning students - Year 2 and above - Optional modules only (Discovery modules available from July)	
Thu	18				
Fri	19				
Sat	20				
Sun	21				
Mon	22	<ul style="list-style-type: none"> May/June 2023 Assessment Period (09:00–12:00 and 14:00–17:00) 		Final warning to May starters regarding registration & ID check deadlines	
Tue	23				
Wed	24				
Thu	25				
Fri	26				
Sat	27	Assessments all day (if necessary)			
Sun	28				
Mon	29	University Closed – Spring Bank Holiday			
Tue	30	University Closed			
Wed	31				

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Thu	1			Registration begins for Jul starters – schools informed	
Fri	2				
Sat	3	Assessments all day (if necessary)			
Sun	4				
Mon	5			Deadline for May Starters to register and complete ID check (students made withdrawn after this date - Schools emailed regarding action required)	
Tue	6				
Wed	7	Process run to identify permanent leavers who may be eligible for HED/HEC – classification sheets sent to schools for approval			
Thu	8				
Fri	9	<ul style="list-style-type: none"> ▪ Last day of May/June 2023 assessments ▪ Results page on Student Services switched off (until 13 Jul) 			
Sat	10				
Sun	11				
Mon	12	<ul style="list-style-type: none"> ▪ Schools Marking Week ▪ LLLC/SWJTU schools to release provisional marks to students ▪ LLLC/SWJTU students start applying for July resits (deadline 6 Jul) 			
Tue	13				
Wed	14			Progression instructions sent to Schools - tbc	
Thu	15	BANNER UPGRADE – SYSTEM DOWN FROM 4pm			
Fri	16	BANNER UPGRADE – SYSTEM DOWN ALL DAY			
Sat	17	BANNER UPGRADE – SYSTEM DOWN ALL DAY			
Sun	18	BANNER UPGRADE – SYSTEM DOWN ALL DAY			
Mon	19	BANNER UPGRADE – SYSTEM DOWN UNTIL 11am <ul style="list-style-type: none"> ▪ Assessment Boards and Moderation Week – up to 30th June (<i>Previous dates = 19th – 27th June</i>) 		<ul style="list-style-type: none"> ▪ Progression Tool SWAPRGT made available to Schools - tbc ▪ Deadline for Schools to submit reinstatement request for May starters made withdrawn due to failure to register/complete ID check. # ▪ Early warning email sent to schools regarding EL Jun starters (deadline 03 Jul) ▪ Early warning email sent to schools regarding Jun starters who haven't completed ID check (deadline 03 Jul) 	
Tue	20				
Wed	21	Deadline for Schools to submit July resit papers to A&P			
Thu	22	POTENTIAL BANNER UPGRADE – SYSTEM DOWN FROM 4pm			
Fri	23	POTENTIAL BANNER UPGRADE – SYSTEM DOWN ALL DAY END OF SESSION			
Sat	24	POTENTIAL BANNER UPGRADE – SYSTEM DOWN ALL DAY			
Sun	25	POTENTIAL BANNER UPGRADE – SYSTEM DOWN ALL DAY			
Mon	26	POTENTIAL BANNER UPGRADE – SYSTEM DOWN UNTIL 11am		Schools sent information on 2023/2024 registration - tbc	
Tue	27				
Wed	28				
Thu	29				
Fri	30	<ul style="list-style-type: none"> ▪ 12:00 Deadline for Schools to release final marks to A&P (<i>Previous deadline = 27th June</i>) ▪ Deadline for Schools to enter provisional TP marks in Banner for modules re-assessed in August (<i>Previous deadline = 27th June</i>) 			

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		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Sat	1				
Sun	2				
Mon	3	<ul style="list-style-type: none"> Progression and Award Boards (<i>Previous dates = 28th June – 4th July</i>) Targeted communications to students begins, giving notice of dates and times that results will be available online. Schools also informed. 		<ul style="list-style-type: none"> Deadline for Jun Starters to register and complete ID check (students made withdrawn after this date – Schools emailed re. action required) Registration begins for Aug starters – schools informed 	
Tue	4				
Wed	5			Deadline for Schools to submit Special Cases to Student Cases where outcome may allow graduation in July - TBC	
Thu	6	Deadline for Students to apply for July resits (LLLC and SWJTU students only)			
Fri	7	<ul style="list-style-type: none"> Deadline for Schools to enter July resit applications into Banner 17:00 Deadline for Schools to submit classifications to A&P and confirm approval via the Notification of Confirmed Classifications form (<i>Previous deadline = 4th July</i>) 			
Sat	8				
Sun	9				
Mon	10	<ul style="list-style-type: none"> August resit schedules sent to Schools (deadline 17 Jul) Reminder sent to Schools to check 05 progression codes and to contact students (deadline 14 Jul) (<i>Previous date = 5th July</i>) 			
Tue	11				
Wed	12	<ul style="list-style-type: none"> Official award date (mainly UG) (<i>Previous date = 7th July</i>) Past Exam Papers requests sent to schools (deadline 1 Sep) July resit timetable published on web and emailed to schools 			
Thu	13	<ul style="list-style-type: none"> Official Results Day: Final marks & awards published (<i>Previous date = 10th July</i>) Resit Information put online for Students (until 19 Jul) (<i>Previous date = 10th July</i>) 		17:00 Deadline for Schools to complete progression exercise (<i>Previous deadline = 10th July</i>)	
Fri	14	Deadline for Schools to check 05 progression codes are correct using SWRPRCD			
Sat	15				
Sun	16				
Mon	17	<ul style="list-style-type: none"> Deadline for Schools to return August re-assessment schedules Deadline for Schools to submit re-assessment papers July Resit Period (LLLC and SWJTU students only) A&P to write to students with exhausted resit attempts (progression code 05) informing them they must permanently withdraw (<i>Previous date = 12th July</i>) 	July Degree Ceremonies (10 days)	<ul style="list-style-type: none"> Deadline for Schools to submit reinstatement request for Jun starters withdrawn due to failure to register/complete ID check. Early warning email sent to schools regarding EL Jul starters (deadline 31 Jul) Early warning email sent to schools regarding Jul starters who haven't completed ID check (deadline 31 Jul) 	
Tue	18	17:00 Deadline for Students to submit evidence to Disability Services for August resits (<i>Previous deadline for = 14th July</i>)			
Wed	19	<ul style="list-style-type: none"> 12:00 Deadline for ALL STUDENTS to apply for Aug resits (late fee applies after this date) (<i>Previous deadline for UG finalists = 14th July</i>) 12:00 Deadline for Students eligible for Ordinary award and registered on Honours programme to inform A&P if they wish to accept award of Ordinary degree (<i>Previous deadline for UG finalists = 14th July</i>) 12:00 Deadline for Schools to submit SWRPRFA 1st attempt report to A&P for ALL STUDENTS (<i>Previous deadline for UG finalists = 14th July, Non-finalists and TP = 18th July</i>) Deadline for Students to notify A&P of religious commitments during August reassessment period 			
Thu	20	August Resit timetable data taken from Banner		Schools sent information on 2023/2024 registration - TBC	
Fri	21				
Sat	22				
Sun	23				
Mon	24			Final warning to Jul starters regarding registration & ID check deadlines	
Tue	25				Curriculum - Discovery enrolment opens for returning UG students
Wed	26	Deadline for Schools to complete Module Completion Code exercise following June results			
Thu	27				
Fri	28	<ul style="list-style-type: none"> Deadline for Schools to submit July resit results to A&P July resit results published to students on web 			
Sat	29				
Sun	30				
Mon	31	August Re-assessment Timetable with venues published on web and emailed to schools (12:00)		Deadline for Jul Starters to register and complete ID check (students made withdrawn after this date – Schools emailed regarding action required)	

		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Tue	1	<ul style="list-style-type: none"> List of students with Assessment Access Arrangements emailed to schools List of students sitting exams overseas emailed to schools Timetables emailed to students sitting exams overseas and hosting institutions Modified exam papers information emailed to schools 		Registration starts for New TP/Returning Sep Students	
Wed	2	Information for schools about August resit period information emailed to Exams Mailman list			
Thu	3				
Fri	4				
Sat	5				
Sun	6				
Mon	7			Deadline for Schools to submit reinstatement request for Jul starters made withdrawn due to failure to register/complete ID check.	
Tue	8				
Wed	9				
Thu	10				
Fri	11	Exam set-up			
Sat	12				
Sun	13				
Mon	14	Exam set-up		<ul style="list-style-type: none"> Early warning email sent to schools regarding EL Aug starters (deadline 4 Sep) Early warning email sent to schools regarding Aug starters who haven't completed ID check (deadline 4 Sep) 	
Tue	15	<ul style="list-style-type: none"> ● August Re-assessment Period (09:00–12:00 and 14:00–17:00) 			
Wed	16				
Thu	17				
Fri	18				
Sat	19	Assessments all day (if necessary)			
Sun	20				
Mon	21			Final warning to Aug starters regarding registration & ID check deadlines	
Tue	22				
Wed	23				
Thu	24				
Fri	25	<ul style="list-style-type: none"> Results page on Student Services switched off (until 13 Sep) ● Last day of re-assessments 			
Sat	26				
Sun	27				
Mon	28	<i>University Closed – August Bank Holiday</i>			
Tue	29	<i>University Closed</i>			
Wed	30	Re-assessment Marking Period		<ul style="list-style-type: none"> Progression Tool SWAPRGT made available to Schools for August Progression Exercise - TBC Registration Letters sent to new UG students (ongoing) - TBC 	
Thu	31				

*Tuition instalment plan payment dates vary depending on student type, residency and funding source. More details can be found at http://students.leeds.ac.uk/info/10210/paying_fees_and_charges/604/tuition_fee_payment_schedule

		Assessment & Progress	Events (TBC)	Operations	Curriculum & Fees*
Fri	1	Deadline for Schools to return Past Exam Papers form to A&P		<ul style="list-style-type: none"> Progression instructions sent to schools – TBC Registration begins for Oct starters – schools informed Registration and Module Enrolment begins for new UG Students 	Curriculum - Module enrolment opens for new UG & PG students
Sat	2				
Sun	3				
Mon	4			Deadline for Aug Starters to register and complete ID check (students made withdrawn after this date – Schools emailed regarding action required)	
Tue	5				
Wed	6				
Thu	7				
Fri	8				
Sat	9				
Sun	10				
Mon	11	12:00 Deadline for Schools to submit August re-assessment Marks to A&P			
Tue	12				
Wed	13	<ul style="list-style-type: none"> 12:00 Deadline for Schools to submit August re-assessment Classifications to A&P August Marks released to Students on web (12:00) Internal and External Students can apply online for Carried Module resits (deadline 27 Oct) A&P to email Schools with reminder to check 07 progression codes and to contact students (deadline 15 Sep) 			
Thu	14		International Registration Week: 09:00 – 17:00 daily		
Fri	15	<ul style="list-style-type: none"> Official award date (August Resitters) August Classifications available to Students on web Deadline for Schools to write to students with progression code 07 			
Sat	16				
Sun	17				
International Welcome Week, Session 2023/2024					
Mon	18			<ul style="list-style-type: none"> Deadline for Schools to submit reinstatement request for Aug starters made withdrawn due to failure to register/complete ID check. 17:00 Deadline for Schools to complete Post-August Progression exercise and enter progression code 07 - TBC 	
Tue	19	Deadline for Schools to check 07 progression codes using SWRPRCD			
Wed	20	A&P to write to students with exhausted resit attempts (progression code 07) informing them they must permanently withdraw			Fees - Session / Term Start: Students charged tuition fees from start date if registration & ID check completed. Non-standard start dates will be charged from their Banner start date.
Thu	21				
Fri	22	Deadline for Schools to flag 2023/2024 1 st attempts with teaching in Progression Tool SWAPRGT and submit SWRPRFA report to A&P (Previous deadline = 15 th September)			
Sat	23				
Sun	24				
Freshers' Week, Session 2023/2024					
Mon	25		Registration Week (09:00 – 17:00 daily)		
Tue	26	Jan 2024 assessment schedules to Schools for checking (deadline 17 Oct)			
Wed	27	Deadline for Schools to complete Module Completion Codes exercise following August resits			
Thu	28				
Fri	29				
Sat	30				

*Tuition instalment plan payment dates vary depending on student type, residency and funding source. More details can be found at http://students.leeds.ac.uk/info/10210/paying_fees_and_charges/604/tuition_fee_payment_schedule

2023/2024 Forward Planner (dates to be confirmed)

	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	
Thu					1						1		Thu
Fri			1		2	1					2		Fri
Sat			2		3	2			1)		3		Sat
Sun	1		3		4	3			2		4	1	Sun
Mon	2 1		4 10	1	5 2	4 6	1		3)	1	5	2	Mon
Tue	3		5	2	6	5	2		4)	2 Awards D/L	6	3	Tue
Wed	4	1	6	3	7	6	3	1	5)	3	7	4	Wed
Thu	5	2	7	4	8	7	4	2	6)	4	8	5	Thu
Fri	6	3	8	5	9	8	5	3	7)	5	9	6	Fri
Sat	7	4	9	6	10	9	6	4	8	6	10	7	Sat
Sun	8	5	10	7	11	10	7	5	9	7	11	8	Sun
Mon	9 2	6 6	11 11	8	12 3	11 7	8	6	10	8 Results day	12	9 Marks D/L	Mon
Tue	10	7	12	9	13	12	9	7 11	11	9	13))	10	Tue
Wed	11	8	13	10	14	13	10	8	12	10	14))	11 Awards D/L	Wed
Thu	12	9	14]	11	15	14	11	9	13	11	15))	12	Thu
Fri	13	10	15]	12	16 CoM D/L	15	12	10	14	12	16))	13	Fri
Sat	14	11	16	13	17	16	13	11	15	13	17))	14	Sat
Sun	15	12	17	14	18	17	14	12	16	14	18	15	Sun
Mon	16 3	13 7	18]	15)	19 4	18 8	15	13	17	15]	19))	16 >	Mon
Tue	17	14	19]	16)	20	19	16	14	18	16]	20))	17 >	Tue
Wed	18	15	20]	17)	21	20	17	15	19	17]	21))	18 >	Wed
Thu	19	16 TP Results D/L	21	18)	22	21	18	16	20	18]	22))	19 >	Thu
Fri	20	17	22	19)	23	22	19	17	21 Session end	19]	23))	20 >	Fri
Sat	21	18	23	20)	24	23	20	18	22	20	24	21	Sat
Sun	22	19	24	21	25	24	21	19	23	21	25	22	Sun
Mon	23 4	20 8	25	22)	26 5	25	22 9	20)	24	22]	26	23 >>	Mon
Tue	24	21	26	23)	27	26	23	21)	25 Marks D/L	23]	27	24 >>	Tue
Wed	25	22	27	24)	28	27	24	22)	26	24]	28	25 >>	Wed
Thu	26	23 TP Results day	28	25)	29	28	25	23)	27	25]	29	26 >>	Thu
Fri	27 CoM D/L	24	29	26)		29	26	24)	28	26]	30	27 >>	Fri
Sat	28	25	30	27		30	27	25)	29	27	31	28	Sat
Sun	29	26	31	28		31	28	26	30	28		29	Sun
Mon	30 5	27 9		29 1			29 10	27		29		30	Mon
Tue	31	28		30			30	28		30			Tue
Wed		29		31				29)		31			Wed
Thu		30						30)					Thu
Fri								31)					Fri

Key: = Teaching
 = Weekend

 = University closed
 = Degree ceremonies

) = Assessment period
)) = Re-assessment period

> = Internat. welcome week
>> = Freshers' week

CoM = Change of module
D/L = Deadline