



**ST. FRANCIS UNIVERSITY COLLEGE OF HEALTH AND
ALLIED SCIENCES
(SFUCHAS)**

*A constituent College of St. Augustine University of
Tanzania*

ALMANAC

2022/2023

ACADEMIC YEAR

ABBREVIATIONS

CA	Continuous Assessment
IAHS	Institute of Allied Health Sciences
FoM	Faculty of Medicine
HTIs	Health Training Institutions
MD	Doctor of Medicine
MOHCDGEC	Ministry of Health, Community Development, Gender, Elderly and Children
SAUT	Saint Augustine University of Tanzania
SFUCSO	St. Francis University College Students organization
SIMS	Students Information Management System
UE	University Examinations

ALMANAC – ACADEMIC YEAR 2022/2023

FIRST SEMESTER: OCTOBER 2022 – APRIL 2023

MONTH	DAY	DATE	ACTIVITY
SEPTEMBER 2022	Tuesday	6	<ul style="list-style-type: none"> i. TCU Confirmation window for applicants admitted in the first round closes ii. Management Committee Meeting iii. College Admission Committee Meeting iv. College Timetabling Committee Meeting
	Wednesday	7	<ul style="list-style-type: none"> i. Deadline for SIMS Uploading Semester II Final UE Results ii. IAHS Board Meeting
	Thursday	8	FoM Examiners Board Meeting
	Monday	12	<ul style="list-style-type: none"> i. Faculty Board Meeting ii. IAHS Board Meeting
	Tuesday	13	College Finance and Planning Committee Meeting
	Wednesday	14	<ul style="list-style-type: none"> i. College Academic Committee Meeting ii. Release of Provisional SIMS Results of Semester II Final UE
	Thursday	15	College Appointment and Promotion Committee Meeting
	Tuesday	20	College Board of Governors Meeting
	Thursday	22	College Research, Publications and Consultancy Committee Meeting
	Monday	26	<ul style="list-style-type: none"> i. First Supplementary and First Sitting Examinations (Special Examinations) for MD students Start ii. Second Supplementary Examinations for MD2 Students Start iii. Deadline for Appeal and Irregularity Processing of Semester II final UE iv. SAUT Senate Meeting
	Tuesday	27	<ul style="list-style-type: none"> i. FoM Timetabling Committee Meeting ii. SAUT Planning and Financial Committee Meeting
	Wednesday	28	Departmental Meeting
	Thursday	29	Management Committee Meeting
	Friday	30	SAUT Council Meeting
	Saturday	1	Central Marking for End of Semester II Examinations of IAHS students, Uploading of Results and Submission of Documents to NACTE End
	Monday	3	<ul style="list-style-type: none"> i. Reporting, Registration and Orientation for new IAHS students (NTA LEVEL 4) Start ii. College Admission Committee Meeting

**OCTOBER
2022**

Tuesday	4	i. First Supplementary and First Sitting Examinations (Special Examinations) for MD Students End ii. Second Supplementary Examinations for MD2 Students End
Friday	7	i. Deadline for SIMS Uploading of First Supplementary, First Sitting Examination (Special Examination) and Second Supplementary Examination Results of MD Students ii. IAHS Board Meeting
Saturday	8	Maulid Day/Prophet's Birthday
Monday	10	i. Reporting, Registration and Orientation for continuing IAHS students (NTA LEVEL 5 & 6) Start ii. IAHS Principals' Meeting - Zonal Level (HTIs) Start
Tuesday	11	FoM Examiners Board Meeting
Wednesday	12	FoM Board Meeting
Thursday	13	i. College Academic Committee Meeting ii. Release of Provisional SIMS Results of First Supplementary, First Sitting (Special Examination) and Second Supplementary Examination Results of MD Students
Friday	14	Mwalimu Nyerere Day
Saturday	15	IAHS Principals' Meeting - Zonal Level (HTIs) End
Monday	17	i. Arrival, Registration and Orientation for MD1 Students Start ii. Arrival and Registration for ongoing MD Students Start iii. Reporting, Registration and Orientation for all IAHS students (NTA LEVEL 4, 5 & 6) End
Tuesday	18	i. Management Committee Meeting ii. Start of Lectures for IAHS Students iii. Online transfer of continuing IAHS students Start
Wednesday	19	College Admission Committee Meeting
Thursday	20	i. College Quality Assurance Committee Meeting ii. Deadline of Examination Appeals and Irregularity Processing for 2021/2022 academic year
Friday	21	i. Arrival, Registration and Orientation for MD1 Students End ii. Arrival and Registration for ongoing MD Students End iii. Warden and Hostel Student Representatives Meeting iv. IAHS Academic staffs Meeting
Monday	24	i. Start of Lectures for MD Students ii. Registration of IAHS students reported in the Institutional panel for studies of Academic year 2022/2023 Start

OCTOBER 2022	Wednesday	26	Departmental Meeting (IAHS & FOM)
	Thursday	27	SFUCSO Meeting
	Friday	28	i. Generation of Semester II Examination Numbers for IAHS students ii. Deadline for the Payment of First Installment College Tuition Fees for the MD and IAHS Students
	Sunday	30	Deadline for payment of ES II Examination fee through GePG for NTA level 6 students in CMT program (September Intake)
	Monday	31	i. TCU Students Transfer Window Opens ii. Deadline for submission of appeals against Semester II Examination results (IAHS) ii. College Finance and Planning Committee Meeting

NOVEMBER 2022	Tuesday	1	i. College Admission Committee Meeting ii. All Saints Day
	Wednesday	2	i. SFUCSO Bunge Meeting ii. All Souls Day (Evening Holy Mass)
	Thursday	3	College Research, Publications, and Consultancy Committee Meeting
	Friday	4	i. College Examination Committee Meeting ii. Dean of Students and SFUCSO Meeting
	Monday	7	Management Committee Meeting
	Tuesday	8	College Academic Committee Meeting
	Wednesday	9	Board of Trustees Meeting (TEC-DSM)
	Thursday	10	Board of Trustees Meeting (TEC-DSM)
	Friday	11	Holy Eucharistic Celebration for New Academic Year 2022/2023
	Monday	14	i. College Library Committee Meeting ii. FOM Examination Committee Meeting
	Tuesday	15	i. FOM Admission committee meeting ii. FOM Timetabling committee Meeting
	Wednesday	16	i. FOM Quality assurance committee Meeting ii. FOM Curriculum Committee Meeting
	Thursday	17	FOM Recruitment and Promotion committee Meeting

NOVEMBER 2022	Friday	18	FOM Research and Community Outreach Committee Meeting
	Thursday	24	Verification and Uploading of Semester II CA results into NACTVET Database for IAHS Start
	Sunday	27	i. TCU students transfer window closes ii. Deadline for Submission of Student Transfers to TCU iii. Verification and Uploading of Semester II CA results into NACTVET Database for IAHS End
	Monday	28	i. FoM Board Meeting ii. IAHS Board Meeting ii. Semester II Supplementary Examination for IAHS Students Start
	Sunday	29	i. Online transfer of continuing IAHS students End ii. Registration of IAHS students reported in the Institutional panel for studies for Academic year 2022/2023 End
DECEMBER 2022	Thursday	1	Management Committee Meeting
	Friday	2	i. SFUCSO Meeting ii. College Appointment and Promotion Committee Meeting
	Monday	5	i. SFUCSO Bunge Meeting ii. Central Marking of Semester II (Supplementary) Examinations and Uploading of Examination results into NACTVET database for IAHS Students Start
	Wednesday	7	Departmental Meeting (IAHS & FOM)
	Thursday	8	Dean of Students and SFUCSO Meeting
	Friday	9	INDEPENDENCE DAY
	Monday	12	SAUT Senate Meeting
	Tuesday	13	SAUT Finance and Planning Committee Meeting
	Thursday	15	i. SAUT Council Meeting ii. College Quality Assurance Meeting
	Friday	16	College Admission Committee Meeting
	Saturday	17	SAUT 25 th Graduation Ceremony
	Monday	19	Christmas Breather Start
	Thursday	23	Semester II Supplementary Examination for IAHS

			Students End
	Saturday	31	<ul style="list-style-type: none"> i. End of SIMS Registration for new and continuing MD students ii. The deadline for TCU submission of the 2022/2023 academic year enrolment data iii. Examinations and Uploading of Examination results into NACTVET database for IAHS Students End
JANUARY 2023	Sunday	1	New Year Day/FEAST
	Monday	2	Christmas Breather End
	Tuesday	3	1 st Semester Lectures Resume
	Friday	6	Management Committee Meeting
	Monday	9	College Library Committee Meeting
	Tuesday	10	Staff Meeting
	Wednesday	12	Zanzibar Revolution Day
	Monday	16	<ul style="list-style-type: none"> i. Departmental Meetings (IAHS & FOM) ii. College Quality Assurance Meeting
	Tuesday	17	IAHS Board Meeting
	Wednesday	18	College Admission Committee Meeting
	Thursday	19	College Academic Committee Meeting
	Friday	20	<ul style="list-style-type: none"> i. SFUCHAS Day ii. Generation of Semester II Examination Numbers for IAHS Students
	Wednesday	25	College Research, Publications, and Consultancy Committee Meeting
	Thursday	26	SFUCSO Meeting
	Friday	27	<ul style="list-style-type: none"> i. College Board of Governors Meeting ii. Deadline for submission of appeals against Semester II Supplementary Examination results for IAHS Students
Tuesday	31	Deadline for the Payment of Second Installment College Tuition Fees for the MD and IAHS Students	
FEBRUARY 2023	Wednesday	1	SFUCSO Bunge Meeting
	Thursday	2	Dean of students and SFUCSO Meeting
	Friday	3	IAHS Board Meeting
	Monday	6	College Appointment and Promotion Committee Meeting
	Tuesday	7	Management Committee Meeting
	Wednesday	8	College Finance and Planning Committee Meeting
	Thursday	9	College Admission Committee Meeting
Friday	10	Generation of Semester I Examination Numbers for IAHS	

FEBRUARY 2023			Students
	Tuesday	14	Board of Trustees Meeting (TEC-DSM)
	Wednesday	15	Board of Trustees Meeting (TEC-DSM)
	Friday	17	SIMS Registration for 1 st Semester UE by MD Students Begins (Generation of Examination Numbers (Card) for UE)
	Wednesday	22	Ash Wednesday – Lent Season Begins
	Thursday	23	Departmental Meetings (IAHS & FOM)
	Friday	24	i. End of 1 st Semester lectures ii. Deadline for SIMS uploading (submission) of 1 st Semester MD CA Results
	Monday	27	i. 1 st Semester UE Preparatory week for MD Students Start ii. SIMS Registration for 1 st Semester UE by MD Students Ends (Generation of Examination Numbers (Card) for UE) iii. Certification of Examination Card Starts iv. College Examination Committee Meeting
	Tuesday	28	SIMS Publication/Release of 1 st Semester MD CA Results
MARCH 2023	Wednesday	1	IAHS Board Meeting
	Thursday	2	i. Management Committee Meeting ii. Verification and Uploading of Semester I CA results into NACTVET Database for IAHS start
	Friday	3	i. 1 st Semester UE Preparatory week for MD Students ends ii. Certification of Examination Cards for 1 st Semester UE ends
	Sunday	5	Verification and Uploading of Semester I CA results into NACTVET Database for IAHS End
	Monday	6	i. 1 st Semester UE for MD Students Start ii. Start of IAHS end of Semester I Examinations iii. Uploading of Semester I Examinations results Start
	Wednesday	8	Board of Governors Meeting
	Monday	13	FOM Examination Committee Meeting
	Tuesday	14	i. FOM Admission Committee meeting ii. FOM Timetabling Committee Meeting
	Wednesday	15	i. FOM Quality Assurance Committee Meeting

MARCH 2023			ii. FOM Curriculum Committee Meeting
	Thursday	16	FOM Recruitment and Promotion committee Meeting
	Friday	17	i. 1 st Semester UE for MD Students End ii. FOM Research and Community Outreach Committee Meeting
	Monday	20	Inter-Semester break for MD Students Start
	Thursday	23	Departmental Meetings (IAHS & FOM)
	Friday	24	i. Deadline for Uploading of 1 st Semester UE Results of MD Students ii. End of IAHS end of Semester I Examinations iii. End of Uploading of Semester I Examinations results
	Monday	27	i. FoM Examiners Board Meeting ii. IAHS Examination committee Meeting iii. IAHS semester II lectures Start iv. IAHS Principals' Meeting - Zonal Level (HTIs) Start
	SECOND SEMESTER: MARCH 2023 – OCTOBER 2023 FOR IAHS STUDENTS		
	Tuesday	28	Management Committee Meeting
	Wednesday	29	i. FoM Board Meeting ii. IAHS Board Meeting
Friday	31	i. College Academic Committee Meeting ii. SIMS Publication/Release of 1 st Semester Final Examination Results of MD Students iii. IAHS Principals' Meeting - Zonal Level (HTIs) End	
APRIL 2023	Sunday	2	Palm Sunday
	Monday	3	Easter Breather Starts
	Wednesday	5	College Admission Committee Meeting
	Thursday	6	i. Holy Thursday (Maundy/Sheer Thursday)
	Friday	7	i. Karume Day ii. Good Friday
	Saturday	8	i. Holy Saturday ii. Lent Season End
	Sunday	9	EASTER day (EASTER Sunday)
	Monday	10	i. Easter Breather Ends ii. EASTER Monday iii. IAHS Annual Principals' Meeting Start

SECOND SEMESTER: APRIL 2023 – SEPTEMBER 2023

MONTH	DAY	DATE	ACTIVITY
APRIL 2023	Tuesday	11	<ul style="list-style-type: none"> i. Inter-Semester break for MD Students End ii. 2nd Semester for MD Students Commences (Resumption of lectures for MD students) iii. Deadline for Appeal and Irregularity Processing of 1st Semester 2022/2023 iv. IAHS Easter Breather End v. Resuming of Lectures for IAHS students
	Wednesday	12	FoM Examination Committee Meeting
	Thursday	13	<ul style="list-style-type: none"> i. IAHS Academic Staffs Meeting ii. IAHS Annual Principals' Meeting End
	Saturday	15	Deadline for Payment of Semester II Examination Fee for IAHS Students
	Monday	17	<ul style="list-style-type: none"> i. SFUCSO Meeting ii. Semester I Supplementary Examinations for IAHS Students Start iii. Uploading of Semester I Supplementary Examination results of IAHS Students Start
	Tuesday	18	Formulation of SFUCSO election committee
	Wednesday	19	College Research, Publications and Consultancy Committee Meeting
	Thursday	20	<ul style="list-style-type: none"> i. College Quality assurance Committee Meeting ii. Warden and hostel student representatives Meeting
	Friday	21	Eid el-Fitr (Feast of breaking the fast, depending on moon sighting)
	Saturday	22	Eid el-Fitr (Feast of breaking the fast, depending on moon sighting)
	Monday	24	<ul style="list-style-type: none"> i. SFUCSO Bunge Meeting ii. Management Committee Meeting
	Tuesday	25	Taking of forms for SFUCSO leadership positions
	Wednesday	26	Union Day
	Thursday	27	<ul style="list-style-type: none"> i. College Library Committee Meeting ii. Dean of Students and SFUCSO Meeting
	Friday	28	<ul style="list-style-type: none"> i. College Finance and Planning Committee Meeting ii. Semester I Supplementary Examinations for IAHS Students End

			iii. End of Uploading Semester I Supplementary Examination results of IAHS Students
	Sunday	30	Deadline for the Payment of Third Installment College Tuition Fees for the MD and IAHS Students
MAY 2023	Monday	1	Workers Day
	Tuesday	2	i. College Library Committee Meeting i. Management Committee Meeting
	Wednesday	3	i. College Research, Publications and Consultancy Committee Meeting ii. Candidates for SFUCSO election presented before the election committee and Dean of Students
	Thursday	4	i. Departmental Meeting (IAHS & FOM)s ii. Candidates for Presidential Position presented before Management Committee Meeting
	Friday	5	College Appointment and Promotion Committee Meeting
	Saturday	6	SFUCSO Election Campaigns Begins
	Monday	8	SAUT Senate Meeting
	Tuesday	9	SAUT Finance and Planning Committee Meeting
	Thursday	11	SAUT Council Meeting
	Sunday	14	SFUCSO Election Campaigns End
	Monday	15	i. SFUCSO Election Committee Meeting ii. Opening of NACTVET admission cycle for 2023/2024 Academic year iii. Deadline for Payment of Semester II Examination Fee for IAHS Students
	Tuesday	16	i. College Admission Committee Meeting ii. SFUCSO Election
	Wednesday	17	Release (Announcement) of SFUCSO Election Results
	Thursday	18	Staff Meeting
	Friday	19	Inauguration of the SFUCSO elected leaders
	Thursday	25	Quality Assurance Committee Meeting
	Sunday	28	Pentecost (Whitsunday)
	Monday	29	FOM Examination Committee Meeting
	Tuesday	30	i. FOM Admission Committee Meeting ii. FOM Timetabling Committee Meeting iii. SFUCSO Meeting

	Wednesday	31	i. FOM Quality Assurance Committee Meeting ii. FOM Curriculum Committee Meeting
JUNE 2023	Thursday	1	i. SFUCSO Bunge Meeting ii. Management Committee Meeting iii. FOM Recruitment and Promotion Committee Meeting
	Friday	2	i. Dean of Students and SFUCSO Meeting ii. FOM Research and Community Outreach Committee Meeting
	Monday	5	College Finance and Planning Committee Meeting
	Tuesday	6	Departmental Meeting (IAHS & FOM)
	Thursday	8	College Admission Committee Meeting
	Monday	12	Nutritional Field Work for MD 2 Start
	Tuesday	13	College Quality Assurance Committee Meeting
	Wednesday	14	i. FoM Board Meeting ii. IAHS Board Meeting
	Thursday	15	Deadline for updating admission status in the NACTVET system for students who have postponed Studies in IAHS
	Friday	16	i. Nutritional Field Work for MD 2 End ii. Memorial of St. Augustine of Hippo
	Tuesday	20	Management Committee Meeting
	Thursday	22	2 nd SFUCHAS Scientific Conference Start
	Friday	23	2 nd SFUCHAS Scientific Conference End
	Monday	26	Submission of a list of IAHS Candidates eligible to sit for Semester examination
	Thursday	29	Eid el-Adha (Feast of the Sacrifice)
	Friday	30	Deadline for the Payment of Fourth Installment College Tuition Fees for the MD and IAHS Students
JULY 2023	Monday	3	College Admission Committee Meeting
	Tuesday	4	College Library Committee Meeting
	Wednesday	5	Departmental Meeting (IAHS & FOM)s
	Thursday	6	College Research, Publications and Consultancy Committee Meeting
	Friday	7	SabaSaba day
	Tuesday	11	IAHS Board Meeting

JULY 2023	Friday	14	i. College Academic Committee Meeting ii. Generation of Semester II Examination Numbers for IAHS Students
	Monday	17	End of semester II Examinations for IAHS students 2022/2023 academic year Start
	Tuesday	18	Management Committee Meeting
	Wednesday	19	College Quality Assurance Committee Meeting
	Thursday	20	Board of Governors Meeting
	Friday	21	College Appointment and Promotion Committee Meeting
	Monday	24	SIMS Registration for 2 nd Semester UE by MD students Start (Generation of Examination Numbers (Card) for UE)
	Tuesday	26	SFUCSO Meeting
	Wednesday	27	College Examination Committee Meeting
	Friday	28	i. Deadline of SIMS Registration for 2 nd Semester UE by MD students (Generation of Examination Numbers (Card) for UE) ii. SFUCSO Bunge Meeting iii. End of 2 nd Semester lectures for MD students iv. Deadline for SIMS Uploading (submission) of 2 nd Semester MD CA Results
Monday	31	i. Dean of Students and SFUCSO Meeting ii. UE Preparatory week for MD Students Start iii. Certification of Examination Cards for 2 nd Semester UE starts	
AUGUST 2023	Tuesday	1	i. College Examination Committee Meeting ii. SIMS Publication/Release of 2 nd Semester MD CA Results
	Wednesday	2	Departmental Meeting (IAHS & FOM)s
	Friday	4	i. UE Preparatory week for MD students Ends ii. Certification of Examination Cards for 2 nd Semester UE ends
	Monday	7	2 nd Semester UE for MD Students Starts
	Tuesday	8	NaneNane day (Farmer's day)
	Thursday	10	Verification and Uploading of Semester II CA results of IAHS Students into NACTVET Database Start
	Friday	11	Management Committee Meeting

AUGUST 2023	Sunday	13	Verification and Uploading of Semester II CA results of IAHS Students into NACTVET Database End
	Monday	14	Start of semester II Examinations of IAHS Students for 2022/2023 academic year
	Tuesday	15	SAUT Special Senate Meeting
	Friday	18	2 nd Semester UE for MD Students Ends
	Saturday	19	Long Vacation for MD1 and MD2 Students Starts
	Friday	25	Deadline for Uploading of 1 st Semester UE Results
	Monday	28	FoM Examiners Board Meeting
	Tuesday	29	Quality Assurance Committee Meeting
	Wednesday	30	i. FoM Board Meeting ii. IAHS Board Meeting
SEPTEMBER 2023	Friday	1	i. College Academic Committee Meeting ii. SIMS Release/Publication of Provisional Results of 2 nd Semester final UE
	Tuesday	5	Management Committee Meeting
	Friday	8	SAUT Executive Senate Meeting
	Monday	11	Deadline for Appeal and Irregularity Processing of 2 nd Semester 2021/2022
	Tuesday	12	i. College Appointment and Promotion Committee Meeting ii. End of semester II Examinations of IAHS Students for 2022/2023 academic year
	Wednesday	13	College Research, Publications and Consultancy Committee Meeting
	Friday	15	College Finance and Planning Committee Meeting
	Monday	18	i. SAUT Senate meeting i. First Supplementary, Second Supplementary and First Sitting Examinations (Special Examinations) for MD students Start
	Tuesday	19	SAUT Finance and Planning Committee Meeting
	Thursday	21	SAUT Council Meeting
	Wednesday	27	Departmental Meetings (IAHS & FOM)
	Friday	29	First Supplementary, Second Supplementary and First Sitting Examinations (Special Examinations) for MD students Ends