

REPUBLIC OF CAMEROON
Peace-Work-Fatherland

MINISTRY OF HIGHER EDUCATION

GENERAL SECRETARIAT

DEPARTMENT FOR THE COORDINATION
OF ACADEMIC ACTIVITIES

SUB-DEPARTMENT FOR THE FOLLOW UP
ACADEMIC ACTIVITIES

RÉPUBLIQUE DU CAMEROUN

Paix-Travail- Patrie

MINISTÈRE DE L'ENSEIGNEMENT SUPÉRIEUR

SECRETARIAT GÉNÉRAL

DIRECTION DE LA COORDINATION
DES ACTIVITÉS ACADÉMIQUES

SOUS-DIRECTION DU SUIVI DES
ACTIVITÉS ACADÉMIQUES

ORDER N° _____ /MINESUP/SG/DAJ/DCAA/SDSAA OF _____ /
ESTABLISHING THE ACADEMIC CALENDAR OF HIGHER EDUCATION
INSTITUTIONS OF THE REPUBLIC OF CAMEROON FOR THE 2016/2017
ACADEMIC YEAR.

11 AGUT 2016

THE MINISTER OF HIGHER EDUCATION,

- Mindful of the Constitution;
- Mindful of Law N° 2001/005 of 16 April 2001 on the Orientation of Higher Education;
- Mindful of Decree N° 93/027 of 19 January 1993 laying down general regulations governing Universities modified and completed by Decree N°2005/342 of 10 September 2005
- Mindful of Decree N° 2011/408 of 9 December 2011 organizing the Government;
- Mindful of Decree N° 2011/409 of 9 December 2011 appointing the Prime Minister;
- Mindful of Decree N° 2011/410 of 9 December 2011 appointing members of the Government;
- Mindful of Decree N° 2012/433 of 1 October 2012 organizing the Ministry of Higher Education;
- Considering service necessities;

HEREBY ORDERS AS FOLLOWS:

PART I
GENERAL PROVISIONS

Article 1: Within the framework of this Order, the following shall be considered as academic activities:

- teaching, training and learning;
- continuous assessment, summaries or final examinations; and as the case may be,

- Defences of various works (internship reports, academic or professional theses or dissertations).

Article 2: Academic activities for the 2016/2017 academic year shall begin as from Tuesday, 27th September 2016 and shall imperatively end on Friday, 28th July 2017 in all Higher Education Institutions of the Republic of Cameroon.

PART II **DIVISION OF THE ACADEMIC YEAR**

Article 3:

- (1) The above-mentioned academic year shall be divided into two (02) semesters.
- (2) The semesters referred to in paragraph one (1) of this article shall be marked by two break periods in teaching.

Article 4: The break periods in teaching shall be determined as follows:

- First (1st) break: from Thursday, 22th December 2016 at 3:30 pm to Monday, 2th January 2017 at 7:30 am;
- Second (2nd) break: from Saturday, 31st March 2017 at 3:30 pm to Monday, 17th April 2017 at 7:30 am.

Article 5: University holiday shall begin on Saturday 28th July 2017 at 7:30 am and shall end on Monday, 4th September 2017 at 7:30 am.

Article 6:

- (1) The periods earmarked for national certificate examinations (HND, BTS, HPD, DSEP) and competitive entrance examinations into faculties and professional schools of State University Institutions and Higher Education Institutions with special status and under academic supervision shall be determined as follows:
 - June/July 2017 for national certificate examinations (HND, BTS, HPD, DSEP);
 - March/September 2017 for competitive entrance examinations.
- (2) Dates for the organisation of these certificate examinations and competitive entrance examinations shall be determined and communicated in specific texts signed by the Minister of Higher Education.

PART III **PEDAGOGIC ORGANIZATION**

Article 7: The academic year shall stretch across two (02) semesters for a total of at least twenty-eight (28) weeks and at most thirty-two (32) weeks of effective teaching.

Article 8: The semesters mentioned in article 7 above shall be divided as follows:

- First semester: from Tuesday, 27th September 2016 to Saturday, 25th February 2017;
- Second semester: from Tuesday, 7th March 2017 to Friday, 28th July 2017.

Article 9:

(1) In faculties and professional schools, each semester shall consist of teaching activities, continuous assessment, summaries or final examinations, and as the case may be, defences of various works (internship reports, theses or dissertations).

(2) During each semester, Deans of faculties and Directors of professional schools shall ensure hitch-free conduct in teaching, respect of programmes as well as their progress, the smooth organization of continuous assessment, summaries or final examinations, and as the case may be, defences of various works (internship reports, theses or dissertations).

Article 10:

(1) During each semester, Deans of faculties and Directors of professional schools shall convene mid and end-of-semester faculty and school academic board meetings in view of assessing academic activities, with particular emphasis on:

- the coverage rate of the semester's programme;
- the level of coverage of continuous assessment;
- the success level per teaching unit for the semester.

(2) The reports of the said faculty and school academic boards shall be forwarded to the head of the institution who shall within a fortnight forward a summary thereof to the Minister of Higher Education.

(3) At the end of the academic year, a general report on compliance with all the instructions related to the execution of academic activities contained in this Order shall be written by the head of the Institution and forwarded to the Minister of Higher Education.

Article 11:

(1) The summary or final examination in a course unit may only take place seven (07) days at least after the publication of continuous assessment marks of the said teaching unit.

(2) The summary of the resit or the resit examination in a course unit may only take place five (05) days after the publication of marks of the summary or final examination in the teaching unit.

(3) Defences of various works (internship reports, dissertations...) shall take place before the end of the semester concerned, within the strict observance of the limits of the academic year of this order.

Article 12: For reasons of rational management of course units, it is advisable to assemble all the teaching units of a given module in the same semester. Thus,

(1) The end of each semester shall be punctuated by:

- the publication of all the results of course units and modules;
- the publication of the list of students who have succeeded in the semester, or eventually, who are promoted; and as the case may be,
- the publication of the list of students who have failed, and are allowed to sit for the resit examination, after the publication of the results of modules.

(2) Transcripts shall systematically be issued at the end of each semester.

PART IV
MISCELLANEOUS AND FINAL PROVISIONS

Article 13: Pedagogic training sessions for young teachers shall take place in the month of September 2016.

Article 14: Post-Graduate Degrees (Master's II and Doctorate Degrees) pre-registrations, selections and registrations shall take place before Monday, 24th October 2016, date of the beginning of lectures.

Article 15: The elections of students' delegates shall be held during the month of November 2015.

Article 16: The 2016/2017 academic calendar peculiar to each higher education institution, established in strict respect of this general calendar, shall be forwarded to the Minister of Higher Education, latest on 15th July 2016.

Article 17: Apart from official holidays and those decided upon by a decree of the Head of State, any other interruption of academic activities shall be subject to the authorization of the Head of the Higher Education Institution.

Article 18: The Heads of Higher Education Institutions and the Director of the Coordination of Academic Activities, each in his/her own sphere of competence, shall be responsible for the implementation of this Order which shall be registered and published wherever need arises.



MINISTER OF HIGHER EDUCATION,

Jacques FAME NDONGO