

ORDER N° 9-00544 /MINESUP/SG/DCAA/DAJ/SDSAA OF 20 JUIN 2019 /

ESTABLISHING THE ACADEMIC CALENDAR OF HIGHER EDUCATION INSTITUTIONS OF THE REPUBLIC OF CAMEROON FOR THE 2019/2020 ACADEMIC YEAR.

THE MINISTER OF STATE, 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° 2012/433 of 1st October 2012 organizing the Ministry of Higher Education;

Mindful of Decree N° 2019/002 of 4 January 2019 appointing members of the Government;

Considering service obligations;

HEREBY ORDERS AS FOLLOWS:

CHAPTER I
GENERAL PROVISIONS

Article 1st.- This Order organises the academic calendar of Higher Education Institutions of the Republic of Cameroon for the 2019/2020 academic year.

Article 2.- 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 3.- Academic activities for the 2019/2020 academic year shall begin on Tuesday, 24th September 2019 and shall imperatively end on Friday, 24th July 2020 in all Higher Education Institutions of the Republic of Cameroon.

CHAPTER II
DIVISION OF THE ACADEMIC YEAR

Article 4.- (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 break periods in teaching.

Article 5.- The break periods in teaching shall be determined as follows:

- First (1st) break: from Thursday, 19th December 2019 at 3:30 pm to Thursday, 2nd January 2020 at 7:30 am;

- Second (2nd) break: from Saturday, 28th March 2020 at 3:30 pm to Monday, 13th April 2020 at 7:30 am.

Article 6.- University holiday shall commence on Friday 24th July 2020 at 7:30 am and shall end on Monday, 7th September 2020 at 7:30 am.

Article 7.- (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:

- May/July 2020 for national certificate examinations (HND, BTS, HPD, DSEP);
- March/September 2020 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.

CHAPTER III **PEDAGOGIC ORGANIZATION**

Article 8.- 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 9.- The semesters mentioned in article 7 above shall be divided as follows:

- First semester: from Tuesday, 24th September 2019 to Saturday, 22nd February 2020;
- Second semester: from Tuesday, 3rd March 2020 to Friday, 24th July 2020.

Article 10.- 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).

(1) 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 11.- (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 12.- (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 at least after the publication of marks of the summary or final examination in the teaching unit.

(3) Defences of various works (internship reports, theses or 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 13.- (1) 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,

(2) 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.

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

CHAPTER IV **MISCELLANEOUS AND FINAL PROVISIONS**

Article 14. - Pedagogic training sessions for young teachers shall take place in the month of September 2019.

Article 15.-During the University Games, classes shall be suspended in all University institutions, except where the Minister of Higher Education decides otherwise.

Article 16.-Post-Graduate Degrees (Master's II and Doctorate Degrees) pre-registrations, selections and registrations shall take place before Monday, 21st October 2019, date of the beginning of lectures.


Article 17. - The elections of students' delegates shall be held during the month of November 2019.

Article 18.- The 2019/2020 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 12th July 2019.

Article 19.- 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 20.- 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 in English and French wherever need arises.

Yaounde on,.....

Minister of State, Minister of Higher Education,

Jacques FAME NDONGO