

IPA ALMANAC 2020/2021

DATE	ACTIVITY	PARTICIPANT(S)
1 st June, 2019/2020	Opening of first and second semester for Academic year 2019/2020 (Basic Tech Cert,TECH Cert and Ord. Dip)	Tutors and all Students
1 st -6 th June, 2020	Orientation and registration for new students (Cert&Dip)	Selected Applicants
1 st -6 th June, 2020	Registration for Continuing Students	Academic and Continuing Students
8 th June, 2020	Tutor's Meeting	Registrar Office and all Tutors
15 th June - 7 th September, 2020	Receiving Applications for September/October, 2020 Intake for Academic year 2020/2021	Admission Office
22 nd June 2020	Academic Committee meeting	Academic Committee Member
23 rd June 2020	IPA Staff Meeting	All Staffs
13 th July, 2020	Issuing Examination Letter	Examination Officers, internal and external Tutors
13 th - 31 st July, 2020	Submission of Examination Paper	Examination Officers, internal and external Tutors
27 th July-1 st Aug 2020	First Mid term test	Academic Officers and Tutors
12 th – 21 st Aug, 2020	Examination Moderation	Examination Committee and external Moderators
24 th – 29 th Aug, 2020	Submission of course work	Heads of Departments and all Tutors
31 st august -7 th September,2020	Examination week for all programs	Examination Office
1 st - 9 th , Sept 2020	Marking and Submission of Examination Results	Examination Office and Tutors

11 th Sept, 2020	Department Committee Meeting	Heads of Department
14 th Sept 2020	Academic Committee Meeting	Academic Committee Members
14 th Sept 2020	Beginning of field attachment Training for BTC, Diploma	Research Department
14 th Sept 2020	Dead line submission of Research and projects for Diploma students	Research Department
17 th Sept 2020	Publication of Provisional Examination Results	Examination Office
22 nd Sept 2020	IPA Council Meeting	Secretary of the Council
8 th – 1 st September, 2020	Internal Selection for Applicants from various programs	Admission committee and heads of departments
15 th – 30 th September, 2020	<ul style="list-style-type: none"> • Uploading Semester I (2020/2021) and Semester II (March Intake) Examination Results in the NACTE Database • Submission of hardcopy of the results to NACTE 	Examination Office
16 th -20 th September, 2020	Online submission of selected applicants to NACTE	Admission Office
21 st Sep-7 th OCT,2020	Issuing first draft of academic timetable	Academic Office
9 th October, 2020	Publication of selected and verified students for various certificate and diploma programs	Admission Office
13th OCTOBER, 2020	Academic committee meeting	Academic Committee member
15th OCTOBER, 2020	IPA Staff Meeting	All Staff
15 th – 30 th September, 2020	Uploading of Ordinary Diploma (NTA Level 6) Semester II Examination Results for 2019/2020 in the NACTE Database and Submission of necessary documents to NACTE	Examination Office
15 th – 30 th September, 2020	Uploading of Semester II Examination Results for 2019/2020 in the NACTE Database and Submission of necessary documents to NACTE	Examination Office

19 th - 30 th October, 2020	Collection of individual teachers information for updating the list of Teachers.	Quality Assurance Office.
23 rd Oct,2020	End of field attachment training for BTC and diploma	Research Department
9 th -13 th Nov, 2020	Orientation week and registration	Admission Office
9 th -13 th Nov, 2020	Supplementary and Special Examination	Examination Office
16 th Nov, 2020	Allocation of research and project supervisor	Research Department
16 th - 20 th Nov, 2020	Community Mobilization week	Registrar Office
16th November, 2020	Opening of first and second semester for Academic year 2020/2021(Basic Tech Cert, Tech cert and Ord. Dip)	Admission Office
16 th -27 th Nov, 2020	Online transfer students: <ul style="list-style-type: none"> • From one Program to another (New students) • From one Institution to another (continuing students) 	Academic Office and concerned students
16 th -27 th Nov, 2020	Registration for continuing students	Academic Office and concerned students
1 st -30 th NOV, 2020	Online Updating (Through Institutional panel) the list of Technical in NACTE Database	Admission Office
15 th Nov -15 th Dec, 2020	Online registration for students who reported	Admission Office
1 st Dec 30 th Dec, 2020	Online Updating and registration (through Institutional Panel) the list of Technical Teachers in NACTE database.	Admission Office
14 th Dec, 2020	Issuing Examination Letters	Examination Office
14 th -25 th Dec, 2020	BOA Examination	VETA
28 th Dec-3 rd Jan 2021	Mid term test	Academic Office and Tutors
11 th January, 2021	Submission of Examination Paper	Examination Office
15th January –19th February, 2021	Receiving Applications for March ,2021 intake for Academic year 2020/2021	Applicants and Admission Office
1 ^{6th} January 2021	Graduation day	Registrar Office

15 th – 20 th February, 2021	Internal Selection for Applicants from various programs	Admission Committee and Heads of Departments
18 th - 22 nd Jan, 2021	Examination Moderation	Examination Office
1 st Feb-5 th ,2021	Submission of course work	Examination Office and Tutors
08 th - 15 th Feb, 2021	Examination week for all programs	Examination Office
13 th - 19 th Feb,2021	Marking and Submission of Examination results	Examination Office and Tutors
1 ^{5th} Feb,2021	Dead line submission of Research and Projects for Diploma students	Research Department
22 nd Feb- 22 nd April, 2021	Field Attachment Training for BTC, Diploma	Research Department
23 th Feb, 2021	Department Committee Meeting	Heads of Department
24-25 th Feb,2021	Academic Committee Meeting	Academic Committee Members
21 st – 26 th February, 2021	Online submission of selected students to NACTE	Admission Office
3 rd March,2021	IPA Council Meeting	Secretary of the Council
3 rd March,2021	Issuing First Draft Timetable	Academic Office
5 th March, 2021	Publication of Examination results	Examination office
5 th March, 2021	Publication of selected students for various Certificate and Diploma programs	Admission Office
29 th -3 rd March, 2021	Orientation week	Academic Office
29 th -3 rd March, 2021	Supplementary and special examination	Examination Office
29 th -10 th March, 2021	Registration	Academic Office
15 th March - 15 th May, 2021	<ul style="list-style-type: none"> • Uploading Semester I (2020/2021) and Semester II (March Intake) Examination Results in the NACTE Database • Submission of hardcopy of the results to NACTE 	Examination Office
30 th -31 st March 2021	Preparation of First Draft Almanac	Registrar Office
1 st April, 2021	<ul style="list-style-type: none"> • Beginning of Semester II for Academic Year 2020/2021 • Beginning of Semester I for March, 2021 Intake 	Academic Office

6 th April, 2021	Academic Committee Meeting	Academic Committee Member
1 st – 15 th April, 2021	Online Transfer of students: <ul style="list-style-type: none"> • From one program to another (new students) • From one Institution to another (continuing students) 	Admission Office
1 st – 30 th April, 2021	Online registration of reported students (March, 2021 Intake)	Admission Office
15 th May - 8 th September 2021	Receiving applications for September/October, 2021 Intake for 2021/2022 academic year.	Admission Office
8 th –3 rd September, 2021	Internal Selection for Applicants from various programs	Admission Committee and Heads of Departments