

Academic Calendar Schedule

- (1) This schedule supports the Course and Subjects Policy and the Course and Subject Delivery and Management Procedure by defining the principles for preparing the academic calendar each year, as authorised by Provost and Deputy Vice-Chancellor (Academic).
- (2) The Division of Student Administration (DSA) uses the rules defined in this schedule to prepare the academic calendar by calculating the principal dates for each standard teaching period.

Teaching Periods

- (3) There are several different types of teaching periods that subjects are delivered within each year at Charles Sturt University, including:
 - a. Sessions (30, 60, 90)
 - b. Terms (15, 45, 75)
 - c. Micro-sessions (12, 32, 42, 52, 72, 82)
 - d. Year-long periods (26, 27, 56, 57, 96)
- (4) Each teaching period has its own code and clear parameters/scheduling rules that define when the 'principal dates' for each teaching period must be set each year.
- (5) 'Principal dates' are a set of official dates for each standard teaching period that form the basis of the academic calendar, and these dates are calculated for each year using the parameters outlined in this document. These principal dates include the census date, the start date, and the end date, and can also include the start and end dates of official exam periods and the official results release date for standard teaching periods.

Sessions

- (6) There are three sessions each year which are identified with a '0' at the end of their six digit teaching period (TP) code.
- (7) The parameters/scheduling rules that apply to the principal dates for each session are defined below.

Session 1 (30)

- (8) Session 1 is identified by 30 at the end of its TP code (eg: 202030) and commences on the 9th Monday of each calendar year.
- (9) Session 1 is 16 weeks long in total, inclusive of a two week mid-session break and an end of session examination period of two weeks.
- (10) The census date of Session 1 occurs on the Friday of teaching week four (except for years where there is a clash with Good Friday, in which case it moves back by 2 days to the Wednesday in teaching week four of Session 1).
- (11) The two week mid-session break takes place in weeks 7 and 8 of Session 1, and the April Residential School period takes place during this time [The mid-session break and residential school period for Session 1 may be moved to weeks 6 and 7 if the combination of Easter and/or Anzac day adversely impacts on the number of days available for the conduct of residential schools].
- (12) There is a two week examination period held in weeks 15 and 16 of Session 1, which commences on the 23rd Monday of each calendar year.
- (13) There is a three week inter-session break between Session 1 and Session 2, and the June/July Residential School period takes place during this time.
- (14) The official results release date for Session 1 is the last Friday before Session 2 commences each year.

Session 2 (60)

- (15) Session 2 is identified by 60 at the end of its TP code (eg: 202060) and commences on the 28th Monday of each calendar year.
- (16) Session 2 is 16 weeks long in total, inclusive of a two week mid-session break and an end of session examination period of two weeks.
- (17) The census date of Session 2 occurs on the Friday at the end of teaching week four.
- (18) The two week mid-session break takes place in weeks 7 and 8 of Session 2, and the June/July Residential School period takes place during this time.
- (19) There is a two week examination period held in weeks 15 and 16 of Session 2, which commences on the 42nd Monday of each calendar year.
- (20) There is a two week inter-session break between Session 2 and Session 3, and the Aug/Sep Residential School period takes place during this time.
- (21) The official results release date for Session 2 is the last Friday before Session 3 commences each year.

Session 3 (90)

- (22) Session 3 is identified by 90 at the end of its TP code (eg: 202090) and commences on the 46th Monday of each calendar year.
- (23) Session 3 is usually 13 weeks long in total, inclusive of a mid-session break and an end of session examination period of one week.
- (24) The census date of Session 3 occurs on the Friday at the end of teaching week three.
- (25) There is a one week mid-session break in Session 3 to accommodate Christmas/New Year.
- (26) The two week Jan/Feb Residential School period takes place during weeks 11 and 12 of Session 3, commencing on the 4th Monday of each calendar year.
- (27) There is a one week examination period held in week 13 of Session 3, which commences on the 6th Monday of each calendar year.
- (28) There is a two week inter-session break between Session 3 and Session 1, which commences on the 7th Monday of each calendar year.
- (29) The official results release date for Session 3 is the last Friday before Session 1 commences each year.

Terms

- (30) There are three terms each year which are identified with a '5' at the end of their six digit teaching period (TP) code.
- (31) Terms transpose the domestic calendar structure to a northern hemisphere timeline and seasonal pattern (as they were originally implemented to cater for overseas partners and were sometimes referred to as 'international' terms), and as such the chronological order these periods run in each year is Term 2 (15), then Term 3 (45), then Term 1 (75).
- (32) However, terms are no longer only related to international partners and are now used domestically (just as sessions are now used by some of our overseas partners to deliver subjects and courses each year).
- (33) The parameters/scheduling rules that apply to the principal dates for each standard term are defined below. NOTE: Partner cohorts or specialised subjects/courses may be delivered in non-standard variations of these Terms using the session variation system.

Term 2 (15)

- (34) Term 2 is identified by 15 at the end of its TP code (eg: 202015) and commences on the 2nd Monday of each calendar year.
- (35) Term 2 is 16 weeks long in total and the census date of Term 2 occurs on the Friday at the end of teaching week four.
- (36) There is a three week break between the end of Term 2 and the start of Term 3.

Term 3 (45)

- (37) Term 3 is identified by 45 at the end of its TP code (eg: 202045) and commences on the 21st Monday of each calendar year.
- (38) Term 3 is 12 weeks long in total and the census date of Term 3 occurs on the Friday at the end of teaching week three.
- (39) There is a two week break between the end of Term 3 and the start of Term 1.

Term 1 (75)

- (40) Term 1 is identified by 75 at the end of its TP code (eg: 202060) and commences on the 35th Monday of each calendar year.
- (41) Term 1 is 16 weeks long in total, and the census date of Term 1 occurs on the Friday at the end of teaching week four.
- (42) There is a three or four week break between the end of Term 1 and the start of Term 2 in January the following year (depending on whether it is a 52 or 53 long week year).

Micro-Sessions

- (43) There are six micro-sessions each year which are identified with a '2' at the end of their six digit teaching period (TP) code.
- (44) The parameters/scheduling rules that apply to the principal dates for each session are defined below:
 - a. **Micro-session 1 (12)** commences on the Sunday before the 2nd Monday of each calendar year and runs for 8 weeks, with a census date on the Friday at the end of teaching week three.
 - b. **Micro-session 2 (32)** commences on the 10th Monday of each calendar year and runs for 8 weeks, with a census date on the Friday at the end of teaching week three.
 - c. **Micro-session 3 (42)** commences on the 18th Monday of each calendar year and runs for 8 weeks, with a census date on the Friday at the end of teaching week three.
 - d. **Micro-session 4 (52)** commences on the 26th Monday of each calendar year and runs for 8 weeks, with a census date on the Friday at the end of teaching week three.

- e. **Micro-session 5 (72)** commences on the 34th Monday of each calendar year and runs for 8 weeks, with a census date on the Friday at the end of teaching week three.
- f. **Micro-session 6 (82)** commences on the 42nd Monday of each calendar year and runs for 8 weeks, with a census date on the Friday at the end of teaching week three.

Year-long periods

(45) There are five year-long periods each year which are identified with a '6' or '7' at the end of their six digit teaching period (TP) code.

(46) The parameters/scheduling rules that apply to the principal dates for each session are defined below:

- a. **Year-long period 1 (26)** commences on the 8th Monday of each calendar year and runs for 40 weeks, with the same census date as the Micro-session 3 (TP Code 42) census date, which is calculated via the rules defined above.
- b. **Year-long period 2 (27)** commences on the weekend before the 9th Monday of each calendar year and runs for 50 weeks, with the same census date as the Micro-session 3 (TP Code 42) census date, calculated via the rules defined above.
- c. **Year-long period 3 (56)** commences on the weekend before the 28th Monday of each calendar year and runs for 31 weeks, with the same census date as the Micro-session 5 (TP Code 72) census date, which is calculated via the rules defined above.
- d. **Year-long period 4 (57)** commences on the weekend before the 28th Monday of each calendar year and runs for 49 weeks, with the same census date as the Term 1 (TP Code 75) census date, calculated via the rules defined above.
- e. **Year-long period 5 (96)** commences on the Tuesday after the 46th Monday of each calendar year and runs for 50 weeks, with the same census date as the Term 2 (TP Code 15) census date, calculated via the rules defined above.

Document history

Approval date	Resolution or delegation	Nature of Amendment
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