

Notes

The chart (on page 2 of this document) is an illustration of the 2023/24 academic year as agreed by Senate on 13 September 2023.

1. The dates for the main Revision & Assessment periods are as shown on the academic year chart.
2. Award ceremony dates are to be confirmed.
3. Bank holiday dates are shown in their normal, expected slots, but may not be definitive.
4. University holiday dates are shown in their normal configurations around bank holidays, but may not be definitive.
5. The dissertation period is a period of time specific to postgraduate taught masters programmes, in which students complete their masters dissertation. It usually begins at the end of Semester 2 and continues over the summer period.

iTrent in-semester annual leave for staff in academic grades

When staff in the academic grades (i.e. from Lecturer through to Professor) request annual leave they will need to select whether their requested leave is in an in-semester or out-of-semester period. This determines if authorisation is required (it is required for leave during the in-semester period but not during the out-of-semester period).

The in-semester period is defined as the periods shown in the chart above with a white background - i.e. those marked with S (Study days), R/A and [A] days (Revision and assessment days), and W (Welcome days for new students). Therefore when staff in the academic grades request annual leave falling within any of these dates they should always select the in-semester option.

Leave can be booked via [Employee Self-Service](#).

Key to the academic year chart for 2023/24

S	Study days
V	Christmas/Easter vacation weekdays other than University holidays
ISB	Inter-semester break
R	Revision days
A	Assessment days
R/A	Revision/Assessment days, to be used for assessments if needed: disposition subject to further consultation
[A]	Assessment days, if needed
V/SA	Supplementary assessments in vacation period
[V/SA]	Supplementary assessments in vacation period, if needed
AR	Arrival days (undergraduate and taught postgraduate new arrivals will be told when to arrive on these days)
W	Welcome days for new students
ES	Easter Sunday
PH	Public holiday
UH	University holiday
.	Other summer vacation weekdays and weekend days
:	Other weekend days (Christmas/Easter/Inter-semester break vacations)
-	Other weekend days (semester weeks)
*	Timing of supplementary assessment period subject to consultation

Academic year chart 2023/24

Week No.	Week commencing	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Research Activity	Taught Activity	Vacation Periods
45	7 Aug 23		Dissertation period	Summer vacation
46	14 Aug 23	V/SA	V/SA	V/SA	V/SA	V/SA	[V/SA]	.		Dissertation period	Summer vacation
47	21 Aug 23	V/SA	V/SA	V/SA	V/SA	V/SA	.	.		Dissertation period	Summer vacation
48	28 Aug 23	PH	UH		Dissertation period	Summer vacation
49	4 Sep 23	Research Focus Wk	Dissertation period	Summer vacation
50	11 Sep 23		Dissertation period	Summer vacation
51	18 Sep 23	AR	AR	.		Dissertation period	Summer vacation
52	25 Sep 23	W	W	W	W	W	W	W		Welcome week	Summer vacation
1	2 Oct 23	S	S	S	S	S	-	-		Semester 1: Study	
2	9 Oct 23	S	S	S	S	S	-	-		Semester 1: Study	
3	16 Oct 23	S	S	S	S	S	-	-		Semester 1: Study	
4	23 Oct 23	S	S	S	S	S	-	-		Semester 1: Study	
5	30 Oct 23	S	S	S	S	S	-	-		Semester 1: Study	
6	6 Nov 23	S	S	S	S	S	-	-		Semester 1: Study	
7	13 Nov 23	S	S	S	S	S	-	-		Semester 1: Study	
8	20 Nov 23	S	S	S	S	S	-	-		Semester 1: Study	
9	27 Nov 23	S	S	S	S	S	-	-		Semester 1: Study	
10	4 Dec 23	S	S	S	S	S	-	-		Semester 1: Study	
11	11 Dec 23	S	S	S	S	S	-	-		Semester 1: Study	
12	18 Dec 23	V	V	V	V	UH	:	:			Christmas vacation
13	25 Dec 23	PH	PH	UH	UH	UH	:	:			Christmas vacation
14	1 Jan 24	PH	V	V	V	V	:	:			Christmas vacation
15	8 Jan 24	R	R	R	R/A	R/A	[A]	-	Research Focus Wk	Assessment period	
16	15 Jan 24	A	A	A	A	A	[A]	-		Assessment period	
17	22 Jan 24	A	A	A	A	A	[A]	:		Assessment period	
18	29 Jan 24	ISB	ISB	ISB	ISB	ISB	:	:			Inter-semester break
19	5 Feb 24	S	S	S	S	S	-	-		Semester 2: Study	
20	12 Feb 24	S	S	S	S	S	-	-		Semester 2: Study	
21	19 Feb 24	S	S	S	S	S	-	-		Semester 2: Study	
22	26 Feb 24	S	S	S	S	S	-	-		Semester 2: Study	
23	4 Mar 24	S	S	S	S	S	-	-		Semester 2: Study	
24	11 Mar 24	S	S	S	S	S	-	-		Semester 2: Study	
25	18 Mar 24	S	S	S	S	S	-	-		Semester 2: Study	
26	25 Mar 24	S	S	S	S	PH	:	ES		Semester 2: Study	
27	1 Apr 24	PH	UH	V	V	V	:	:			Easter vacation
28	8 Apr 24	V	V	V	V	V	:	:			Easter vacation
29	15 Apr 24	S	S	S	S	S	-	-		Semester 2: Study	
30	22 Apr 24	S	S	S	S	S	-	-		Semester 2: Study	
31	29 Apr 24	S	S	S	S	S	-	-		Semester 2: Study	
32	6 May 24	PH	R	R	R/A	R/A	[A]	-		Assessment period	
33	13 May 24	A	A	A	A	A	[A]	-	Research Focus Wk	Assessment period	
34	20 May 24	A	A	A	A	A	[A]	-		Assessment period	
35	27 May 24	PH	A	A	A	A	.	.		Assessment period	
36	3 Jun 24		Dissertation period	Summer vacation
37	10 Jun 24		Dissertation period	Summer vacation
38	17 Jun 24		Dissertation period	Summer vacation
39	24 Jun 24		Dissertation period	Summer vacation
40	1 Jul 24		Dissertation period	Summer vacation
41	8 Jul 24		Dissertation period	Summer vacation
42	15 Jul 24		Dissertation period	Summer vacation
43	22 Jul 24		Dissertation period	Summer vacation
44	29 Jul 24		Dissertation period	Summer vacation
45	5 Aug 24		Dissertation period	Summer vacation
46	12 Aug 24	V/SA	V/SA	V/SA	V/SA	V/SA	[V/SA]	.		Dissertation period	Summer vacation
47	19 Aug 24	V/SA	V/SA	V/SA	V/SA	V/SA	.	.		Dissertation period	Summer vacation
48	26 Aug 24	PH	UH		Dissertation period	Summer vacation