

TANZANIA CORRECTIONAL TRAINING  
ACADEMY (TCTA)



**ALMANAC**  
FOR THE ACADEMIC YEAR  
**2023/2024**



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# **TANZANIA CORRECTIONAL TRAINING ACADEMY**

## **ALMANAC FOR THE YEAR 2023/2024**

### **ABBREVIATION / ACRONYMS**

<b>AD</b>	=	<b>Academic Dean</b>
<b>CA</b>	=	<b>Continuous Assessment</b>
<b>CO</b>	=	Commandant
<b>DC (ARC)</b>	=	Deputy Commandant (Academic Research and Consultancy)
<b>DC (PFA)</b>	=	Deputy Commandant (Planning Finance and Administration)
<b>DS</b>	=	Dean of Students
<b>EXAM</b>	=	Examination
<b>SE</b>	=	Semester Examination
<b>TCTA</b>	=	Tanzania Correctional Training Academy
<b>TCTASO</b>	=	Tanzania Correctional Training Academy Student Organization

<b>TCTA FIRST SEMESTER ACADEMIC YEAR (2023/2024)</b>		
<b>OCTOBER Semester I Week 1 (2023/2024)</b>		
<b>DAY</b>	<b>DATE</b>	<b>OCCASION</b>
<b>Monday</b>	16	<b>Registration and orientation</b>
<b>Tuesday</b>	17	TCTA Academic Staff Meeting with DC (ARC)
<b>Wednesday</b>	18	
<b>Thursday</b>	19	
<b>Friday</b>	20	
<b>Saturday</b>	21	
<b>Sunday</b>	22	
<b>OCTOBER Semester I Week 2 (2023/2024)</b>		
<b>Monday</b>	23	Lectures Begins.
<b>Tuesday</b>	24	
<b>Wednesday</b>	25	
<b>Thursday</b>	26	Library Committee meeting
<b>Friday</b>	27	TCTA Staff Meeting
<b>Saturday</b>	28	
<b>Sunday</b>	29	
<b>OCTOBER/NOVEMBER Semester I Week 3 (2023/2024)</b>		
<b>Monday</b>	30	Lecture continues
<b>Tuesday</b>	31	
<b>Wednesday</b>	1	
<b>Thursday</b>	2	
<b>Friday</b>	3	TCTA Commandant -meeting with students
<b>Saturday</b>	4	
<b>Sunday</b>	5	
<b>NOVEMBER Semester I Week 4 (2023/2024)</b>		
<b>Monday</b>	6	Lecture continue
<b>Tuesday</b>	7	
<b>Wednesday</b>	8	
<b>Thursday</b>	9	
<b>Friday</b>	10	
<b>Saturday</b>	11	
<b>Sunday</b>	12	
<b>NOVEMBER Semester I Week 5 (2023/2024)</b>		
<b>Monday</b>	13	Lecture continue
<b>Tuesday</b>	14	

<b>Wednesday</b>	<b>15</b>	
<b>Thursday</b>	16	
<b>Friday</b>	17	Dean of Student Meeting with TCTASO leaders
<b>Saturday</b>	18	
<b>Sunday</b>	19	
<b>NOVEMBER</b>		
<b>Semester I Week 6 (2023/2024)</b>		
<b>Monday</b>	20	Lecture continue and test one
<b>Tuesday</b>	21	
<b>Wednesday</b>	22	
<b>Thursdays</b>	23	
<b>Friday</b>	24	TCTA Management meeting
<b>Saturday</b>	25	
<b>Sunday</b>	26	
<b>NOVEMBER / DECEMBER</b>		
<b>Semester I Week 7 (2023/2024)</b>		
<b>Monday</b>	27	Lecture continue
<b>Tuesday</b>	28	
<b>Wednesday</b>	29	
<b>Thursday</b>	30	TCTA Staff Meeting
<b>Friday</b>	01	<b>Graduation ceremony for CS graduate</b>
<b>Saturday</b>	02	
<b>Sunday</b>	03	
<b>DECEMBER</b>		
<b>Semester I Week 8 (2023/2024)</b>		
<b>Monday</b>	04	Lecture continue
<b>Tuesday</b>	05	
<b>Wednesday</b>	06	
<b>Thursday</b>	07	
<b>Friday</b>	08	<b>TCTA Academic Staff Committee Meeting</b>
<b>Saturday</b>	09	<b>TANGANYIKA INDEPENDENCY DAY</b>
<b>Sunday</b>	10	
<b>DECEMBER</b>		
<b>Semester I Week 9 (2023/2024)</b>		
<b>Monday</b>	11	Lecture continue
<b>Tuesday</b>	12	
<b>Wednesday</b>	13	
<b>Thursday</b>	14	

<b>Friday</b>	15	Passing out for GO's and Adv students
<b>Saturday</b>	16	
<b>Sunday</b>	17	
<b>DECEMBER</b> <b>Semester I Week 10 (2023/2024)</b>		
<b>Monday</b>	18	Lecture continue
<b>Tuesday</b>	19	
<b>Wednesday</b>	20	
<b>Thursday</b>	21	
<b>Friday</b>	22	TCTASO Meeting with academic Dean.
<b>Saturday</b>	23	
<b>Sunday</b>	24	
<b>DECEMBER</b> <b>Semester I Week 11 (2023/2024)</b>		
<b>Monday</b>	25	<b>CHRISTMASS DAY/Submission of proposed questions for semester one exams by tutors to exams officer</b>
<b>Tuesday</b>	26	BOXING DAY
<b>Wednesday</b>	27	Lecture continue
<b>Thursday</b>	28	<b>TCTA academic staff meeting</b>
<b>Friday</b>	29	TCTA Staff Meeting.
<b>Saturday</b>	30	
<b>Sunday</b>	31	
<b>DECEMBER / JANUARY</b> <b>Semester I Week 12 (2023/2024)</b>		
<b>Monday</b>	01	<b>NEW YEAR DAY</b>
<b>Tuesday</b>	02	<b>TEST TWO</b>
<b>Wednesday</b>	03	
<b>Thursday</b>	04	
<b>Friday</b>	05	Heads of Department Meeting
<b>Saturday</b>	06	
<b>Sunday</b>	07	
<b>JANUARY</b> <b>Semester I Week 13 (2023/2024)</b>		
<b>Monday</b>	08	
<b>Tuesday</b>	09	
<b>Wednesday</b>	10	
<b>Thursday</b>	11	

<b>Friday</b>	<b>12</b>	
<b>Saturday</b>	<b>13</b>	
<b>Sunday</b>	<b>14</b>	<b>ZANZAIBAR ROVOLUTION</b>
<b>JANUARY</b> <b>Semester I Week 14 (2023/2024)</b>		
<b>Monday</b>	15	Lecture continue
<b>Tuesday</b>	16	
<b>Wednesday</b>	17	
<b>Thursday</b>	18	
<b>Friday</b>	19	
<b>Saturday</b>	20	
<b>Sunday</b>	21	
<b>JANUARY</b> <b>Semester I Week 15 (2023/2024)</b>		
<b>Monday</b>	22	Lecture continue
<b>Tuesday</b>	23	Moderation of Examination
<b>Wednesday</b>	24	
<b>Thursday</b>	25	Submission of CA by Tutors to Examination Officer
<b>Friday</b>	26	End of Lectures
<b>Saturday</b>	27	
<b>Sunday</b>	28	
<b>JANUARY / FEBRUARY</b> <b>Semester I Week 16 (2023/2024)</b>		
<b>Monday</b>	29	Preparation for Examination begins
<b>Tuesday</b>	30	
<b>Wednesday</b>	31	
<b>Thursdays</b>	01	TCTA Staff Meeting
<b>Friday</b>	02	Preparation for Examination ends
<b>Saturday</b>	03	
<b>Sunday</b>	04	
<b>FEBRUARY</b> <b>Semester I Week 17 (2023/2024)</b>		
<b>Monday</b>	05	Semester 1 Examination begins
<b>Tuesday</b>	06	
<b>Wednesday</b>	07	
<b>Thursday</b>	08	
<b>Friday</b>	09	Semester 1 Examination ends
<b>Saturday</b>	10	
<b>Sunday</b>	11	
<b>FEBRUARY</b> <b>Semester I Week 18 (2023/2024)</b>		
<b>Monday</b>	12	Marking Exams by the internal Examiners begins/Field Practical begins
<b>Tuesday</b>	13	
<b>Wednesday</b>	14	
<b>Thursday</b>	15	

<b>Friday</b>	16	Internal Marking ends
<b>Saturday</b>	17	
<b>Sunday</b>	18	
<b>FEBRUARY</b>		
<b>Semester I Week 19 (2023/2024)</b>		
<b>Monday</b>	19	Marking Exams by the External Examiners begins/ Field continues
<b>Tuesday</b>	20	
<b>Wednesday</b>	21	
<b>Thursday</b>	22	
<b>Friday</b>	23	External Examiner Marking ends/End of field.
<b>Saturday</b>	24	
<b>Sunday</b>	25	
<b>FEBRUARY / MARCH</b>		
<b>Semester I Week 20 (2023/2024)</b>		
<b>Monday</b>	26	Compilation of marks/ Vacation begins
<b>Tuesday</b>	27	Provisionally approval of exam results by the TCTA academy committee
<b>Wednesday</b>	28	
<b>Thursday</b>	29	
<b>Friday</b>	30	<b>Provisional approval of examination results by TCTA Academic and staff committee meeting</b>
<b>Saturday</b>	31	
<b>Sunday</b>	01	
<b>MARCH</b>		
<b>Semester I Week 21 (2023/2024)</b>		
<b>Monday</b>	02	<b>Lecture continues</b>
<b>Tuesday</b>	03	Academic Committee Meeting
<b>Wednesday</b>	04	
<b>Thursday</b>	05	
<b>Friday</b>	06	<b>End of Vacation/</b> Approval of exam. Results by the academic and students welfare committee
<b>Saturday</b>	07	
<b>Sunday</b>	08	
<b>MARCH</b>		
<b>Semester I Week 22 (2023/2024)</b>		
<b>Monday</b>	09	
<b>Tuesday</b>	10	
<b>Wednesday</b>	11	
<b>Thursday</b>	12	Approval of first 9SE) Exam. Results by the TCTA Board and release of examinations results.
<b>Friday</b>	13	
<b>Saturday</b>	14	
<b>Sunday</b>	15	Arrival and Registration For Semester 11
<b>SECOND SEMESTER 2023/2024</b>		
<b>MARCH</b>		
<b>Semester II Week 1 (2023/2024)</b>		
<b>Monday</b>	16	Lecture begins

<b>Tuesday</b>	17	
<b>Wednesday</b>	18	
<b>Thursday</b>	19	
<b>Friday</b>	20	TCTA Academic Staff Meeting
<b>Saturday</b>	21	
<b>Sunday</b>	22	
<b>MARCH</b> <b>Semester II Week 2 (2023/2024)</b>		
<b>Monday</b>	23	Lecture continue
<b>Tuesday</b>	24	
<b>Wednesday</b>	25	
<b>Thursday</b>	26	
<b>Friday</b>	27	TCTA Staff Meeting
<b>Saturday</b>	28	
<b>Sunday</b>	29	
<b>MARCH / APRIL</b> <b>Semester II Week 3 (2023/2024)</b>		
<b>Monday</b>	30	Lecture continue
<b>Tuesday</b>	31	
<b>Wednesday</b>	01	
<b>Thursday</b>	02	Heads of Departments meeting
<b>Friday</b>	03	TCTASO Meeting
<b>Saturday</b>	04	
<b>Sunday</b>	05	
<b>APRIL</b> <b>Semester II Week 4 (2023/2024)</b>		
<b>Monday</b>	06	Lecture continue
<b>Tuesday</b>	07	
<b>Wednesday</b>	08	
<b>Thursday</b>	09	
<b>Friday</b>	10	TCTA Management Meeting
<b>Saturday</b>	11	
<b>Sunday</b>	12	
<b>APRIL</b> <b>Semester II Week 5 (2023/2024)</b>		
<b>Monday</b>	13	Lecture continue
<b>Tuesday</b>	14	
<b>Wednesday</b>	15	
<b>Thursday</b>	16	
<b>Friday</b>	17	Planning and Investment Committee meeting
<b>Saturday</b>	18	
<b>Sunday</b>	19	
<b>APRIL</b> <b>Semester II Week 6 (2023/2024)</b>		
<b>Monday</b>	20	Lecture continue
<b>Tuesday</b>	21	
<b>Wednesday</b>	22	



<b>Thursday</b>	23	
<b>Friday</b>	24	TCTA Management Meeting
<b>Saturday</b>	25	
<b>Sunday</b>	26	<b>UNION DAY</b>
<b>APRIL / MAY</b> <b>Semester II Week 7 (2023/2024)</b>		
<b>Monday</b>	27	TEST ONE
<b>Tuesday</b>	28	
<b>Wednesday</b>	29	
<b>Thursday</b>	30	TCTA Staff meeting
<b>Friday</b>	01	MAY DAY (WORKER'S DAY)
<b>Saturday</b>	02	
<b>Sunday</b>	03	
<b>MAY</b> <b>Semester II Week 8 (2023/2024)</b>		
<b>Monday</b>	04	Lecture continue
<b>Tuesday</b>	05	
<b>Wednesday</b>	06	
<b>Thursday</b>	07	
<b>Friday</b>	08	KARUME DAY
<b>Saturday</b>	09	
<b>Sunday</b>	10	
<b>MAY</b> <b>Semester II Week 9 (2023/2024)</b>		
<b>Monday</b>	11	Lecture continue
<b>Tuesday</b>	12	
<b>Wednesday</b>	13	
<b>Thursday</b>	14	
<b>Friday</b>	15	TCTA Management Meeting
<b>Saturday</b>	16	
<b>Sunday</b>	17	
<b>MAY</b> <b>Semester II Week 10 (2023/2024)</b>		
<b>Monday</b>	18	Lecture continue
<b>Tuesday</b>	19	
<b>Wednesday</b>	20	
<b>Thursday</b>	21	
<b>Friday</b>	22	Planning and Investment committee meeting
<b>Saturday</b>	23	
<b>Sunday</b>	24	
<b>MAY</b> <b>Semester II Week 11 (2023/2024)</b>		
<b>Monday</b>	25	Lecture continue
<b>Tuesday</b>	26	
<b>Wednesday</b>	27	

<b>Thursday</b>	28	
<b>Friday</b>	29	
<b>Saturday</b>	30	
<b>Sunday</b>	31	
<b>JUNE</b> <b>Semester II Week 12 (2023/2024)</b>		
<b>Monday</b>	01	<b>TEST TWO</b>
<b>Tuesday</b>	02	
<b>Wednesday</b>	03	
<b>Thursday</b>	04	
<b>Friday</b>	05	<b>Think Tank Committee</b>
<b>Saturday</b>	06	
<b>Sunday</b>	07	
<b>JUNE</b> <b>Semester II Week 13 (2023/2024)</b>		
<b>Monday</b>	08	Lecture continue
<b>Tuesday</b>	09	
<b>Wednesday</b>	10	Academic Dean Meeting with TCTASO
<b>Thursday</b>	11	
<b>Friday</b>	12	
<b>Saturday</b>	13	
<b>Sunday</b>	14	
<b>JUNE</b> <b>Semester II Week 14 (2023/2024)</b>		
<b>Monday</b>	15	Lecture continue
<b>Tuesday</b>	16	
<b>Wednesday</b>	17	
<b>Tuesday</b>	18	
<b>Friday</b>	19	
<b>Saturday</b>	20	
<b>Sunday</b>	21	
<b>JUNE</b> <b>Semester II Week 15 (2023/2024)</b>		
<b>Monday</b>	22	Lecture continue
<b>Tuesday</b>	23	
<b>Wednesday</b>	24	
<b>Thursday</b>	25	
<b>Friday</b>	26	End Of Lectures
<b>Saturday</b>	27	
<b>Sunday</b>	28	
<b>JUNE / JULY</b> <b>Semester II Week 16 (2023/2024)</b>		
<b>Monday</b>	29	PREPARATION FOR SEMESTER EXAM.
<b>Tuesday</b>	30	
<b>Wednesday</b>	01	

<b>Thursday</b>	02	
<b>Friday</b>	03	PREPARATION FOR SEMESTER EXAM. ENDS
<b>Saturday</b>	04	
<b>Sunday</b>	05	
<b>JULY</b> <b>Semester II Week 17 (2023/2024)</b>		
<b>Monday</b>	06	Semester II Examinations begins
<b>Tuesday</b>	07	
<b>Wednesday</b>	08	
<b>Thursday</b>	09	
<b>Friday</b>	10	Semester II Examinations ends
<b>Saturday</b>	11	
<b>Sunday</b>	12	
<b>JULY</b> <b>Semester II Week 18 (2023/2024)</b>		
<b>Monday</b>	13	Internal Examiner Marking begins
<b>Tuesday</b>	14	
<b>Wednesday</b>	15	
<b>Thursday</b>	16	
<b>Friday</b>	17	Internal Examiner Marking Ends
<b>Saturday</b>	18	
<b>Sunday</b>	19	
<b>JULY</b> <b>Semester II Week 19 (2023/2024)</b>		
<b>Monday</b>	20	External Examiner Marking begins
<b>Tuesday</b>	21	
<b>Wednesday</b>	22	
<b>Thursday</b>	23	
<b>Friday</b>	24	External Examiner Marking Ends
<b>Saturday</b>	25	
<b>Sunday</b>	26	
<b>JULY / AUGUST</b> <b>Semester II Week 20 (2023/2024)</b>		
<b>Monday</b>	28	Compilation of Marks
<b>Tuesday</b>	29	
<b>Wednesday</b>	30	
<b>Thursday</b>	31	
<b>Friday</b>	01	TCTA Academic Staff Committee Meeting
<b>Saturday</b>	02	
<b>Sunday</b>	03	
<b>AUGUST</b> <b>Semester II Week 21 (2023/2024)</b>		
<b>Monday</b>	04	
<b>Tuesday</b>	05	
<b>Wednesday</b>	06	
<b>Thursday</b>	07	TCTA Academic and Student Welfare Committee of the Board Meeting

<b>Friday</b>	08	TCTA Staff Meeting
<b>Saturday</b>	09	
<b>Sunday</b>	10	
<b>AUGUST</b> <b>Semester II Week 22 (2023/2024)</b>		
<b>Monday</b>	11	TCTA Planning and Investment Committee of the Board Meeting
<b>Tuesday</b>	12	
<b>Wednesday</b>	13	
<b>Thursday</b>	14	
<b>Friday</b>	15	
<b>Saturday</b>	16	
<b>Sunday</b>	17	
<b>AUGUST</b> <b>Semester II Week 23 (2023/2024)</b>		
<b>Monday</b>	18	Supplementary/Special Examination preparation begins
<b>Tuesday</b>	19	
<b>Wednesday</b>	20	
<b>Thursday</b>	21	
<b>Friday</b>	22	Supplementary/Special Examination preparation ends
<b>Saturday</b>	23	
<b>Sunday</b>	24	
<b>SEPTEMBER</b> <b>Semester II Week 24 (2023/2024)</b>		
<b>Monday</b>	22	Disciplinary Committee Meeting
<b>Tuesday</b>	23	
<b>Wednesday</b>	24	
<b>Thursday</b>	25	REHEARSAL
<b>Friday</b>	26	PASS OUT
<b>Saturday</b>	27	
<b>Sunday</b>	28	
<b>SEPTEMBER</b> <b>Semester I Week 2 (2023/2024)</b>		
<b>Monday</b>	01	Lecture begins
<b>Tuesday</b>	02	
<b>Wednesday</b>	03	
<b>Thursday</b>	04	
<b>Friday</b>	05	
<b>Saturday</b>	06	
<b>Sunday</b>	07	
<b>SEPTEMBER</b> <b>Semester I Week 3 (2023/2024)</b>		
<b>Monday</b>	08	
<b>Tuesday</b>	09	
<b>Wednesday</b>	10	Academic Committee Meeting
<b>Thursday</b>	11	TCTA's Staff meeting

<b>Friday</b>	12	
<b>Saturday</b>	13	
<b>Sunday</b>	14	
<b>SEPTEMBER</b>		
<b>Semester I Week 4 (2023/2024)</b>		
<b>Monday</b>	15	
<b>Tuesday</b>	16	
<b>Wednesday</b>	17	
<b>Thursday</b>	18	
<b>Friday</b>	19	Head of Sections Meeting
<b>Saturday</b>	20	
<b>Sunday</b>	21	

NB: The Academy reserves the right to make changes on the information displayed in this Almanac any time without notice.