

**SENATE**                      **20 February 2019**

FROM:                         Registrar

**Proposed Term Dates 2020/21**

**Purpose and Recommendation(s)**

The proposed University Academic Calendar for 2020/21 is presented. Senate is asked to APPROVE the proposed term dates for 2020/21.

**Paper history**

Senate confirmed 2019/20 dates at its meeting of July 2018 ([SEN/7004](#), [Minute 7056](#) refers). This is the first consideration of the dates for 2020/21 at this meeting. The dates have been sent to the Deputy Deans, the College Education Managers, Brunel Language Centre, Compliance, Commercial Services & LBIC for consideration, prior to this meeting.

**Background and summary**

The University requires term dates to be published in advance of each academic year to inform applicants and current students as well as staff.

Term dates

The formal University term dates for 2020/21 for publication are:

<b>Term</b>	<b>From (inclusive)</b>	<b>To (inclusive)</b>	<b>No. of weeks *</b>
1 Autumn Term:	PGT 14 September 2020	18 December 2020	14
	UG 21 September 2020	18 December 2020	13
2 Spring Term:	All 11 January 2021	26 March 2021	12
3 Summer Term:	All 19 April 2021	2 July 2021	10
4	All 5 July 2021	17 September 2021	11

\* *excluding vacations*

Enrolment

Induction, Registration, and Enrolment week will be 14 September 2020 to 18 September 2020. Senate is reminded that at its meeting of November 2018, it was approved that teaching for postgraduate students would commence during Induction week ([SEN/7042](#), [Minute 7104](#) [Reserved Business] refers), hence the differentiated terms dates noted above. In addition, the revised PGT dissertation hand in date is the Tuesday of week 0 of the following Academic Year, so in this case is Tuesday 14<sup>th</sup> September 2021.

University closures

	<b>From (inclusive)</b>	<b>To (inclusive)</b>
Christmas break:	Friday 25 December 2020	Friday 1 January 2021
Easter break:	Wednesday 31 March 2021	Tuesday 6 April 2021

Dates to be notified to external bodies

The dates to be notified to the Student Loans Company for the 30 week study and assessment period for which student maintenance and fee loans are provided to eligible students (September start), and following current SLC guidelines are:

<b>Term</b>	<b>From (inclusive)</b>	<b>To (inclusive)</b>
1 Autumn Term:	PGT 14 September 2020	18 December 2020
	UG 21 September 2020	18 December 2020
2 Spring Term:	All 11 January 2021	26 March 2021

3 Summer Term:	UG	19 April 2021	4 June 2021
	PGT	19 April 2021	31 August 2021

Term dates to be notified to the SLC for postgraduate research students are not shown here as they are dependent on the student's start date, where postgraduate research students are recruited throughout an academic year.

The 52-week programme length to be notified to the UKVI for full-time taught postgraduate students requiring a Tier 4 visa is as follows:

Start date:	14 September 2020
End date:	17 September 2021

### Future academic years

At its meeting of July 2018, Senate noted that it was proposed that the structure of the academic year underwent a review, and that these proposals would be brought to Executive Board and Senate for discussion in due course ([SEN/7004](#), [Minute 7056](#) refers). It has not been possible to conduct that review in time for the requirement for term dates to be published. It is also suggested that greater priority should be given to the review of the programme structure and modules in the first instance. It is anticipated that this review will still go ahead at some point.

### **Issues and options considered**

In addition to the above, the schedule of payment due dates and direct debit collections dates has been considered. Finance had previously confirmed that those dates were not set until the January of the preceding academic year (i.e. January 2020 for 2020/1) and were only an issue if term dates were changed following approval.

As noted above, alignment with contract lengths for accommodation has now been addressed, as was noted at the November 2018 meeting of Senate, where it was agreed to pilot setting accommodation contracts for PGT students on the Monday of Welcome Week (week 0), with the dissertation hand-in date being the Tuesday of Welcome Week (week 0) the following year, and the contract end date being the Wednesday of the Welcome Week. This would allow students to hand in their dissertation and then vacate their rooms the following day. This pilot would run for 2019/20 and 2020/21.

In addition, periods during the year when Tier 4 students may and may not work full-time, and how this is notified to the UKVI have been considered. Details are confirmed in the University's Rights to Work for Students and Clarification on Term Time document, which can be found on the Student Centre intranet.

### **Linkage to Brunel 2030<sup>1</sup>**

In support of the goals within the University 2030 vision, in particular:

Education and student experience

Our university community

Our campus and local community

### **Financial implications**

None directly.

### **Risk assessment/management**

Publication of the academic calendar mitigates the risk of misinformation to students with consequent recruitment, student satisfaction and contract risks.

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<sup>1</sup> Relevant statements within any of the five goals

Following the change in accommodation contract lengths, as noted above, it is worth noting that academics who are scheduled for PGT teaching activities during that week may also be scheduled for UG induction activities.

Approving term dates for the academic year after next should be done no later than this point in the current year, to mitigate the impact on admissions and student loans. Failure to meet this deadline results in offer letters for deferred entry having to be revisited and reissued for confirming the start and end dates of the relevant programme, which would otherwise be left blank. The Student Loans Company require institutions to confirm term dates for the duration of a programme. Up to 2017/8, term dates had only applied to undergraduate programmes. However, with the recent introduction of postgraduate loans, any postgraduate programme starting from 2018/9 has had to include term dates, the details of which normally have to be confirmed by no later than May. For postgraduate programmes starting in January, all relevant term dates span two academic years. In the absence of confirmed dates for the next academic year plus one, an educated guess would otherwise have to be made when entering course details on the SLC's course management service. As with offer letters, once approved, these dates would otherwise have to be amended.

### **Equality Impact assessment**

Calendar and term dates apply to all students and staff.

### **Who has been consulted**

Colleges (via Deputy Deans and College Education Managers), Brunel Language Centre, LBIC, Finance, Commercial Services, Student Accommodation, UKVI Compliance, Business Support, CMSR (Admissions), Timetabling and Awarding.

### **Attachments**

Proposed term dates for 2020/21

### **References/further information**

N/A

### **Person to contact for further information or to discuss the matter before the meeting**

Jilly Court, Registrar and Director of Governance, Legal, Academic and Student Services

*AL for JC/Jan-19  
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### APPROVED Week Numbers 2020/21

	Week No	Monday	to	Friday	M	T	W	Th	F
<b>T4 / T1</b>	<b>0</b>	14/09/2020	to	18/09/2020	<b>T1 PGT begins</b>	<b>Enrolment for new academic year</b>			<b>T4 ends</b>
<b>TERM 1 (Autumn)</b>	<b>1</b>	21/09/2020	to	25/09/2020	<b>T1 UG begins</b>				
	<b>2</b>	28/09/2020	to	02/10/2020					
	<b>3</b>	05/10/2020	to	09/10/2020					
	<b>4</b>	12/10/2020	to	16/10/2020					
	<b>5</b>	19/10/2020	to	23/10/2020					
	<b>6</b>	26/10/2020	to	30/10/2020	<b>PGT Boards</b>				
	<b>7</b>	02/11/2020	to	06/11/2020	<i>SITS and eVision unavailable</i>			<b>PGT Boards</b>	
	<b>8</b>	09/11/2020	to	13/11/2020	<b>PGT Boards</b>				
	<b>9</b>	16/11/2020	to	20/11/2020					
	<b>10</b>	23/11/2020	to	27/11/2020					
	<b>11</b>	30/11/2020	to	04/12/2020					
	<b>12</b>	07/12/2020	to	11/12/2020					
	<b>VAC</b>	<b>13</b>	14/12/2020	to	18/12/2020	<b>Winter Examinations / Winter Graduation</b>			
<b>14</b>		21/12/2020	to	25/12/2020					<b>C</b>
<b>15</b>		28/12/2020	to	01/01/2021	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>	<b>C</b>
<b>TERM 2 (Spring)</b>	<b>16</b>	04/01/2021	to	08/01/2021					
	<b>17</b>	11/01/2021	to	15/01/2021	<b>T2 begins / Winter examinations</b>				
	<b>18</b>	18/01/2021	to	22/01/2021					
	<b>19</b>	25/01/2021	to	29/01/2021					
	<b>20</b>	01/02/2021	to	05/02/2021					
	<b>21</b>	08/02/2021	to	12/02/2021					
	<b>22</b>	15/02/2021	to	19/02/2021					
	<b>23</b>	22/02/2021	to	26/02/2021					
	<b>24</b>	01/03/2021	to	05/03/2021	<i>SITS and eVision unavailable</i>				
	<b>25</b>	08/03/2021	to	12/03/2021					
<b>VAC</b>	<b>26</b>	15/03/2021	to	19/03/2021					
	<b>27</b>	22/03/2021	to	26/03/2021					<b>T2 ends</b>
	<b>28</b>	29/03/2021	to	02/04/2021			<b>C</b>	<b>C</b>	<b>C</b>
<b>TERM 3 (Summer)</b>	<b>29</b>	05/04/2021	to	09/04/2021	<b>C</b>	<b>C</b>			
	<b>30</b>	12/04/2021	to	16/04/2021					
	<b>31</b>	19/04/2021	to	23/04/2021	<b>T3 begins</b>				
	<b>32</b>	26/04/2021	to	30/04/2021	<b>Revision week</b>				
	<b>33</b>	03/05/2021	to	07/05/2021	<b>C</b>	<b>Summer examinations</b>			
	<b>34</b>	10/05/2021	to	14/05/2021	<b>Summer examinations</b>				
	<b>35</b>	17/05/2021	to	21/05/2021	<b>Summer examinations</b>				
	<b>36</b>	24/05/2021	to	28/05/2021					
	<b>37</b>	31/05/2021	to	04/06/2021	<b>C</b>				<b>E (UG)</b>
	<b>38</b>	07/06/2021	to	11/06/2021	<b>Award Boards</b>				
<b>TERM 4</b>	<b>39</b>	14/06/2021	to	18/06/2021	<b>Award Boards</b>				
	<b>40</b>	21/06/2021	to	25/06/2021	<b>Progression Boards</b>				
	<b>41</b>	28/06/2021	to	02/07/2021	<b>Progression Boards</b>				<b>T3 ends</b>
	<b>42</b>	05/07/2021	to	09/07/2021	<b>T4 begins</b>				
	<b>43</b>	12/07/2021	to	16/07/2021	<b>Summer Graduation</b>				
	<b>44</b>	19/07/2021	to	23/07/2021					
	<b>45</b>	26/07/2021	to	30/07/2021					
	<b>46</b>	02/08/2021	to	06/08/2021					
	<b>47</b>	09/08/2021	to	13/08/2021				<b>Confirmation &amp; Clearing (tbc)</b>	
	<b>48</b>	16/08/2021	to	20/08/2021	<b>Re-sit Examinations</b>				
<b>T4 / T1</b>	<b>49</b>	23/08/2021	to	27/08/2021					
	<b>50</b>	30/08/2021	to	03/09/2021	<b>C</b>	<b>E (PGT)</b>	<b>Re-sit Boards</b>		
	<b>51</b>	06/09/2021	to	10/09/2021					
<b>T4 / T1</b>	<b>0</b>	13/09/2021	to	17/09/2021	<b>T1 PGT begins</b>	<b>PGT hand-in</b>	<b>Enrolment week</b>		<b>T4 ends</b>

	Vacations
<b>C</b>	University Closed
	Examination period
	Boards of Examiners
	Enrolment
	Graduation
	Confirmation & Clearing
	PGT dissertation hand-in date
<b>T</b>	First/last day of term
<b>E</b>	End of Assessment and Examination Period