

clashes	31 <sup>st</sup> January
LTAC to review progress and difficulties in formulating timetable. Major difficulties to be resolved with Deputy Principal and relevant module/course leaders.	February, 8 months before soy
Roll Forward of current year's timetable to formulate first draft	Easter
Administrative expunging of clashes	Easter
Students choose autumn options	April, 5 months before soy
Autumn term timetable issued to all course and module leaders to check	April, 5 months before soy
Module leaders return written comments to timetabling	End of May
Draft 2 issued	June
Module leaders return written comments to timetabling	End of June
Final version of autumn term timetable issued	August
Meetings booked for Academic Board and Council and their committees.	After timetables agreed with year/module leaders
CPD provision booked as far as possible.	After timetables agreed with year/module leaders
Room bookings open for all for autumn term	After timetables agreed with year/module leaders

## Timeline

<b>Course</b>	
<b>Term</b>	<b>DI</b>
Students choose spring options	October
Spring term timetable issued to all course and module leaders to check	October