

REPUBLIQUE DU CAMEROUN  
Paix -- Travail - Patrie

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MINISTERE DE L'EDUCATION DE BASE  
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MINISTERE DES ENSEIGNEMENTS SECONDAIRES  
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REPUBLIC OF CAMEROON  
Peace -- Work - Fatherland

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MINISTRY OF BASIC EDUCATION  
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MINISTRY OF SECONDARY EDUCATION  
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N° 46001 <sup>11/1464</sup> /MINEDUB/MINESEC of 09 JUN 2015  
to lay down the calendar of the 2015/2016 School Year in the Republic of Cameroon.

**The Minister of Basic Education  
and  
The Minister of Secondary Education**

- Mindful of the Constitution;
- Mindful of Decree No.2011/408 of 9 December 2011 to organise the Government;
- Mindful of Decree No.2011/409 of 9 December 2011 to appoint the Prime Minister, Head of Government;
- Mindful of Decree No.2011/410 of 9 December 2011 to appoint the Government;
- Mindful of Decree No.2012/267 of 11 June 2012 to organise the Ministry of Secondary Education;
- Mindful of Decree No.2012/268 of 11 June 2012 to organise the Ministry of Basic Education;
- Mindful of Order No.084/B1/1464/MINEDUB/MINESEC of 23 May 2014 to outline the calendar of the 2014/2015 school year in the Republic of Cameroon;

**HEREBY ORDER AS FOLLOWS:**

**PART I  
GENERAL PROVISIONS**

**Article 1.** The 2015/2016 school year for all public and private schools in the Republic of Cameroon shall begin on Monday 7 September 2015 at 7:30 a.m. and end on Friday 29 July 2016 at 3:30 p.m.



## PART II BREAKDOWN OF THE SCHOOL YEAR

### Article 2.

- (1) The afore-mentioned school year shall comprise six (6) sequences.
- (2) The sequences referred to in (1) of this article shall be interrupted by two periods of break

### Article 3.

1) These intervals shall be defined in the following manner:

1<sup>st</sup> break: from Friday, 18 December 2015 at 3:30 p.m.  
to Monday, 4 January 2016 at 7:30 a.m.

2<sup>nd</sup> break: from Friday, 18 March 2016 at 3:30p.m.  
to Monday, 4 April 2016 at 7:30 a.m.

(2) Holidays for boarders shall end on the eve of the reopening day by 6.00. p.m.

**Article 4.** (1) The period reserved for official examinations shall be as follows:

- From Monday, 6 June to Friday 15 July 2016: Examinations for Primary education;
- As from Thursday 26 May 2016: Examinations for Secondary Technical education;
- From Monday, 30 May to Friday, 29 July 2016: Examinations for Secondary General and Teacher education (TTCs).

(2) The dates for the conduct of these examinations shall be notified by separate instruments of the Minister of Basic Education and the Minister of Secondary Education, each in their own sphere.

## PART III PEDAGOGIC ORGANIZATION

**Article 5.** The school year shall comprise six (6) sequences for a total of 36 (thirty six) weeks.

**Article 6.** The sequences mentioned in article 5 above are broken down as follows:

- 1<sup>st</sup> sequence: From Monday, 7 September to Friday, 16 October 2015.
- 2<sup>nd</sup> sequence: From Monday, 19 October to Friday, 27 November 2015.
- 3<sup>rd</sup> sequence: From Monday, 30 November to Friday, 18 December 2015 and from Monday 4 to Friday, 22 January 2016.
- 4<sup>th</sup> sequence: From Monday, 25 January to Friday, 4 March 2016.
- 5<sup>th</sup> sequence: From Monday, 7 March to Thursday, 18 March and from Monday, 4 to Thursday, 29 April 2016.
- 6<sup>th</sup> sequence: From Monday, 2 May to Friday, 10 June 2016.



**Article 7.**

(1) Each sequence shall be devoted to teaching, evaluation, marking, remedial classes and teaching practice in educational establishments.

(2) The school administration shall, during each sequence, ensure the proper conduct of teaching, the organization of continuous assessment in the form of harmonised tests for classes of the same level and the preparation of end-of-sequence progress reports.

(3) Assessments shall be organized during sequences and under no circumstances shall they lead to casual holidays for pupils/students.

**Article 8.**

(1) The following activities shall mark the end of each sequence:

a) The recording of marks in the report cards by each teacher;

b) The calculation of averages, the publication of results and distribution of report cards by the class masters or class teachers;

c) The holding of meetings that bring together the school administration and the class masters or class teachers on the one hand, and heads of department on the other hand.

(2) Report cards containing the general remarks of class masters or class teachers shall be distributed to pupils/students latest one week after the end of each sequence. The report cards duly signed by parents or guardians shall be returned to school within the shortest possible time.

**Article 9.**

At the end of two consecutive sequences, the school administration shall organise intensive pedagogic follow-up activities comprising:

(1) The appraisal of the results for each sequence, in a class council meeting presided over by the Principal /Head Teacher or by a senior staff member. The following indicators shall be scrutinized at this meeting:

- the coverage rate of teaching periods ;
- the coverage rate of syllabuses ;
- the attendance rate of the students/ pupils;
- the coverage rate of practicals in laboratories, specialised halls and workshops;
- the pass rate per subject ;
- the general class average;
- the realization rate of Nursery School projects.

(2) The organization of a day for class councils to analyse the results per class and per level, to set objectives and map out strategies for improvement.

The minutes of these meetings as well as the sequential teaching period follow up forms shall be forwarded as follows:



• For nursery and primary education, to the Sub-Divisional Inspectors, who shall each forward a summary thereof within eight days to their respective Divisional Delegates of the Ministry of Basic Education and a copy to the competent Regional Delegates, for appraisal and onward transmission to the Central Services, within the same deadline.

• As for secondary and teacher education, these minutes shall be forwarded directly to the Regional Delegation and a copy to the Divisional Delegation within eight days. Regional Pedagogic Inspectors and Pedagogic Advisers shall, respectively, be responsible for their exploitation and the onward transmission of a summary thereof within eight days to the Central Services.

(3) A general report on the provisions on all the pedagogic activities contained in this order shall be awaited at the Central Services at the end of the school year.

**Article 10.** The last 2 (two) days before the holidays shall be set aside for the remedial classes mentioned in (9) above, amongst other activities.

**Article 11.**

(1) Without any prejudice to the provisions of 7 (1) above, the last sequence shall be a period of teaching followed by end-of-year examinations.

(2) End-of-year evaluation shall be subjected to an internal organization within the school or Sub-divisional Inspectorate. For examination classes, questions shall be set following the official examination formats. For intermediary classes, evaluations shall be backed by the school year schemes-of-work duly communicated to the pupils/students.

(3) The period that is set aside for the afore-mentioned examinations and for marking shall be scheduled from Monday, 23 May to Friday, 27 May 2016.

Mindful of the provisions of (2) above, no other end-of-term examinations shall be organized.

**Article 12.**

(1) The section of the report booklet coming after two (2) consecutive sequences shall summarize the results in the form of a report card.

(2) The report card that comes after the sixth sequence shall be a summary of the averages of the other sequences and shall bear the decision of the end-of-year class council.

(3) Each page of the report booklet mentioned above carrying the pupil's/ student's marks shall bear the name, date of birth, the class of the pupil/student as well as the indication "REPEATING" or "NOT REPEATING".

(4) The marks recorded in the report booklets for all the pupils/students of a class shall also be entered in a broad-sheet by each teacher for conservation in the school records. Any other mode of conservation of marks shall only serve as a back-up to the said broad-sheet considered as most authentic.



**Article 13.**

Unless otherwise provided for by separate instruments governing continuous assessment in nursery, primary and teacher education, the end-of-year average for each pupil/ student shall be calculated on the basis of the sum of averages of the six sequences divided by six(6).

**PART IV  
MISCELLANEOUS PROVISIONS**

**Article 14.**

(1) The general staff meeting or the School Board shall hold no later than the first Friday after the re-opening of the 2015/2016 school year and after each break mentioned in (3) above.

(2) School Councils shall be held at the beginning and at the end of each term.

**Article 15.**

The International Literacy Day shall be celebrated on Sunday, 8 September 2015.

**Article 16.** The National Day for the Promotion of Didactic materials produced from local and/or Salvaged Materials shall be celebrated on Friday, 2 October 2015.

**Article 17.** The World Teachers' Day shall be celebrated on Monday, 5 October 2015.

**Article 18.** The National School Guidance and Counselling Day shall be observed on Friday, 16 October 2015.

**Article 19.** The International Day of Washing of Hands with soap shall be celebrated on Thursday, 15 October 2015.

**Article 20.** The International Day of Philosophy shall be celebrated on Thursday, 19 November 2015.

**Article 21.** The National Week of Bilingualism shall run from Monday, 1 to Friday, 5 February 2016. In this respect, classes shall be interrupted only on Friday, 5 February 2016.

**Article 22.** Youth Week activities shall take place from Friday, 5 to Thursday, 11 February 2016. To this end, classes shall be interrupted only on Thursday, 11 February 2016.

**Article 23.** The International Day of the Mother Tongue shall be celebrated on Sunday, 21 February 2016.

**Article 24.** The National Day of Art in school shall be celebrated on Friday, 11 March 2016.

**Article 25.** Commonwealth Day shall be celebrated on Monday, 14 March 2016.

**Article 26.** Open Door Days shall run from Thursday, 17 to Friday, 18 March 2016.

**Article 27.** The International day of the "Francophonie" shall be celebrated on Sunday, 20 March 2016.



**Article 28.** The mock examination for Social Sciences shall be organized all over the national territory from Thursday, 28 to Friday, 29 April 2016.

**Article 29.** Practical Examinations for Physical Education shall be organized all over the national territory from Friday, 15 April to Monday, 16 May 2016.

**Article 30.** FENASSCO games shall be held during Easter holidays.

**Article 31.** End-of-year holidays shall begin on Friday, 29 July 2016 at noon and end:

- on Monday, 29 August 2016 at 7:30 a.m. for administrative staff;
- on Thursday, 1 September 2016 at 7:30 a.m. for teaching staff;
- on Monday, 5 September 2016 at 7:30 a.m. for pupils and students.

**Article 32.** As a waiver to (31) above, pupils and students who are not involved in official examinations shall go on holiday on Friday, 10 June 2016 at noon.

## PART V FINAL PROVISIONS

**Article 33.** (1) Apart from official public holidays and those ordered by the Head of State, any other suspension of classes shall first be authorized exclusively, by the Minister of Basic Education or the Minister of Secondary Education.

(2) Under no circumstances shall the sum total of lesson hours per pupil/student be less than 900 hours, excluding the time set aside for assessment.

### **Article 34.**

(1) Official examination levies shall compulsorily be collected by school authorities as follows:

- as soon as schools re-open, for the Ministry of Basic Education;
- at the same time as school fees, for the Ministry of Secondary Education.

These levies shall be deposited in the bank accounts opened for these purposes not later than Friday, 1 November 2015.

(2) The levies referred to in (1) above, shall be those in force as at the 2015 examination session, save those relating to the *Brevet des Techniciens (BT)* in Hotel Management, Grade One Technical Teacher Certificate (CAPIET) and, Grade One Primary and Nursery Teacher Certificate (CAPIEMP).

(3) Stamp duties for this exercise that are not included in the afore-mentioned levies shall be recovered following conditions laid down by the Minister of Finance.

### **Article 35.**

The Secretaries General, the Inspectors General of Services, the Inspectors General of Education, the Inspectors of Pedagogy, the Inspectors Coordinator General, Directors in the

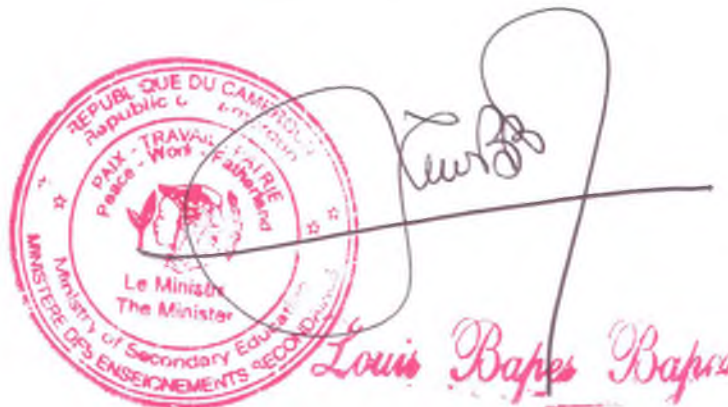


Central administration, the Registrar of the GCE Board, the Director of the Office du Baccalauréat du Cameroun, National Secretaries of Private Education Agencies, Regional and Divisional Delegates, Education Secretaries, Inspectors Coordinator of Education, Sub-Divisional Inspectors, Principals and Head teachers shall, each in their own sphere, be charged with the strict implementation of this Order, which shall be inserted and published in the Official Gazette in English and French.

**The Minister of  
Basic Education**



**The Minister of  
Secondary Education**



Copies to

- PRC
- PM
- MINEDUB/CAB
- MINESEC/CAB
- MINESUP/CAB
- MINJEUN/CAB
- MINSEP/CAB
- MINEFOP/CAB
- MINAC/CAB
- SEESEN
- SEEDUB
- Regional Governors
- SG
- IGS
- IGE
- ICG
- IP
- Directors
- Director OBC
- Registrar GCE Board
- National Secretaries of Private Education Agencies
- Regional Delegates
- Education Secretaries
- Divisional Delegates
- Inspectors Coordinator of Education
- Sub-Divisional Inspectors
- School Heads
- Records
- Files/Archives.

A working document : for internal service use  
2015/2016 SCHOOL YEAR CALENDAR

N°	Weeks		Sequences and holidays
1	07 September 2015	11 September 2015	<b>1<sup>st</sup> Sequence</b>
2	14 September 2015	18 September 2015	
3	21 September 2015	25 September 2015	
4	28 September 2015	02 October 2015	
5	05 October 2015	09 October 2015	
6	12 October 2015	16 October 2015	
7	19 October 2015	23 October 2015	
8	26 October 2015	30 October 2015	
9	2 November 2015	06 November 2015	
10	09 November 2015	13 November 2015	
11	16 November 2015	20 November 2015	
12	23 November 2015	27 November 2015	<b>3<sup>rd</sup> Sequence 1<sup>st</sup> part</b>
13	30 November 2015	04 Décembre 2015	
14	07 Décembre 2015	11 Décembre 2015	
15	14 Décembre 2015	18 Décembre 2015	<b>Christmas Break</b>
16	21 Décembre 2015	25 Décembre 2015	
17	28 Décembre 2015	1 <sup>er</sup> January 2016	
18	04 January 2016	08 January 2016	
19	11 January 2016	15 January 2016	<b>3<sup>rd</sup> Sequence 2<sup>nd</sup> part</b>
20	18 January 2016	22 January 2016	
21	25 January 2016	29 January 2016	
22	1 <sup>er</sup> February 2016	05 February 2016	<b>4<sup>th</sup> Sequence</b>
23	08 February 2016	12 February 2016	
24	15 February 2016	19 February 2016	
25	22 February 2016	26 February 2016	
26	29 February 2016	04 March 2016	
27	07 March 2016	11 March 2016	
28	14 March 2016	18 March 2016	<b>1<sup>st</sup> part</b>
29	21 March 2016	25 March 2016	<b>5<sup>th</sup> Sequence</b>
30	28 March 2016	1 <sup>er</sup> April 2016	<b>Easter Break</b>
31	04 April 2016	08 April 2016	
32	11 April 2016	15 April 2016	<b>2<sup>nd</sup> part</b>
33	18 April 2016	22 April 2016	
34	25 April 2016	29 April 2016	
35	02 May 2016	06 May 2016	<b>6<sup>th</sup> Sequence</b>
36	09 May 2016	13 May 2016	
37	16 May 2016	20 May 2016	
38	23 May 2016	27 May 2016	
39	30 May 2016	03 June 2016	
40	06 June 2016	10 June 2016	
41	13 June 2016	17 June 2016	<b>Official Examinations</b>
42	20 June 2016	24 June 2016	
43	27 June 2016	1 <sup>er</sup> July 2016	
44	04 July 2016	08 July 2016	

