

REPUBLIC OF CAMEROON  
Peace – Work – Fatherland

MINISTRY OF BASIC EDUCATION

MINISTRY OF SECONDARY EDUCATION

RÉPUBLIQUE DU CAMEROUN  
Paix — Travail — Patrie

MINISTÈRE DE L'ÉDUCATION DE BASE

MINISTÈRE DES ENSEIGNEMENTS  
SECONDAIRES

ORDER No. 811/B1/1464 /MINEDUB/MINESEC of 16 JUIL 2019  
fixing the calendar of the 2019/2020 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 organising the Government;
- Mindful of Decree No. 2012/267 of 11 June 2012 organising the Ministry of Secondary Education;
- Mindful of Decree No. 2012/268 of 11 June 2012 organising the Ministry of Basic Education;
- Mindful of Decree No. 2018/190 of 2 March 2018 supplementing some provisions of Decree No. 2011/408 of 9 December 2011 organising the Government;
- Mindful of Decree No. 2019/001 of 4 January 2019 appointing the Prime Minister, Head of Government;
- Mindful of Decree No. 2019/002 of 4 January 2019 reshuffling the Government;
- Mindful of Decree No. 102/B1/1464/MINEDUB/MINESEC of 9 July 2018 setting the calendar of the 2018/2019 school year in the Republic of Cameroon.

**Hereby Order as follows**

**PART I  
GENERAL PROVISIONS**

**Article 1**

The 2019/2020 school year in all government and private schools in the Republic of Cameroon begins on Monday, 2 September 2019 at 7:30 a.m. and ends on Friday, 31 July 2020 at 3:30 p.m.

**PART II  
BREAKDOWN OF THE SCHOOL YEAR**

**Article 2**

(1) The afore-mentioned school year shall be subdivided into three (03) terms each lasting 12 weeks.

(2) The school year shall be interspersed with two break periods of two (02) weeks each.



### Article 3.

(1) The break periods shall be as follows:

- 1<sup>st</sup> break: from Friday, 20 December 2019 at 3:30 pm. to Monday, 6 January 2020 at 7:30 am.
- 2<sup>nd</sup> break: from Friday, 27 March 2020 at 3:30 pm. to Tuesday, 14 April 2020 at 7:30 am.

(2) Holidays for boarders shall end on the eve of the school reopening day, before 6:00. pm.

### Article 4.

(1) The period set aside for official and competitive examinations shall run:

- from Monday, 1 June to Friday, 24 July 2020 for primary education;
- from Thursday, 21 May to Friday, 31 July 2020 for secondary education and teacher training.

(2) Dates for the conduct of these examinations shall be made public by specific instruments signed by the Minister of Basic Education or the Minister of Secondary Education, each in their own sphere.

## PART III

### PEDAGOGIC ORGANISATION

#### Article 5.

The school year shall be organised into 03 (three) terms for a total of 36 (thirty-six) weeks.

#### Article 6.

The terms referred to in Article 5 above shall be as follows:

For Basic education

- 1<sup>st</sup> Term: from Monday, 2 September to Friday, 20 December 2019
- 2<sup>nd</sup> Term: from Monday, 6 January to Friday, 27 March 2020
- 3<sup>rd</sup> Term: from Monday, 14 April to Friday, 5 June 2020

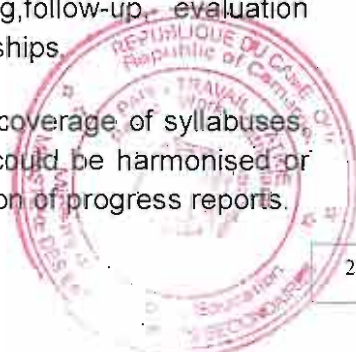
For Secondary education:

- 1<sup>st</sup> Term: from Monday, 2 September to Friday, 20 December 2019;
- 2<sup>nd</sup> Term: from Monday, 6 January to Friday, 27 March 2020;
- 3<sup>rd</sup> Term: from Monday, 14 April to Friday, 5 June 2020.

#### Article 7.

(1) In all schools, each term shall be devoted to teaching, follow-up, evaluation (diagnostic, formative and summative), marking, remediation or internships.

(2) For each term, the school administration shall ensure the full coverage of syllabuses, the organisation of evaluations in the form of supervised tests that could be harmonised or standardised for classes of the same level, as well as for the production of progress reports.



(3) For Secondary schools, each marked script should bear the student's name, the level, the competence and appraisal of the level of acquisition of the competence being developed.

(4) At least two (02) summative evaluations should be carried out each term. For Secondary schools, the marked script, bearing the school stamp should be signed by parents or guardians and returned to school within a week.

(5) Summative evaluations shall, under no circumstances, lead to casual holidays for pupils/students who are not concerned by such evaluations.

### **Article 8**

(1) The end of each term shall be marked by the following activities:

- a) The recording of pupils'/students' marks in report cards by each teacher;
- b) The calculation of averages, filling of marks and distribution of report cards to pupils/students by the Class Master or Class Teacher;
- c) Consultation meetings between the school administration and the Class Masters or Class Teachers, on the one hand, and Heads of Department or Level Coordinators, on the other hand, in the primary and secondary schools respectively.

(2) Progress records in the form of report cards carrying the general remarks of the Class Master or Class Teacher and duly signed by the principal shall be distributed to students/pupils on the last day of each term. These report cards duly signed by parents or guardians shall be returned to school within one week. School administrators should exploit the use of e-report records.

### **Article 9**

At the end of each term, the school administration shall organise an intensive session of pedagogic follow-up activities including the following:

(1) An analysis of the results for each class, in a class council meeting presided over by the Principal/Head Teacher or any top-ranking official in the school. This meeting shall be an opportunity to assess the following aspects:

- the coverage rate of the class teaching periods in relation to the school year;
- the coverage rate of syllabi with regard to the school year ;
- the attendance rate of the students/pupils;
- the coverage rate of practicals in laboratories, specialised halls and workshops in light of annual estimates;
- the success rate per subject ;
- the class average;
- the rate of comprehensive development of nursery school pupils



(2) The organisation of a Pedagogic Day 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 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 Delegations of the Ministry of Basic Education who shall in turn forward their own summary to the competent Regional Delegation, for appraisal and onward transmission to the Central Services, within the same deadline;
- As for secondary education and teacher training, such 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 analyse them respectively and forward their remarks within eight days to the Central Services.

(3) A general report on pedagogic provisions contained in this Order shall be sent to the Central Services at the end of each school year.

### **Article 10**

The last 2 (two) days before the holidays are set aside, amongst other activities, for the pedagogic follow-up mentioned in Article (9) above.

### **Article 11**

(1) End-of-year evaluation shall be subjected to an internal organisation within each school or sub-divisional inspectorate. For examination classes, questions shall be set following the official examination formats. For intermediary classes, evaluations shall be based on the annual school syllabus duly communicated to pupils/students.

(2) The period that is set aside for the aforementioned examinations and for marking shall be scheduled from Monday, 18 May to Friday, 21 May 2020. Mindful of the provisions of (1) above, no other end-of-term examination shall be organised.

### **Article 12**

(1) The section of the report booklet coming up after each term shall summarise results in the form of a report card.

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

(3) Each page of the report booklet mentioned above must carry the pupil's/student's marks, the name, date of birth, the class of the pupil/student as well as the indication "REPEATING" or "NOT REPEATING". Beside each subject, space shall be provided for recording the competences developed during the term, the marks and the appreciations.

(4) The marks recorded in the report booklet, for the pupils/students of a class, shall also be recorded on a master sheet by each teacher, for the school archives.

Any other form of marks preservation shall serve only as a back-up to the master sheet which is most authentic.



**Article 13.**

Unless otherwise provided for by separate instruments governing continual assessment in nursery, primary and teacher training, the end-of-year average for each pupil/student shall be calculated on the basis of the sum of averages of three(3) terms divided by three (3).

## PART IV OTHER PROVISIONS

**Article 14.**

(1) The general assembly or school council shall hold no later than the last Friday before the reopening of the 2019/2020 school year, and the first Friday after each break as mentioned in Article 3 above.

(2) Class councils shall hold at the beginning and at the end of each term.

**Article 15.**

The International Literacy Day shall be celebrated on Sunday, 8 September 2019

**Article 16.**

The World Teachers' Day shall be celebrated on Saturday, 5 October 2019.

**Article 17.**

The National Day for the Promotion of Didactic material produced from local and/or recycled Materials shall be celebrated on Friday, 11 October 2019.

**Article 18.**

The National Guidance and Counselling Day shall be celebrated on Friday, 18 October 2019.

**Article 19.**

Global Hand washing Day with water and soap shall be observed on Monday, 14 October 2019.

**Article 20.**

The International Day of Philosophy shall be celebrated on Friday, 15 November 2019.

**Article 21.**

The National Week of Bilingualism shall run from Monday, 03 to Friday, 07 February 2020. In this respect, classes shall be interrupted only on Friday, 07 February 2020.

**Article 22.**

Youth Week activities shall take place from Wednesday, 5 to Tuesday, 11 February 2020

**Article 23.**

The International Day of the Mother Tongue shall be celebrated on Friday, 21 February 2020.

**Article 24.**

The National Day of Arts in schools shall be celebrated on Friday, 6 March 2020.

**Article 25.**



The Commonwealth Day shall be celebrated on 12 March 2020.

#### **Article 26**

"Open Days" shall run from Thursday, 12 to Friday, 13 March 2020

#### **Article 27**

The "Francophonie" Day shall be celebrated on Friday, 20 March 2020.

#### **Article 28**

The pre-testing examination for Social Sciences shall be organised all over the National Territory from Thursday, 23 to Friday, 24 April 2020

#### **Article 29**

Sports and Physical Education practicals shall be organised all over the National Territory from Friday, 17 April to Friday, 15 May 2020.

#### **Article 30**

FENASSCO leagues 'A' and "B" games shall be held during the second break period.

#### **Article 31**

End-of-year holidays for the 2019/2020 school year shall begin on Friday, 31 July 2020 at noon and end:

- on Monday, 31 August 2020 at 7:30 a.m. for the administrative staff;
- on Wednesday, 2 September 2020 at 7:30 a.m. for the teaching staff;
- on Monday, 7 September 2020 at 7:30 a.m. for pupils and students.

#### **Article 32**

Exceptionally on Article 31 above, pupils and students who are not involved in official examinations shall go on holidays on Friday, 5 June 2020 at 12 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 authorised exclusively, by the Minister of Basic Education or the Minister of Secondary Education

(2) In any case, the total number of teaching/lesson hours per pupil/student shall not be less than 900 hours, excluding the time set aside for evaluations.

#### **Article 34**

(1) Official examination levies for the 2020 session shall compulsorily be collected during school reopening by head teachers for MINEDUB and by selected digital money operators following the memoranda of understanding signed with MINESEC in compliance with Instruction No. 18/00000000951/II/MINFI/DGTCFN/CLC of 22 November 2018 on the accounting of revenues collected and deposited by mobile telephone and money transfer operators relating to the payment of tuition and examination fees on behalf of MINESEC.



These fees shall be deposited in bank accounts opened for this purpose not later than Monday, 4 November 2019 for MINEDUB and 48 hours after collection by the operators concerned in the unique Treasury Account opened at the Central Account Office of the Treasury for MINESEC.

(2) The fees referred to in Paragraph (1) above shall be those in force as at the 2019 examination session, except 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 aforementioned fees shall be recovered following conditions laid down by the Minister of Finance.

### Article 35

The Secretaries General, Inspectors General of Services, Inspectors General of education, Inspectors Coordinator General, Inspectors of Pedagogy, 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 Organisations, Regional and Divisional Delegates of Education, Education Secretaries, 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 recorded and published in the Official Gazette in English and French.

#### The Minister of Basic Education



#### The Minister of Secondary Education



- CC:
- PROVINCIAL COORDINATOR
- MINEDUB/CAB
  - MINESEC/CAB
  - MINESUP/CAB
  - MINJEC/CAB
  - MINSEP/CAB
  - MINEFOP/CAB
  - SEEDUB
  - SEESEN
  - Regional Governors
  - SG
  - IGS
  - IGE
  - ICG
  - Directors
  - Director OBC
  - Registrar GCE Board
  - Regional Delegates
  - Education Secretaries
  - Divisional Delegates
  - Principals
  - Sub-divisional Inspectors
  - File;
  - Records/Archives.



**Working document for internal use**  
**Calendar of the 2019-2020 School Year for MINEDUB**

Nº	Weeks		Pedagogic Month	Terms and Holidays
1	02 September 2019	06 September 2019	MILT <sup>1</sup> - 1	First Term
2	09 September 2019	13 September 2019		
3	16 September 2019	20 September 2019		
4	23 September 2019	27 September 2019		
5	30 September 2019	04 October 2019	MILT - 2	
6	07 October 2019	11 October 2019		
7	14 October 2019	18 October 2019		
8	21 October 2019	25 October 2019		
9	28 October 2019	01 November 2019	MILT - 3	
10	04 November 2019	08 November 2019		
11	11 November 2019	15 November 2019		
12	18 November 2019	22 November 2019		
13	25 November 2019	29 November 2019	MILT - 4	
14	02 December 2019	06 December 2019		
15	09 December 2019	13 December 2019		
16	16 December 2019	20 December 2019	1 <sup>st</sup> term Assessment	
17	23 December 2019	27 December 2019	First Term Holiday	
18	30 December 2019	03 January 2020		
19	06 January 2020	10 January 2020	MILT - 4	Second Term
20	13 January 2020	17 January 2020	MILT - 5	
21	20 January 2020	24 January 2020		
22	27 January 2020	31 January 2020		
23	03 February 2020	07 February 2020	MILT - 6	
24	10 February 2020	14 February 2020		
25	17 February 2020	21 February 2020		
26	24 February 2020	28 February 2020		
27	02 March 2020	06 March 2020	MILT - 7	
28	09 March 2020	13 March 2020		
29	16 March 2020	20 March 2020		
30	23 March 2020	27 March 2020	2 <sup>nd</sup> term Assessment	
31	30 March 2020	03 April 2020	Second Term Holiday	
32	06 April 2020	10 April 2020		
33	13 April 2020	17 April 2020	MILT - 7	Third Term
34	20 April 2020	24 April 2020	MILT - 8	
35	27 April 2020	01 May 2020		
35	04 May 2020	08 May 2020		
37	11 May 2020	15 May 2020		
38	18 May 2020	22 May 2020		
39	25 May 2020	29 May 2020	3 <sup>rd</sup> term Assessment	
40	01 June 2020	05 June 2020		
41	08 June 2020	12 June 2020	Official Examination	
42	15 June 2020	19 June 2020		
43	22 June 2020	26 June 2020		
44	29 June 2020	03 July 2020		
45	06 July 2020	10 July 2020		
46	13 July 2020	17 July 2020		
47	20 July 2020	24 July 2020		
48	27 July 2020	31 July 2020		



<sup>1</sup> Monthly Integrated Learning Theme



**CALENDRIER DE L'ANNEE SCOLAIRE 2019/2020/MINESEC**  
**2019/2020 SCHOOL YEAR CALENDAR**

N°	SEMAINES/WEEKS	CONTENUS ET INTERRUPTIONS DES CLASSES/CONTENTS AND BREAK PERIODS	TRIMESTRES/TERMS
1.	02 Sept - 06 Sept 2019	<p>- APPRENTISSAGE DES RESSOURCES/TEACHING/LEARNING OF ESSENTIAL KNOWLEDGE            ACTIVITES D'INTEGRATION/INTEGRATION ACTIVITIES            02 EVALUATIONS AU MOINS/ AT LEAST 02 ASSESSMENTS</p> <p>Pour le trimestre:            - APPRENTISSAGE DES RESSOURCES/TEACHING/LEARNING OF ESSENTIAL KNOWLEDGE            ACTIVITES D'INTEGRATION/INTEGRATION ACTIVITIES            02 EVALUATIONS AU MOINS/ AT LEAST 02 ASSESSMENTS</p>	1er TRIMESTRE/ 1st TERM
02	09 Sept - 13 Sept 2019		
03	16 Sept - 20 Sept 2019		
04	23 Sept - 28 Sept 2019		
05	30 Sept - 04 Oct 2019		
06	07 Oct - 11 Oct 2019		
07	14 Oct - 18 Oct 2019		
08	21 Oct - 25 Oct 2019		
09	28 Oct - 01 Nov 2019		
10	04 Nov - 08 Nov 2019		
11	11 Nov - 15 Nov 2019		
12	18 Nov - 22 Nov 2019		
13	25 Nov - 29 Nov 2019		
14	02 Déc - 06 Déc 2019		
15	09 Déc - 13 Déc 2019		
16	16 Déc - 20 Déc 2019		
17	23 Déc - 27 Déc 2019	<b>1ère INTERRUPTION/1st BREAK</b>	
18	30 Déc - 03 Jan 2020		
19	06 Jan - 10 Jan 2020	<p>Semaine nationale du Bilinguisme/National Week of Bilingualism : 27 – 31 Janvier/January            Semaine de la Jeunesse/Youth Week : 05 – 11 Février/February            Pendant cette semaine les cours continuent avec emphase sur le bilinguisme/ During this period, classes continue with emphasis on bilingualism</p> <p>Pour le trimestre:            APPRENTISSAGE DES RESSOURCES/TEACHING/LEARNING OF ESSENTIAL KNOWLEDGE            ACTIVITES D'INTEGRATION/INTEGRATION ACTIVITIES            02 EVALUATIONS AU MOINS/ AT LEAST 02 ASSESSMENTS</p>	2e TRIMESTRE/ 2nd TERM
20	13 Jan - 17 Jan 2020		
21	20 Jan - 24 Jan 2020		
22	27 Jan - 31 Jan 2020		
23	03 Fév/Feb - 07 Fév/Feb 2020		
24	10 Fév/Feb - 14 Fév/Feb 2020		
25	17 Fév/Feb - 21 Fév/Feb 2020		
26	24 Fév/Feb - 28 Fév/Feb 2020		
27	02 Mar - 06 Mar 2020		
28	09 Mar - 13 Mar 2020		
29	16 Mar - 20 Mar 2020		
30	23 Mar - 27 Mar 2020		
31	30 Mar - 03 Avr/Apr 2020	<b>2ème INTERRUPTION/2nd BREAK</b>	
32	06 Avr/Apr - 10 Avr/Apr 2020	Pâques/Easter : 12 avril/april	
33	13 Avr/Apr - 17 Avr/Apr 2020	<p>Fête nationale/National Day : 20 Mai/May            Ascension : 21 Mai/May            Ramadan : 24 et 25 Mai/May</p>	3e TRIMESTRE/ 3rd TERM
34	20 Avr/Apr - 24 Avr/Apr 2020		
35	27 Avr/Apr - 01 Mai/May 2020		
36	04 Mai/May - 08 Mai/May 2020		
37	11 Mai/May - 15 Mai/May 2020		
38	18 Mai/May - 22 Mai/May 2020		
39	25 Mai/May - 29 Mai/May 2020		
40	01 Jui/Jun - 05 Jui/Jun 2020	<p align="center"><b>EXAMENS OFFICIELS ET RESULTATS/            OFFICIAL EXAMINATIONS AND RESULTS</b></p>	
41	08 Jui/Jun - 12 Jui/Jun 2020		
42	15 Jui/Jun - 19 Jui/Jun 2020		
43	22 Jui/Jun - 26 Jui/Jun 2020		
44	29 Jui/Jun - 03 Juil/Jul 2020		
45	06 Juil/Jul - 10 Juil/Jul 2020		
46	13 Juil/Jul - 17 Juil/Jul 2020		
47	20 Juil/Jul - 24 Juil/Jul 2020		
48	27 Juil/Jul - 31 Juil/Jul 2020		
49	01 Aou/Aug - 30 Aou/Aug 2020	<b>CONGE DU PERSONNEL ENSEIGNANT/ TEACHERS' LEAVE</b>	

