



2018 Complete Cycle Calendar

Event	Date	Location / Notes
Intent to Apply Forms Due – all award levels	February 2	Submitted to MQA/KQA Office
Examiner Applications Due	February 2	Submitted to MQA/KQA Office
Examiner Board Selection (Notification of appointment to Board on Feb. 22-23)	February 22	Conference Call 1:00-3:00pm
Examiner training pre-work assignment distributed	April 2	Independent completion of case study pre-work
Award Applications Due – all award levels	April 20	Submitted to MQA/KQA Office
Examiner Team Assignments/Approval	April 26	Conference Call 1:00-4:00 pm
Leadership Training (<i>by invitation only; replaces Senior Examiner training</i>)	May 1 <i>or</i> May 8	Columbia, MO
2-Day Examiner Training (<u>ALL</u> Examiners, Judges, and Overseers <u>MUST</u> attend one session)	May 2-3 <i>or</i> May 9-10	Columbia, MO
Award Applications Assigned to Examiners	May 14-15	
Examiners Independent Review of Award Application	May 15—June 18	Independent completion of assigned application scorebook
Consensus Training	June 21	Webinar
Consensus Preparation	June 22—July 8	(exact prep. window determined by teams depending on group selection of Consensus meeting date)
Consensus Meeting (1 day team meeting) and Consensus Report Editing	July 9-27	1 day – conference call— TBD by team
Consensus Draft Report Due to Award Office	10 days after team's Consensus meeting	Submitted to MQA/KQA Office
Site Visit Organizations Confirmed	August 10	
Site Visit Training	August 15	Columbia, MO MUST attend if on a Site Visit Team
Team Site Visit Preparation	August 15—September 15	
Site Visit Weeks	SV#1: Sept. 16-21 SV #2: Sept. 23-28	Locations TBD (dependent upon application locations)
Judges Final Review – Recipient Recommendations	October 18	Columbia, MO
MQA/KQA Recipient Selection Meeting	October 19	Columbia, MO
MQA/KQA Applicants Notified of Status	October 22-23	