

# MULUNGUSHI UNIVERSITY

REGISTRAR'S OFFICE

## MEMORANDUM

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**TO** : **ALL STUDENTS**

**FROM** : Acting Registrar

**DATE** : 15<sup>th</sup> June, 2020

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**RE** : **SETTLEMENT OF SEMESTER FEES**

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Refer to subject.

Management has observed that commitment letters are not being honoured by some sponsors. Henceforth, no commitment letters shall be entertained.

All students are therefore being requested to adhere to the fees policy that requires that 50% of semester fees is paid for one to qualify for registration and 80% of semester fees to qualify for examinations and to clear outstanding balances before commencement of semester examinations in every academic year.

  
**Mwikwanu Susiku**

**Copy:** Vice-Chancellor  
Acting Deputy Vice-Chancellor  
Acting Bursar  
Chief Internal Auditor  
Deans of School/ Director - DRGS  
Acting Deputy Registrar  
Assistant Registrars – Examinations, Admissions, Establishment, ODL