INTERNAL MEMO

TO:

All Students

DATE: 11th February 2021

FROM: Registrar, (AA)

REF: JOOUST/AA/R/A/1/5/Vo.2

SUBJECT: SEMESTER REGISTRATION

This is to bring to your attention that the statutory registration period for students ends on **Friday 12**th **February 2021**. You are therefore advised to take note of the following important activities.

That all students should:

- 1. Carry out course registration through the student's portal liaise with respective school in case of any challenges.
- 2. Clear the semester fees.
- 3. Sign nominal rolls in their respective schools.

This exercise will enable us to account for all students who have reported and registered for 2021/2022 academic year in respective semesters.

Dr. Walter Akuno, PhD

Registrar (Academic Affairs)

Copy to:

Vice Chancellor

Deputy Vice Chancellor (AA)

Chief Finance Officer

All Deans

Webmaster

Admissions Office

Chief Security Officer

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DATE 11.02. 201