



## OFFICE OF THE REGISTRAR

### MEMORANDUM

To: ALL FULL TIME AND ODL STUDENTS

From: REGISTRAR

Date: THURSDAY, 1<sup>ST</sup> JULY, 2021

---

**RE: REMINDER TO SETTLE OUTSTANDING FEES**

---

The University's financial records show that some Students have not settled their fees for periods ranging **from 2 to 8 terms** contrary to the University Policy which requires settlement of fees in full before proceeding to the next term/level. Any student not upto date with payment of fees may cease to be recognized as a Student of the University and may be barred from accessing services which include e-learning materials and examinations.

Therefore, ALL STUDENTS with outstanding fees are directed to settle their debt, failure to which will have no access to the next examinations whose date shall be communicated in due course. Further note that the student management system will only allow students who will pay at least 50 % of term 2/3 of the 2020/2021 academic year fees to print their examination entry slips and also have access to ONLINE SERVICES to be provided by the University.

You can check your financial status (bills and payments associated with your individual account) by logging into <http://www.nkrumah.edu.zm/edurole>. Should you need any clarification on your financial status after you have checked your transactions, you may contact the following numbers during working hours (08:00-13:00 hour and 14:00-17:00 hours): **0776909280, 0954654646/0765255985**.

TAKE THIS AS A **FINAL REMINDER** to settle your outstanding fees and avoid inconvenience as no further reminder shall be issued. No student owing the University shall be allowed to access services.

Chilombe Polity

CC: Vice Chancellor  
CC: Deputy Vice Chancellor  
CC: Bursar  
CC: Dean of Students  
CC: University Librarian  
CC: Deans of Schools

