



**REGISTRAR'S OFFICE**  
**MEMORANDUM**

**TO** : All Fulltime Students  
**FROM** : Registrar  
**DATE** : Monday, 18<sup>th</sup> January 2021

**SUBJECT** : **SUSPENSION OF PHYSICAL LEARNING**

**TAKE NOTICE THAT** physical learning has been suspended with immediate effect and that all lessons shall be conducted online effective today, Monday, 18<sup>th</sup> January 2021 for the next two weeks and upon further guidance from the Ministry of Higher Education.

Therefore:

1. All students are required to pay at least 50% of the tuition fees for those owing to be able to access the online learning platform.
2. All students should be fully registered in their programmes of study.
3. All lessons shall be conducted as per the existing timetable being used for physical classes to avoid confusion.
4. Class Representatives shall immediately engage their respective School Deans for any lecturer not available for their scheduled online classes.

Be guided accordingly.

**Chilombe Polity**



- c.c. Vice-Chancellor  
c.c. Deputy Vice-Chancellor  
c.c. Bursar  
c.c. Dean of Students Affairs  
c.c. University Librarian  
c.c. School Deans  
c.c. Director – Research and Postgraduate Studies  
c.c. Acting Deputy Registrar