



OFFICE OF THE REGISTRAR (ACADEMIC & STUDENTS AFFAIRS)
INTERNAL MEMO

FROM: REGISTRAR (ASA)

Date: 12th January 2024

TO: ALL First Year students currently in session.

SUBJECT: REGISTRATION OF COURSES FOR SEMESTER I & II (2023/2024 AY).

Happy New Year to all of you and welcome back to Pwani for the continuation of your Year I studies.

As you may all be aware, majority of First Year students had not completed their fees payment by the close of Semester One due to late disbursement of HELB Loan and Government Scholarship then.

We are now informed that both HELB and the Government have now completed the disbursement of the said Funds.

These disbursements have also been reflected onto your fees accounts and what is remaining is the individual/parents' commitment as per your categorization.

This is therefore to urge ALL First Year students currently in session to clear the fees balances for Semester One and register online the courses you took during the semester.

Likewise, you are also reminded to clear payment of your Second Semester fees to enable you access lectures and any other University services.

Failure to adhere to this communication will mean your First Semester examination results will not be processed and you will not be allowed to continue with your Second Semester Studies.

Please liaise with your parents/guardians/sponsors and urge them to fulfill their fees obligations before you are locked out.

Thank you.

NICHOLAS C. MALAU
REGISTRAR (ASA)

CC

- Vice Chancellor
- ALL Deputy Vice Chancellors
- ALL Directors
- ALL Deans of Schools
- Dean of Students
- Students Finance

