



OFFICE OF THE REGISTRAR (ACADEMIC & STUDENTS AFFAIRS)

INTERNAL MEMO

FROM: REGISTRAR (ASA)

Date: 26<sup>th</sup> October 2022

TO: ALL Students

REF: PU/RASA/SC/63/VOL.1

**SUBJECT: ACCESS OF EXAMINATION RESULTS.**

It has been observed that some students sat for their end of semester examinations without clearing their fees balances and registering for the courses/units; and this has blocked the students from accessing their examination results.

To address this problem being experienced by students, the University Senate has given all affected students up to Friday 4<sup>th</sup> November 2022 to clear their pending fees balances.

Once a student has cleared the fees, you will be required to liaise with ICT department to be assisted to register for the courses/units.

It is only those students who will have paid all the pending fees and registered for courses/units whose examination results will be uploaded to their portal to enable them access their results.

Kindly note that any student who will not have fulfilled the above requirement will have his/her results nullified and will be required to retake the course(s).

**NOTE:**

For those students who are currently in session and have not cleared their fees balances, you are hereby advised to clear your fees obligations and register for semester courses; failure to which you will NOT be allowed to sit for the end of semester examinations.

Thank you

  
**NICHOLAS C. MALAU**  
**REGISTRAR (ASA)**

CC

Vice Chancellor

ALL DVCs

ALL Registrars

ALL Deans of Schools

ALL Directors

ALL CODs

Students Finance

Dean of Students

