



ZAMBIAN OPEN UNIVERSITY OFFICE OF THE REGISTRAR

RESIDENTIAL SCHOOL CIRCULAR

TO : All First Year Students Admitted into the 2020 Mid-Year Intake (Full time and Part time)

FROM : Registrar

DATE : 4th August, 2020

SUBJECT : **FIRST SEMESTER FOR FIRST YEAR 2020 MID-YEAR INTAKE STUDENTS (FULL TIME AND PART TIME)**

I wish to welcome you to the Zambian Open University (ZAOU), a leading University in the provision of higher education through open, distance, e-learning, full time and Part time. Congratulations on this well-deserved admission.

We would like to thank you for choosing to study with the Zambian Open University. Our University offers you a wide range of benefits such as:

- (a) Uninterrupted academic calendar; ZAOU is always open.
- (b) Quality teaching by highly qualified and very experienced academic staff of international standing.
- (c) Online access to professionally written teaching materials, from anywhere, anytime (24/7).
- (d) An e- Library with a very wide range of educational resources.

Full time and Part-time students (including yourself) are required to submit assignments online through the Moodle Learning Management System according to the due dates that will be communicated to you.

You will be required to participate in the first semester classes of the 2020 academic year which will be conducted online from **Monday 17th 2020**. There will be **no** face-to-face classes due to the need to comply with the measures announced by the Government to combat the spread of COVID-19.

All students **must** pay 50% or more of the tuition fees for the Semester and register for courses before the Residential School begins. The full fees for the semester are **ZMW8, 000.00**. This

means that students must pay not less than **ZMW4000.00** (as 50%) before registration. Students who pay full fees (100%) for the semester will receive **5% discount**.

Tuition fees should be deposited into any of the following Bank Accounts of the Zambian Open University:

(a) 1031176500166 held at Zambia National Commercial Bank (ZANACO), Manda Hill Branch

(b) 0150420117700 held at Standard Chartered Bank, Manda Hill Branch

Students should indicate their full-names and National Registration Card (NRC) number when depositing the fees.

Registration for the semester can be done in person at any of the following centres: ZAOU Main Campus, on Unity Road, Lusaka West, Ben Bella Road campus, Lusaka, and ZAOU Regional Centres in Chipata 0978333615, Kabwe: 0977890101, Kasama: 0977615235, Kitwe: 0979968669, Livingstone: 0977702905, Mansa: 0977817631, Mongu: 0977806309, Solwezi: 0979910867 .

Students who are not able to register in person after paying the tuition fees should contact Mr Joshua Shatu, WhatsApp number: 0953 57 14 05, email joshua.shatu@zaou.ac.zm or Mr Bedson Katyamba, email: bedson.katyamba@zaou.ac.zm for guidance. They may also contact Regional centres at the above numbers.

Only paid up and registered students will be able to access the Zoom Cloud Meeting online lectures.

Students who pay and register for the semester but are unable to access the live online lectures can access recorded lectures on the Moodle platform.

In order for students to access the Zoom Cloud Meeting lectures, they should have access to the Internet. For more information contact the ICT Directorate, email ICTsupport@zaou.ac.zm or ict@zaou.ac.zm

Training on how to access the Moodle platform and lectures on the Zoom Cloud Meeting will be conducted by the ICT between **Monday 11th** and **Friday 14th** August 2020;

Log in instructions will be sent to registered students before the commencement of the online classes.

For more information visit our website (www.zaou.ac.zm) or the ZAOU Facebook page.



Dr Fredrick Ng'andu
REGISTRAR
17th July 2020

Zambian Open University
"University without Walls"