



ZAMBIAN OPEN UNIVERSITY OFFICE OF THE REGISTRAR

ANNOUNCEMENT FOR OPEN AND DISTANCE LEARNING (ODL) STUDENTS OF THE JANUARY INTAKE

This is to inform **all returning students** of the Zambian Open University (ZAOU), **January Intake** that registration for courses for the semester has commenced. This is in accordance with the **sessional dates** approved by the Senate.

PLEASE BE REMINDED THAT LATE REGISTRATION ATTRACTS A PENALTY. YOU ARE THEREFORE ENCOURAGED TO PAY AND REGISTER FOR COURSES DURING THE REGULAR REGISTRATION PERIOD. REGULAR REGISTRATION WILL END ON 5TH AUGUST 2022.

In this regard we wish to kindly draw your attention to the following:

1.0 PAYMENT OF FEES

1.1 The total amount of fees for the second Semester is **K6, 885.00**, which should be paid before course registration. Fourth Year students are supposed to pay an **additional K2000.00 Research Supervision** fee as stipulated in the fees schedule.

1.2 Fees can be paid in instalments. An initial payment of at **least 50% of the first semester** fees, which is **K3, 555.00**, must be paid before course registration. The remaining 50% of the fees must be paid not later than **two (2) weeks** before the beginning of the **semester examinations in December, 2022.**

1.3 Students who pay full fees (100%) for the semester, **(K6, 885.00)**, before course registration will be given **5% discount.**

1.4 Fees should be deposited in the Following Zambian Open University Bank Accounts:

- a) **Zambia National Commercial Bank (ZANACO)**
Zambian Open University Bill Muster

Zambian National Commercial Bank (ZANACO)
Branch: Manda Hill
Account No: 1031176500166
Swift Code: ZNCOZMLU
Sort Code: 010078

b) Zambia Industrial Commercial Bank Ltd
Account Number: 1010000090121
Branch: Lusaka Business Center
Swift Code: ZICBZMLU
Sort Code: 15 00 00

c) National Savings & Credit Bank (NATSAVE)
Account Name: Zambian Open University
Account Number: 2080752558902
Swift Code: INZAZMO
Branch: Lusaka Main
Sort Code: 580010

1.5 Students should obtain a **receipt from the nearest ZAOU** office upon presentation of the deposit slip, where they can also register for courses.

1.6 A scanned copy of the deposit slip should be emailed together with the **course Registration Form**, which **can be downloaded from the ZAOU website:** www.zaou.ac.zm, for those students who are not able to travel to the nearest ZAOU offices.

2.0 COURSE REGISTRATION

2.1 **All students of the January Intake** should register for courses **ON OR before 5th August, 2022.**

2.2 **Course registration for postgraduate and full –time** students will be announced in a separate communication.

2.3 **Course registration** should be done after **payment of fees** as prescribed above. The Course Registration Form, which can be downloaded from the ZAOU website www.zaou.ac.zm can also be sent on request (email: admissions@zaou.ac.zm)

1. For more information, please contact us on any of the following WhatsApp numbers and email addresses:

(a) Mrs. Penelope Mutale, email: admissions@zaou.ac.zm, penelope.mutale@zaou.ac.zm,
0976123055

(b) Mrs. Audrey Chipunza, Learner Support Supervisor, audrey.chipili@zaou.ac.zm,
0772024048

(c) Mr. Joshua Mwale: Senior Assistant Registrar-Academic Affairs,
Joshua.mwale@zaou.ac.zm, **0957831980, 0766717133**

We can also be contacted through any of the following centres:

- a. ZAOU Main Campus, on Unity Road, Lusaka West, admissions@zaou.ac.zm, 0976123055
- b. Lusaka Regional Manager: Mrs. Maina Ng'andu, maina.kaleba@zaou.ac.zm, 0977826449
- c. Chipata Regional Office: Mr. Lennox Lupiya on lennox.lupiya@zaou.ac.zm, 0974709619,
- d. Kabwe Regional Office: Major Mutale, 0977862354, 0966862354 or Mr. Chitambo mwamichitambo@gmail.com, 0973614703
- e. Kasama Regional Manager: Dr Alexander Mulenga, alexander.mulenga@zaou.ac.zm, 0977615235
- f. **Kitwe Regional Manager:** Mrs. Lillian Daka, Lillian.daka@zaou.ac.zm, 979968669
- g. **Livingstone Regional Office:** Mrs. Mary Ngoma, mary.ngoma@zaou.ac.zm, **0977702905**
- h. **Mansa Regional Manager:** Mrs. Precious Mubanga, precious.mubanga@zaou.ac.zm, **0977817631,**
- i. **Mongu Regional Office :**Mr. Bob Sianjalika, bob.sianjalika@zaou.ac.zm, 0977806309,
- j. **Solwezi Regional Coordinator (Acting):**Mr. Maximus Mwansa, maximus.mwansa@zaou.ac.zm, **0977622903**



Amb. Dr. Francis X Musonda
ACTING REGISTRAR

18TH JULY, 2022

Zambian Open University
"University without Walls"