

**ZAMBIAN OPEN UNIVERSITY**

**OFFICE OF THE REGISTRAR**

**ANNOUNCEMENT**

**THE 21ST GRADUATION CEREMONY**

The Zambian Open University (ZAOU) wishes to inform all the **students** who completed their degrees and diplomas in **June, 2024,** that the University will conduct the **21st Graduation** **Ceremony** on **Friday, 25th October, 2024.**

The **venue** of the graduation ceremony is the Newfoundland Campus, Lusaka West off Mumbwa Road, Lusaka.

The **specific** arrangements for the graduation ceremony are as follows:

1. The date for the graduation ceremony is **Friday,** **25th October, 2024** starting at **07:30 hours.**

1. The **deadline** for payment of the graduation fee and registration is **Friday, 11th October, 2024**. Please note that there will be no addendum to the graduation handbook.

1. **Rehearsals** will take place on Wednesday, **23rd October, 2024** at the Newfoundland Campus, Lusaka West off Mumbwa Road in Lusaka, starting at 14:00 hours.

**Please take note of the Following:**

1. All the graduating students **who have NOT** paid their Research Supervision fees **MUST** do so. No student will be allowed to graduate without paying the Research Supervision fee. The Research Supervision fees are as follows:

**i. Bachelor’s degree - ZMW2000.00**

**ii. Master’s degree - ZMW4000.00**

**iii. PhD - ZMW6000.00**

1. **All students** who **successfully** completed their studies by **June, 2024** are expected to graduate **after paying the graduation fees**, which are as follows:

**i. PhD degree - ZMW6,000.00**

**ii. Masters’ degree - ZMW4,500.00 iii. Bachelor’s degree - ZMW4,000.00**

**iv. Diploma - ZMW3,250.00**

1. The graduation ceremony will be held at the Zambian Open University Main Campus, Newfoundland, on Unity Road, Lusaka West, off Mumbwa Road.

1. The Research Supervision and graduation **fees** should be deposited into **any** of the following Zambian Open University Bank Accounts:

* 1. **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**

**OR**

* 1. **Zambia Industrial Commercial Bank Ltd**

**Account Number: 1010000090121**

**Branch: Lusaka Business Center**

**Swift Code: ZICBZMLU**

**Sort Code: 15 00 00**

**OR**

* 1. **National Savings & Credit Bank (NATSAVE)**

**Account Name: Zambian Open University**

**Account Number: 2080752558902**

**Swift Code: INZAZMO**

**Branch: Lusaka Main**

**Sort Code: 580010**

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

1. Mr. Joshua Mwale: Senior Assistant Registrar-Academic Affairs, Joshua.mwale@zaou.ac.zm**, 0766717133**
2. Mr B. Katyamba, [Bedson.katyamba@zaou.ac.zm](mailto:Bedson.katyamba@zaou.ac.zm) WhatsApp **0977826753**

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

* 1. **ZAOU Main Campus**, on Unity Road, Lusaka West, admissions@zaou.ac.zm,

**0976123055**

* 1. **Lusaka Regional Manager**: Mrs. Maina Ng’andu, maina.kaleba@zaou.ac.zm,

**0977826449**

* 1. **Chipata Regional Office**: Dr. Francis Sinzala, 0979625320
  2. **Kabwe Regional Office:** Mr B. Katyamba, [Bedson.katyamba@zaou.ac.zm](mailto:Bedson.katyamba@zaou.ac.zm) WhatsApp **0977826753** **Kasama Regional Manager**: Mrs. Precious Mubanga, precious.mubanga@zaou.ac.zm, **0977817631,**
  3. **Kitwe Regional Manager:** Mrs. Lillian Daka, Lillian.daka@zaou.ac.zm, 979968669
  4. **Livingstone Regional Office**: Mrs. Mary Ngoma, mary.ngoma@zaou.ac.zm, **0977702905**

Musonda Simwayi (Dr)

**ACTING REGISTRAR**

**4th September, 2024**

# Zambian Open University

***“University without Walls”***