

OFFICE OF THE REGISTRAR (ACADEMIC & STUDENTS AFFAIRS)

INTERNAL MEMO

FROM: REGISTRAR (ASA)

Date: 9<sup>th</sup> January 2024

TO: ALL Students reporting for Sem. II studies.

PU/RASA/SCL/63/VOL.II

**SUBJECT: COMMENCEMENT OF SECOND SEMESTER 2023/2024  
ACADEMIC YEAR STUDIES.**

Greetings students and welcome back to Pwani University to register for your second semester studies.

Following the Almanac which was approved by the University Senate, Second semester studies are supposed to commence from 9<sup>th</sup> January 2024.

You are hereby notified that the Time Table was drawn and is available in your students' portal. Kindly download and use it as reference to attend to your classes.

I however wish to notify all students that:

1. One will only be allowed to attend lectures/tuition activities after payment of the required fees.
2. One must have registered for the semester and courses on offer and signed the Nominal Roll.
3. In case of retakes, all affected students are required to register for them for ease of lecture attendance and minimizing of time table clashes.


Kindly Note:

ALL students with pending First Semester (2023/2024 AY) fees balances are required to clear their balances before registering for this new semester.

**No student will be allowed to access lectures OR University Services without clearing the required fees.**

Best regards in your studies.

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 Office

