



January 5, 2024

## **REOPENING ARRANGEMENTS FOR THE FIRST SEMESTER OF THE 2023/2024 ACADEMIC YEAR**

Staff and students of the University, as well as the general public are to take note of the following reopening arrangements for the First Semester of the 2023/2024 academic year.

### **1. ARRIVAL OF STUDENTS**

- Students admitted to start the 2023/2024 academic year are to report on **Saturday, January 6, 2024**
- Continuing students are to resume the academic year on **Monday, January 15, 2024**

### **2. ORIENTATION AND MATRICULATION FOR FRESH STUDENTS**

- Faculty/Department to engage fresh students on Monday, January 15 & Tuesday, January 16, 2024
- Orientation for Fresh Students starts on **Wednesday, January 17, to Friday, January 19, 2024** (Detailed arrangements would be on notice boards)
- *All fresh students are required to attend all sessions of the orientation.*
- There will be **Compulsory Medical Examination for Fresh Students**, starting from **Monday, January 8, to Friday, January 19, 2024**
- Matriculation for Fresh Students is slated for Friday, **March 8, 2024**

### **3. ONLINE REGISTRATION OF COURSES**

- **Course Registration** for both Fresh and Continuing Students begins on **Monday, January 15, to Friday, January 26, 2024** (Detailed arrangements would be on notice boards)
- Students who may have difficulties with registration can contact the Department or **Students Support Services Section** during the registration for assistance.
- Deadline for registration of Courses is **Friday, January 26, 2024**

### **4. LECTURES**

- Lectures Begin on **Monday, January 22, 2024** for ALL Students



## 5. PAYMENT OF FEES

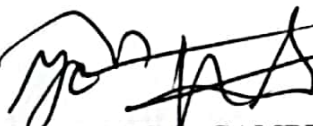
- ALL Students should pay their fees at the designated banks into AAMUSTED accounts using the AAMUSTED Information Support System (AISS)
- If a Fresh Student does not have adequate funds to make full payment, he/she may pay a commitment fee of thirty percent (30%) to secure his/her admission as soon as possible, and subsequently top it up to seventy percent (70%) before the end of registration, to be able to register
- Students are however advised to make full payment of fees, if they can
- Students owing fees will be required to make the necessary payments before they can register their courses

## 6. APPLICATION FORMS/ADMISSIONS

Please note that sale of Application Vouchers and Admission of fresh students is ongoing

Students are welcome!

Thank you.



**CHARLES B. CAMPION, ACIS, PhD**  
Director, Academic Affairs

Cc: Vice-Chancellor  
Pro Vice-Chancellor  
Registrar  
Principal, Asante Mampong  
Director of Finance  
Dean of Students  
Director, Public Affairs