



MULUNGUSHI UNIVERSITY

ACADEMIC YEAR 2024/2025

CONDITIONS OF ADMISSION TO DEGREE COURSES FOR MASTERS BY OPEN DISTANCE LEARNING

- 1.0 Acceptance of this offer should be confirmed by a commitment of **100% or at least 50% payment of the semester fees.**

Tuition Fees

NO	SCHOOL	SEMESTER I (K)	SEMESTER II (K)	ANNUAL FEES (K)
1.1	School of Agriculture and Natural Resources	8,675	8,675	17,350
1.2	School of Business Studies	8,675	8,675	17,350
1.3	School of Social Sciences	8,675	8,675	17,350
1.4	School of Education	8,675	8,675	17,350
1.5	School of Engineering & Technology	8,675	8,675	17,350
1.6	School of Natural and Applied Sciences	8,675	8,675	17,350
1.7	School of Nursing and Midwifery	8,675	8,675	17,350

1.8	School of Medicine & Health Sciences	8,675	8,675	17,350
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Lodging Fees

Lodging		CHARGES PER DAY - SHARED	CHARGES PER DAY - SINGLE
	Self-Catering Hostel - High-rise	75	150
	Self-Catering - Up School / Down School	55	

Other Fees		K
	Field Work, Industrial Attachment	-
	Research - SBS	2,100
	- Other School & HRM	5,960
	Late Registration Fees	315
	Surcharge	210

(a) Further note that K2,100 will be charged in the second year, second semester as supervision fees and examiner's allowance

(b) Tuition fee is *payable per semester* and is subject to change without notice.

2.0 All payments should be credited to Mulungushi University **accounts indicated in the acceptance letter**

3.0 Payments by installments will attract a surcharge of **K210** which shall be levied to cover administrative costs incurred in processing these payments.

4.0 All registered students are expected to abide by the University rules and regulations. Students are required to provide their own toiletries, and stationery. Sponsors are expected to source additional books/study materials students may require.

Students registering as non-residential will **not** pay for lodging.

5.0 Students in certain Programmes will be required to undertake a Field Research Project (as part of the programme) during the course of their study. Sponsors are expected to take full responsibility to pay students research funds to cover transport, accommodation, meals, as well as typing and binding the 3 reports.

6.0 Students coming with children should find alternative accommodation off campus or Book University Chalets. Students staying off Campus will make their own transport arrangements to and from the Main Campus. To reserve contact the Commercial Manager **on 0979781666**.

7.0 Students wishing to occupy the limited University hostel accommodation available should apply **online** before commencement of the programme but after payment of 50% of the semester fees and contact the following number

0215 228004 for more information on accommodation booking.

<http://www.mu.ac.zm:8080/DeanRecords/bookApp>

8.0 Any refunds of fees will attract a penalty of **10%** of the total paid, if claimed before the Commencement of the course. The penalty will be **20%** of the total fees paid if a claim for refund is made within 30 days after the commencement of the course. Thereafter, no requests for refund will be accepted.

- 9.0 The University will not accept commitment letters or offer of sponsorship or post-dated cheques, except bank certified cheques or direct deposits into the University account. You will only be allowed to register upon production of, official receipt issued by the Bursar's Office.
- 10.0 **Students will be required to produce original copies of certificates, or Statements of results, National Registration Cards, valid Passports or Driving Licence and two(2) colour passport-size photographs (of themselves on the day of registration). Students will also be required to submit a medical certificate of fitness to undertake studies which should be issued by a registered medical officer.**
- 11.0 No student shall undertake Distance Education Programme without undergoing Residential School every year/semester.
- 12.0 Students are expected to arrive and register **on Sunday 28th July 2024. Residential School will run from Sunday 28th July 2023 to Friday, 9th August, 2024. A fee of K300 will be paid by students arriving after 4th August 2023. Note that late registration period ends on 2nd August 2024.**
- N.B. (a) All fees irrespective of the payment plan should be settled by 23rd November, 2024 for the 1st semester and 30th May 2025 for the 2nd semester respectively, failure to which a student will not be allowed to sit for final examinations.***
- 13.0 International students are expected to process their own study permits on the following website <https://www.zambiaimmigration.gov.zm>

NOTE: FEES ARE SUBJECT TO CHANGE

