



OFFICE OF THE ACADEMIC REGISTRAR

From: Academic Registrar

To: 1. All Faculty Deans
2. All Heads of Department
3. All Faculty Registrars

cc: All Top Managers
Senior Advancement Officer

Date: October 18, 2022

**SUBJECT: REPORTING OF FIRST YEAR STUDENTS FOR 2022/2023
ACADEMIC YEAR**

As you are aware, the approved Calendar for 2022/2023 academic year states that the reporting date for first year students is on October 24, 2022.

This communication therefore is to remind you about the reporting date and to request you to make necessary preparations to receive the students and engage them during their first week of reporting.

Please, note that orientation starts on 25th October 2022 on Zoom.