

NOTICE TO STUDENTS ON WORK RELATED LEARNING

This notice serves to remind all students on work related learning about the following:

1. Students who proceed on work related learning must have cleared all modules as academic regulations do not allow students with failed modules at level 2.2 and below to proceed to level 3 (work related learning). In order to ascertain the academic decisions regarding whether they must proceed or not, the students **must clear all fees arrears and be able to access their results and determine whether they do not have failed modules**. Students who proceed on work related learning with failed modules will have their level 3 results nullified.
2. It is the full responsibility of students on work related learning to ensure they are registered by **the 13th of September, 2019**. Registration is done upon payment of 50% of tuition fees. Upon payment of fees, students are supposed to check with Bursary to ascertain that money deposited into the University has been credited into their respective students' accounts. This is critical as the RTGS system is currently posing challenges. After ascertaining that their accounts have been credited, the students must proceed to register online. **MAKING A PAYMENT OF FEES INTO THE UNIVERSITY ACCOUNT DOES NOT IMPLY THAT ONE HAS REGISTERED**. Students who do not register by the set registration deadlines, even if they would have paid full fees into the University accounts, are not bona fide students who must defer their studies and only rejoin in other ensuing semesters. Students who are not registered while on work related learning shall also not be assessed by lecturers.
3. Lecturers visiting students on work related learning shall assess **REGISTERED STUDENTS ONLY**.
4. Students must also ensure that they register for both semesters at level 3 as is the case with other taught semesters at other levels. If for any reason a student fails to register, he/she must notify the School Work Related Learning Co-ordinator and the employer representative about the situation and withdraw from the work place. Students can only stay at the workplaces if they are registered.
5. All students on work related learning are advised to read and understand work related learning guidelines that can be downloaded from the Work Related Learning webpage on www.gzu.ac.zw.

Students who have registration queries while on work related learning are urged to contact the Work Related Learning department on 02392-266689 for assistance. They can also send their proof of payment to

gzuaccounts@gzu.ac.zw so that their accounts can be credited for them to be able to register.