



Kafue College of Health Sciences and Research Ltd,

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4th February 2024

Dear Parents/Guardians/Sponsors/Students

**REF: KAFUE COLLEGE OF HEALTH SCIENCES AND RESEARCH NEWS LETTER
FOR THE 2025 ACADEMIC CALENDER**

Greetings all.

The semester has just began and all students are expected to report from their vacation and register with accounts.

Take note that students are expected to pay 40% of their tuition fees upon reporting during registration week which runs from 13th January 2025 to 31st January 2025. Late registration will run from 3rd February 2025 to 14th February, 2025.

Please take note of the following:

1. Learning

- Only students who have paid their tuition fees are eligible to attend classes as follows
 - (i) 40% of tuition fees from 13th January, 2025 to 13th February, 2025.
 - (ii) 60% of tuition fees from 14th February 2025 to 14th March, 2025
 - (iii) 80% of tuition fees from 17th March 2025 to 17th April 2025
 - (iv) 100% of tuition fees from 17th April, 2025 to 19th May 2025
- All students are expected to collect a class permit which they are supposed to produce every time they attend lecturers.
- All students are encouraged to attend classes and write assignments and tests as they add to their final marks.

2. Examination Clearance

- All students must clear their balances on time in order to avoid last minute rush
- No one will be allowed to write examinations with pending balances
- Examination clearance will be done 2 weeks before the examinations.

3. Student Discipline

- The need for student discipline cannot be overemphasized.
- Students who misconduct themselves are disciplined according to the Kafue College of Health Sciences and Research disciplinary code of conduct and NMCZ code of conduct (applicable to Nursing students)

- Therefore all students are advised to acquaint themselves with the Kafue College of Health Sciences and Research student code of conduct.

4. Payments and Requirements

- All students are encouraged to follow the laid down guidelines on payments.
Requirements

- (i) Payment of student personal levy K89
- (ii) Payment for a ream of paper and gloves K200

- Placements (Applicable to Nursing Students)

- (i) All Nursing students proceeding on attachments should have paid 100% of their tuition fees

ND: Students in semester 2 to 6 are to pay for their own accommodation during placement.

5. 5th Graduation Ceremony

- Kafue College management wishes to inform you that the 5th Graduation Ceremony will be held in October 2025.
- All students who have fulfilled the academic requirements of their programs are encouraged to apply for them to participate.

6. Re-sitting of Examinations

- All students repeating examinations are required to pay tuition fees in full without exception.
- Affected students are advised to visit accounts office for further guidance.

7. Kafue College Dress code

- All students are advised to dress smartly and modestly when attending classes and visiting any office.
- All students are advised to be dressed in Kafue College T-shirts EVERY FRIDAY.

8. General Conduct

- All students are expected to conduct themselves in an orderly manner at all times.

9. Accommodated Students

- All students in campus accommodation are expected get a copy of the hostel rules and to follow all laid down rules.

10. Sports Day

- The college will host its sports day on 21st March 2025 and 19th September 2025. All students are expected to participate.

We take this opportunity to thank you all for supporting the institution. Further guidance will be provided as the year progresses.

Yours in Service

Dr. Gift M Sitali (MD)

Principal

Kafue College of Health Sciences and Research Ltd