



PRESBYTERIAN UNIVERSITY COLLEGE, GHANA
OFFICE OF THE REGISTRAR

DEPUTY REGISTRAR

14th September, 2020

University Community

**NOTICE- SCHEDULE OF PROGRAMME FOR THE FIRST SEMESTER OF THE
2020/2021 ACADEMIC YEAR – LEVEL 200 - 400**

The following arrangements have been put in place to enable the continuing students of Presbyterian University College, Ghana (PUCG) to resume online lectures via the University's E-Learning platform starting **30th. September, 2020 for the 2020/2021 Academic Year.**

1. General Registration

All Level 200 to 400 students are to Register through the OSIS for the First Semester from **Wednesday, 30th September to Friday, 9th October, 2020.** The registration will close by the Mid-night on Friday 9th. October, 2020. **Note:** Students need not make any payment before registration.

2. Orientation for Fresh Students (Level 200)

There will be Orientation for fresh Level 200 students for all programmes. The orientation will take place on the five campuses on Tuesday, 29th September, 2020 as follows:

- i. All Law Students (Level 200 to 400 both fresh students and old students) in Kumasi;
- ii. Physician Assistantship and Nursing Students (Only Level 200 fresh men and women) at Agogo;
- iii. Business/ICT/Maths/Agribusiness (Level 200 freshmen and Women only) at Tema and Abetifi; and
- iv. Environment and Natural Resources Management/ International Development/Education Social Studies at Akropong.

Please note-

- This is to enable proper social distance
- Students will go home after the orientation and attend lectures online

3. Beginning of online lectures

Online lectures via the University's E-Learning platform will begin on **Monday 5th. October, 2020** for all programmes. All students who have registered on the OSIS are to participate in the lectures.

4. Assessment Procedure

To ensure effective teaching and learning and to provide opportunities for students to learn, the following assessment system will be followed:

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| • Quiz 1 | - | Friday 23 rd to Sunday, 25 th October, 2020 |
| • Mid Semester | - | Friday, 6 th to Sunday, 8 th November, 2020 |
| • Quiz 2 | - | Friday, 27 th to Sunday, 29 th November, 2020 |
| • End of Semester | - | Saturday, 12 th to Thursday, 24 th December, 2020 |

1. Payment of Fees

The following flexible fee payment system has been introduced to enable students who will not be able to make full payment of the First Semester's fee to pay their fees. However, students who have fees arrears are expected to pay all arrears in addition to the percentage below in order to participate in the online lectures.

i) First Payment

All Levels 200 to 400 students are expected to pay at least, **40% of the First Semester's fees** on or by the close of work on **Friday, 9th October, 2020** in order to continue participating in the online lectures via the University's E-Learning platform.

All students who fail to pay a minimum of the **40%** of the First Semester fee of the 2020/2021 Academic Year on or before mid-night on **Friday, 9th October, 2020** would be denied access to the online lectures through the University's E-Learning platform and will only be granted access **ONLY AFTER THEY HAVE MET THE MINIMUM 40% requirement.**

ii) Second Payment

All students will be required to pay at least **50%** of the First Semester fee of the 2020/2021 Academic Year on or before mid-night on **Thursday, 22nd October, 2020** in order to participate in **QUIZ 1** and to continue participating in the online lectures via the University's E-learning platform. All students who fail to meet this fee requirement would be denied access to the online lectures through the University's e-learning and will only be granted access **ONLY AFTER THEY HAVE MET THE MINIMUM 50% requirement.**

iii) Third Payment

All students will be required to pay at least **60%** of the First Semester fee of the 2020/2021 Academic Year on or before mid-night on **Thursday, 5th November, 2020** in order to participate in **Mid Semester Examinations** and to continue participating in the online lectures via the University's E-learning platform. All students who fail to meet this fee requirement would be denied access to the online lectures through the University's E-learning and will only be granted access **ONLY AFTER THEY HAVE MET THE MINIMUM 60% requirement.**

iv) Fourth Payment

All students will be required to pay at least **80%** of the First Semester fee of the 2020/2021 Academic Year on or before mid-night on **Thursday, 26th November, 2020** in order to participate in **QUIZ 2** and to continue participating in the online lectures via the University's E-learning platform. All students who fail to meet this fee requirement would be denied access to the online lectures through the University's E-learning and will only be granted access **ONLY AFTER THEY HAVE MET THE MINIMUM 80% requirement.**

v) Final Payment

All students will be required to pay **100%** of the First Semester fee of the 2020/2021 Academic Year on or before mid-night on **Friday, 11th December, 2020** in order to participate in the **End of Semester Examinations** through the University's E-learning and will only be granted access **ONLY AFTER FULL PAYMENT OF FEES FOR THE SEMESTER.**

6) Rebate:

- There is a **5% rebate** for all students who will make full payment of fees for the 2020/2021 Academic Year.
- The **10% rebate** for Presbyterian Students is still in force and Presbyterian Students are encouraged to take advantage of the facility.

****** The University's trans flow system is open for students to pay their fees**



E.O. Agyenim-Boateng (PhD)
Deputy Registrar

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- All HoDs
- All Faculty Officers
- Asst. Registrar, ASA
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