

UNIVERSITY OF CAPE COAST

DIRECTORATE OF ACADEMIC AFFAIRS

TELEPHONE: 233-3321-32480-3 Ext. 208/219
DIRECT: 233-3321-35987
FAX: 233-3321-32484
E-MAIL: academic.affairs@ucc.edu.gh
WEBSITE: www.ucc.edu.gh



Director's Office
University Post Office
Cape Coast

17/SF.7/174

8th November, 2023

NOTICE

RE-OPENING ARRANGEMENTS FOR THE FIRST SEMESTER OF THE 2023/2024 ACADEMIC YEAR

Staff and students of the University of Cape Coast as well as the general public are to note the following arrangements for the re-opening of the University for the First Semester of the 2023/2024 academic year.

1. REGISTRATION OF COURSES

- i. Online registration of courses for **continuing students** begins on **Monday, 13th November, 2023** and ends on **Friday, 22nd December, 2023**.
- ii. Online registration of courses for **Fresh Students** admitted at Levels 200 and above will take place from **Monday, 27th November, 2023** to **Friday, 12th January, 2024**.
- iii. Online registration of courses for **Fresh Students (Level 100)** will take place from **Wednesday, 10th January** to **Sunday, 13th January, 2024**.
 - *Registration will not be permitted after the above deadlines.*
 - *Departmental Registration/Examination Officers (DREOs) are expected to mount all courses before the dates for commencement of the registration.*

2. ARRIVAL OF STUDENTS

- i. **Continuing** as well as **Fresh Students** admitted at Level 200 and above are expected to report on **Saturday, 25th November, 2023**.
- ii. Fresh Students (Level 100) are expected to report on **Saturday, 6th January, 2024**

3. ON-CAMPUS REGISTRATION OF COURSES

Students who have difficulties with registration may contact the **Students Records Section** during the registration period for assistance.

4. LECTURES/PAYMENT OF FEES

i. Continuing Students

Lectures for students of Level 200 and above will begin on **Monday, 4th December, 2023**

For this purpose, continuing students include fresh undergraduate students other than those admitted at Level 100.

ii. Level 100 Students

Lectures for Level 100 courses will begin on **Monday, 15th January, 2024.**

- *All continuing students who owe fees will be required to settle the fees in full including arrears before registration.*
- *Continuing students should check their portals for the 2023/2024 fee status*

5. ORIENTATION/MATRICULATION

- Orientation for fresh students will take place on **Monday, 8th January** and **Tuesday, 9th January, 2024.**
- Matriculation will take place on **Saturday, 27th January, 2024.**

Gideon Enoch Abbeyquaye, Esq.

DIRECTOR, ACADEMIC AFFAIRS

cc: *Vice-Chancellor
Pro Vice-Chancellor
Registrar
Provosts
Dean of Students
Director of Finance
Director, Directorate of Public Affairs
Ag. Director, DICTS*

