



PRESS RELEASE OPENING ARRANGEMENTS FOR 2023/2024 ACADEMIC YEAR

The Malawi University of Business and Applied Sciences (MUBAS) would like to inform all its undergraduate students and the general public that the first semester for the 2023/2024 academic year will commence on 29th January, 2024. All the concerned parties are requested to take note of the following dates and activities:

a) Opening dates for the 2023/2024 Academic Year

Activity	Date
Arrival of all new students	21st January, 2024
New Students Orientation	22nd - 27th January, 2024
Arrival of all continuing students	28th January, 2024
Commencement of Teaching and Learning	29th January, 2024

b) Fees and Financial Contribution

All students are being reminded to pay their applicable fees/financial contribution towards their university education through the following banking details (for cash deposits or Mo626 payments):

Name of Bank: National Bank of Malawi
Account Name: Polytechnic Revenue
Branch: Chichiri
Account Number: SMIS Student Financial Identification Number

Students are therefore being encouraged to use their SMIS Student Financial Identification Number when making fees/financial contribution payments at the bank. The SMIS Student Financial Identification Number will have to be indicated on the account number column of the bank deposit slip. For all new students, the twelve-digit number called the student financial identification number has been indicated on your offer letter.

All students paying through cheques, Electronic Funds Transfer (EFT) or transferring from other banks are advised to use account number 737461 which is the default account number for Polytechnic Revenue Account.

Additionally, students must also indicate (on top of the bank deposit slip) their full names and programme of study. A copy of the bank deposit slip should be submitted to the Finance Office at MUBAS. It is the responsibility of the students to ensure that appropriate fees/financial contributions have been paid and credited into the student SMIS account.

Warning Against Fraudsters

MUBAS does not transact through agents and is not on Airtel money or Mpamba. All payments are made to the Bank and each student is assigned an account number which is available in the admission letter. Students, parents and guardians are therefore cautioned not to engage themselves in any financial obligations other than those stated in the admission letter whose

banking details are also stated therein.

c) SMIS Registration Period

SMIS registration for all students will open on 29th January, 2024 and will close on 17th February, 2024. Only students who paid their financial contribution in full or, at minimum, a quarter of the applicable fees will be allowed to register through SMIS. Students who fail to register within this specified period will have their place reserved for the next academic year whose calendar will be announced in due course.

d) University Accommodation

Students who have been offered University accommodation are advised to note that keys for their hostel rooms will be issued out on 21st January, 2024 (for all new students) and 28th January, 2024 (for all continuing students). The collection of keys shall be done through the office of the hostel supervisor which shall open at 8.00 am on both days.

Students will be expected to pay applicable hostel rentals as stipulated in terms and conditions of offer from the Directorate of Student Affairs. All University payments are made through the bank.

Communication and queries to the university should be sent to the following email addresses.

General information: registrar@mubas.ac.mw or marketing@mubas.ac.mw

Academic matters: aracademic@mubas.ac.mw

Students Welfare: dosa@mubas.ac.mw

Financial matters: dfi@mubas.ac.mw

Our Facebook page is also available for instant interaction and to answer all relevant questions that you may have. Follow us through our Facebook page: <https://web.facebook.com/mubasmw>

e) MUBAS-Parents and Guardians Interactive Day

The MUBAS-Parents and Guardians Interactive day will be held on 21st January, 2024 from 1.00 pm to 3.00 pm in the Engineering Auditorium. MUBAS is therefore inviting parents and guardians of all new students who have been admitted into diploma, mature entry and generic programs for 2023/2024 academic year to attend in person or through the online provision through our social media platforms.

The objective of the interactive session is to acquaint parents and guardians on University activities and programs that contributes to the success of learners, students' university life and the role parents, guardians and the University can play in support of the education of the learners.

In the morning, the University will mount some displays of the innovations and research activities the university has undertaken over the years. Parents and Guardians will also be accorded an opportunity for a guided tour of the university facilities.

MANAGEMENT