



Wisconsin

International University College, Ghana

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COMMENCEMENT OF NEW SEMESTER – AUGUST 2023/24

On behalf of the Management of the University, I wish to welcome you all back to school. We trust that your vacation has offered the much-needed respite for the start of a fresh semester.

Please take note of the following:

1. REGISTRATION:

- Continuing students are required to pay a minimum of **50%** of their total tuition fees to enable them to register.
- Check on the notice boards and the university website for a guide on registration.
- Registration Deadline (without penalty) ends on **Saturday, September 2, 2023**.

REGISTRATION DEADLINES	PENALTY
Monday, August 14, 2023 - Saturday September 2, 2023	- NO PENALTY
Monday, September 4, 2023 - Saturday, October 7, 2023	- GHS 150 or \$25 for International Students
Monday, October 9, 2023- Saturday, November 4, 2023	- GHS 300 or \$50 for International Students
Monday, November 6, 2023 – Saturday, November 11, 2023 (two (2) weeks to start of Examination)	- GHS 500 or \$70 for International Students

NOTE: No persons will be allowed to sit for examination if payments are made beyond November 11, 2023.

2. LECTURES/TIMETABLE:

- The provisional timetable for the new semester is available to all students on the University's website: www.wiuc-ghana.edu.gh
- Lectures will commence on August 21, 2023. The teaching mode will be a blended approach of both online and in-person.
- The Academic Calendar is available to all students on the University website: <https://wiuc-ghana.edu.gh/academic-calendar/>

3. FRESHERS:

- New students are required to pay 75% of their tuition fee to register for the immediate activation of their official student emails.
- New students are required to have a student ID to participate in lectures and examinations.
- New students are to contact Academic Affairs Unit for redress of their concerns at academicaffairs@wiuc-ghana.edu.gh
- Details of orientation for all Freshers will be communicated in due course.
- All Freshers are required to undergo a compulsory medical screening. Details in the attachment below.

4. MODE OF TEACHING:

S.No	DATE	GROUPS/LEVELS	MODE OF TEACHING
1	21 st August, 2023 - 3 rd September, 2023	All (Levels 100, 200, 300,400)	In-person
2	4 th September, 2023 - 1 st October, 2023	level 100 and 200	In-person
		Level 300 and 400	Online
3	2 nd October, 2023 - 29 th October, 2023	Level 300 and 400	In-person
		Level 100 and 200	Online
4	30 th October, 2023 - 19 th November, 2023	All (Level 100, 200, 300, 400)	In person

Registrar
AUGUST 8, 2023
SIGNED



Medical Screening for Freshers

All students (Local and International) are required to undergo a health screening prior to admission to determine their medical fitness to pursue the programme of study in the University.

You are required to complete the health screening at the Campus Clinic

Screening Schedule

Please find the schedule below.

Accra Campus	
Date	Department
September 29 to October 2	All Nursing, Midwifery and Public Health
October 3 to October 4	Communication, Business, FHSS
October 5 to October 8	Law Faculty, SCOT

Kumasi Campus	
Date	Department/Students
October 13 to October 16	All Nursing, Midwifery and Public Health
October 17 to October 18	Communication, Business, FHSS
October 19 to October 21	Law Faculty, SCOT

To avoid large crowds and congestion, it is advisable for freshers to refrain from waiting until the final day of their department schedule for their screening.

Note: Female students expecting their monthly cycle which coincides with the health screening schedule, should please undertake their health screening after the last day of their cycle. This is to avoid having to come back a second time to complete the urine test, as the menstrual period will interfere with the results of the urine test.

Fees & Payments

The health screening fee at the campus clinic is **Five Hundred Ghana Cedis (GHS 500)**. All payments are to be made at the bank or via momo using your ID number on your Admission letter.

Option 1: Pay at CBG Bank on Campus

Option 2: USE the following Process:

1. Dial #170*
2. Select 2 – MoMoPay or Pay Bill
3. Select 2 – Paybill
4. Select 3 – School Fees
5. Select 1 – Search for School
6. Select 2 – Search by **School Alias**
 - a. For Accra Students Use WIUCA
 - b. For Kumasi Students Use WIUCK
7. Enter Your ID (eg)
 - a. 11011234
8. Complete the payment process.

COMMENCEMENT OF NEW SEMESTER – 2023/24 ACADEMIC YEAR
REGISTRATION PROCEDURE

STAGE 1: PAY YOUR FEES AND SHOW PROOF OF PAYMENT TO FINANCE OFFICE (GROUND FLOOR BLOCK 'C').

STAGE 2: THE FINANCE OFFICE WILL ISSUE YOU WITH A CHIT TO BE FILLED/COMPLETED.

STAGE 3: FINANCE OFFICE WILL ACKNOWLEDGE RECEIPT OF AMOUNT OF FEES PAID AND ENDORSE THE CHIT.n

STAGE 4: SEND THE COMPLETED AND ENDORSED CHIT/FORM TO YOUR FACULTY.

LOCATION OF SCHOOLS & FACULTIES

1. **SCHOOL OF NURSING – GROUND FLOOR, BLOCK 'D' (ROOM NUMBER: 700 C)**
2. **SCHOOL OF COMMUNICATION STUDIES / MUSIC - FOURTH FLOOR, BLOCK 'D' (ROOM NUMBER 704 B)**
3. **SCHOOL OF BUSINESS – FIRST FLOOR, BLOCK 'C' (ROOM NUMBER 206)**
4. **SCHOOL OF COMPUTING AND TECHNOLOGY – THIRD FLOOR, BLOCK 'B' (ROOM NUMBER: 405)**
5. **FACULTY OF HUMANITIES AND SOCIAL SCIENCES – GROUND FLOOR, ACADEMIC BLOCK (ROOM NUMBER 301)**
6. **FACULTY OF LAW – FOURTH FLOOR, BLOCK 'B' (ROOM NUMBER 501)**
7. **SCHOOL OF RESEARCH & GRADUATE STUDIES – GREEN GATE (ROOM NUMBER 604)**