



MULUNGUSHI UNIVERSITY
OPEN DISTANCE LEARNING UNIT
MEMORANDUM

TO : ALL Open Distance Learning Students
FROM : Assistant Registrar – ODL
DATE : January 27th, 2020

RE: DEADLINE FOR SUBMISSION OF ASSIGNMENTS

This serves to inform all ODL Students that deadline for submission of Semester II Assignments will be Thursday 30th April, 2020. Please note that Lecturers may give distinctive deadlines, however, 30th April, 2020 is the final deadline for receiving Semester II assignments. Any assignments posted later than this date for whatsoever reason will not be processed.

In addition to electronic copies you upload through MU Student portal or those sent to respective Lecturers, you are required to send hard copies to Open Distance Learning (ODL) Unit using Express mail service providers i.e. EMS, FEDEX, DHL etc. The hard copy assignments must be addressed to the Assistant Registrar - ODL and not individual course Lecturers. This process will enable us maintain a tracking system of your assignments.

Furthermore, be reminded to have your courses approved and that you are able to login to MU Student portal before end of Residential School.

Deophister Kapuka Mwansa

Copy: Deputy Vice-Chancellor
Registrar
Deans
Director - DRPGS
Deputy Registrar
Asst. Deans
HODs – Schools
Course Lecturers (SANR,SBS,SOE,SSET,SSS)
Admin. Officer - ODL