



**COPPERBELT UNIVERSITY
OFFICE OF THE REGISTRAR
ACADEMIC AFFAIRS**

NOTICE

TO : OCTOBER, 2022 GRADUATES
FROM : DEPUTY REGISTRAR – ACADEMIC AFFAIRS
DATE : 10TH OCTOBER, 2023
SUBJECT : COLLECTION OF ACADEMIC CERTIFICATES

The Copperbelt University wishes to inform Graduates that graduated on 21st October, 2022, that the academic certificates will be ready for collection at the Academic Affairs Office commencing on Friday, 13th October, 2023.

Please note that issuing of the certificate will be done upon producing the following:

1. Owner

- (i) Original Copy of Clearance Form
- (ii) Copy of National Registration Card (NRC)

2. On Behalf of the Graduate

- (i) Letter Authorizing the University to give the certificate to the identified person
- (ii) Original copy of clearance form
- (iii) Copy of National Registration Card (NRC) for the Graduate
- (iv) Copy of National Registration Card (NRC) for the one collecting on behalf of the Graduate

Kindly be advised accordingly.

P. HIMOONGA (MR.)

Copy to: Registrar