

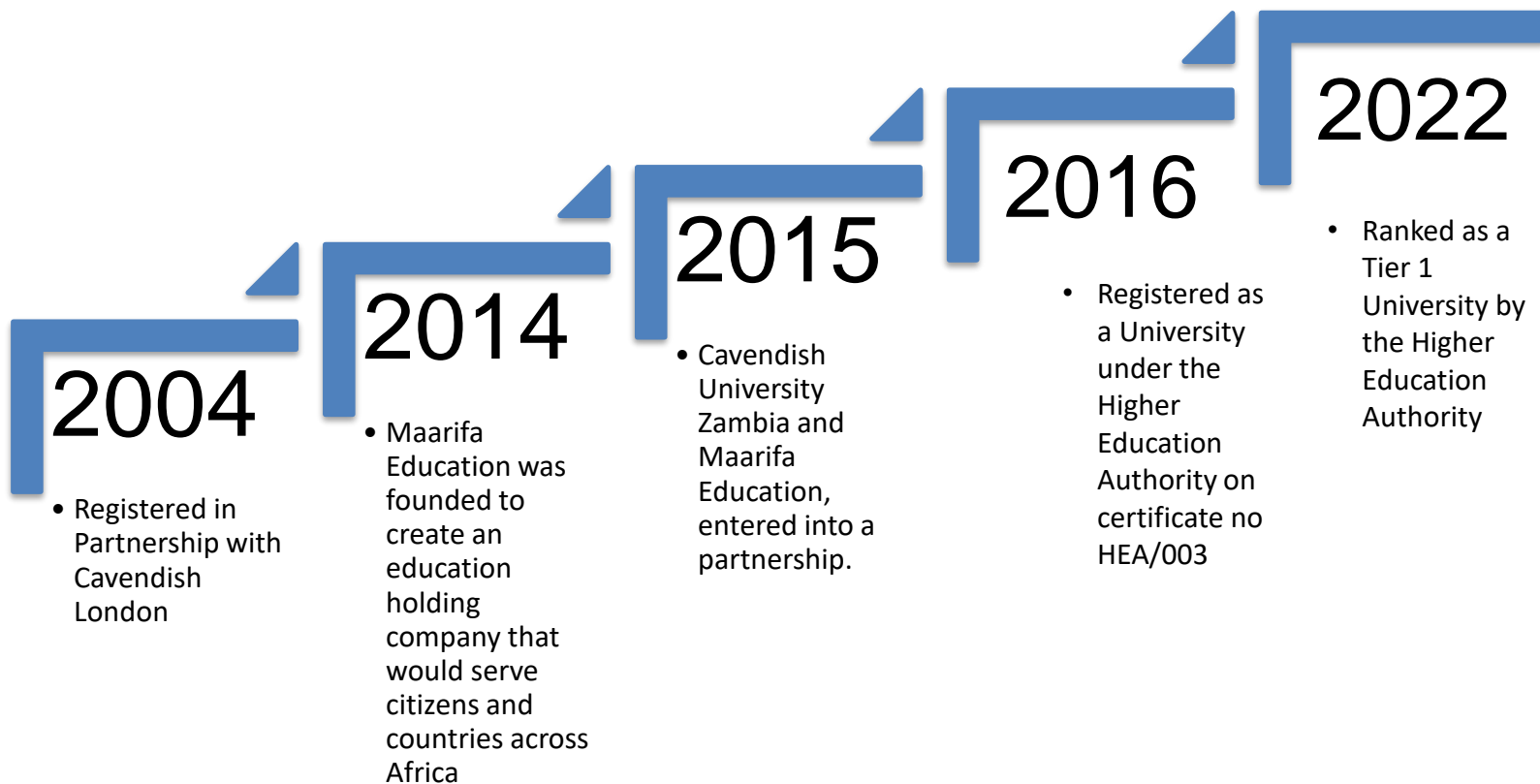
Student Orientation - Academic

January 2023 Intake



CAVENDISH
UNIVERSITY
ZAMBIA

*Success begins at
Cavendish University*



- Bachelor of Business Administration
- Bachelor of Arts in Economics
- Bachelor of Arts in Banking and Finance
- Bachelor of Accountancy
- Bachelor of Science in Project Management
- Bachelor of Arts in Purchasing and Supply
- Bachelor of Science in Computing
- Bachelor of Information Technology
- Master of Business Administration

- Bachelor of Laws
- Master of Laws
- Paralegal

*School of
Business &
Information
Technology*

*School of
Medicine*

*School of
Law*

*School of
Arts,
Education
and Social
Sciences*

- Medical School Foundation Programme
- Bachelor of Medicine and Bachelor of Surgery
- Bachelor of Clinical Sciences
- Bachelor of Nursing and Midwifery Sciences
- Master of Public Health – Global Health

- Bachelor of Media, Communications and Public Relations
- Bachelor of Development Studies
- Bachelor of Education
- Postgraduate Diploma in Monitoring and Evaluation
- Master of Development Studies
- Master of Science in Public Relations

Semester 1

Month	Date	Activity
February	Monday, February 6, 2023	Orientation and Induction of New Students
	Monday, February 13, 2023	Full time/ Evening Classes Commence
	Friday, March 10, 2023	Semester Registration Closes (50% payment of tuition fees)
	Monday, March 13, 2023	Late Registration Commences (with penalty)
	Friday, March 17, 2023	Late Registration Ends
April	Monday, March 27, 2023	Class Tests (CAT 1) for Contact Students Commence
	Monday, March 27, 2023	Allocation of Research Supervisors
	Monday, April 3, 2023	Mid Semester Break Commences
	Friday, April 7, 2023	Mid Semester Break Ends
	Friday, April 28, 2023	75% of Tuition fees due from all students
May	Monday, May 8, 2023	Class Tests (CAT 2) for Contact and DL Students Commence
	Monday, May 8, 2023	End of Course Delivery Survey
	Friday, May 26, 2023	100% Tuition Payment due from all students (Last Instalment)
	Monday, May 29, 2023	Commencement of Dissertation defence (UG & PG)
June	Monday, May 29, 2023	Distance Learning Residential Session (Continuing Students)
	Monday, May 29, 2023	Study Break - Contact Students
	Monday, June 5, 2023	Final Examinations (All Schools) Begin
	Friday, July 7, 2023	Publication of Results

<http://www.cavendishza.org/images/SoM-Students.pdf>

<http://www.cavendishza.org/images/BIT-AESS-Law-Students.pdf>

- A class timetable is always available two weeks before the start of the semester.
- It is important for all students to check for their class timetable via the Cavendish university website on www.cavendishza.org using the following link
- <http://www.cavendishza.org/time-tables.cavendishza.org/som-august-2023-schedule/>
- All students must attend at least 80% of their classes in each semester/term.
- All students are obliged to sign the attendance register which is circulated during each class.
- Heads of Departments shall certify immediately after the last class meeting for the course/module that the student has successfully completed the minimum requirements of the course/module

Percentage Marks	Grades	Comment
90-100	A+	Upper Distinction
80-89	A	Lower Distinction
70-79	B+	Meritorious
60-69	B	Credit
55-59	C+	Definite Pass
50-54	C	Bare Pass
45-49	D+	Bare Fail / Supplementary Exam
35-44	D	Fail
Below 35	E	Clear Fail

Percentage Marks	Grades	Comment
85 and Above	A+	Upper Distinction
75 to < 85	A	Lower Distinction
70 to < 75	B+	Meritorious
65 to < 70	B	Very Satisfactory
55 to < 65	C+	Definite Pass
50 to < 55	C	Bare Pass
45 to < 50	D+	Bare Fail/Supplementary Exam
Below 45	D	Clear Fail
Projects	S	Satisfactory

- All students must participate in continuous assessment which at the minimum shall include at least continuous assessment, tests, case studies and assignments per course/module per semester.
- All students are obliged to respect written, continuous assessment assignments, tests and final examinations instructions, failure to respect such instructions may lead to disqualification of the students
- The Pass mark for all CUZ's examinations is 50% consisting of both continuous assessment and final examination
- The continuous assessments for all major subjects account for 40% of the overall subject marks.

- Subject to any exceptions approved by the Senate, the student may not be admitted to any examination in any course unless the Head of the School concerned has certified that the student has satisfactorily attended at least 80% of the class meetings and activities for the course/module under examination, and has satisfactorily performed the learning activities of the class.
- Certification of attendance and participation in learning activities shall involve the Heads of Departments notifying and certifying to the Registrar immediately after the last class that the student has successfully completed the minimum requirements.
- The students without ID card /Docket will not be permitted to write Exam.
- The pass mark for all CUZ's examinations is 50% consisting of both continuous assessment and final examination
- The final examinations for all major subjects account for 60% of the overall subject marks.

- **Deferred Examinations**

A student can only be considered for deferred examinations if:

1. They have made 100% payment by the due date as per the Academic Calendar.
2. They have genuine and grave cause, supported by documentary evidence, that made him/her unable to present himself/herself in the end of semester/annual/clerkship examinations.
3. The student will bear the full cost of the exam, unless waived by VC or DVC.

- **Supplementary Examination**

Students who are awarded a “D+ Grade” in SoM , AESS, Law and BIT” in any modules and wish to re-sit their exams may do so but will only be allowed one attempt and must sit immediately the Supplementary exams are available and not deferred to another examinations. Supplementary exams not sat immediately they are offered will automatically become repeat courses.

- **Re- assessment of modules (Repeat Course)**

If a student is awarded the "D Grade" for any module they will be required to register for the module, attend class submit fresh continuous assessments and re-sit the examination.

Student Code of Conduct

Student Payment and Registration Policy

Student Rewards Policy

Student ICT Fair Use Policy

Student Charter

Student Library Policy

Student Complaints Policy

Thank You



**CAVENDISH
UNIVERSITY
ZAMBIA**