



**ORIENTATION PROGRAMME FOR AESS & SOL FOR JULY 2023 INTAKE Wednesday 26-July-2023**  
**Venue: :Auditorium**

MC: Brother Chanda

Activity	Facilitator	Session Dur (mins)	Start Time	Dur (Time)	End Time
Welcome Remarks and Award of Scholarships	Mr. Reginald Rainey (ED )	20	9:30 AM	00:20	9:50 AM
Faculty Briefing	Dean: AESS & SOL	10	9:50 AM	00:10	10:00 AM
CUZ University Background /CUZ Rules & Regulation	Ms. Bertha Phiri (Academic Registrar)	10	10:00 AM	00:10	10:10 AM
Continuing Office - Registration process, ID cards, Contact Details, CUZ email addresses	Mr. Wiza Mponela	10	10:10 AM	00:10	10:20 AM
Financial Issues	Mr. Simon Mwale	10	10:20 AM	00:10	10:30 AM
Library - Access to reading material (physical and online), Operating Hours, Dos and Dont's	Mr. Christopher Muunga	10	10:30 AM	00:10	10:40 AM
CUZ Student Union	Student Representative	5	10:40 AM	00:05	10:45 AM
Ready to work	ABSA	10	10:45 AM	00:10	10:55 AM
Facilities - Fire, Safety, Transport, COVID-19	Mr. Dickson S. Ntondokoso	10	10:55 AM	00:10	11:05 AM
Guest Talk	DEC	10	11:05 AM	00:10	11:15 AM
Dean of Students - Immigration, Accommodation, Extracurricular Activities,Canteen and Student Counselors	Mrs.C.Mutere /Mrs Betty Aloo	10	11:15 AM	00:10	11:25 AM
Quality Assurance	Mr. Evans Mwenda	5	11:25 AM	00:05	11:30 AM
New Enrolment Office - Referral policy	Mrs. Charity Zulu	5	11:30 AM	00:05	11:35 AM
Referencing, Bibliography and Plagiarism, Assignment writing & Note Taking, Listening Skills, Study Skills	MR Vision Milimo	20	11:35 AM	00:20	11:55 AM
Career and Employability Officer	Bro. Erasto Chanda	5	11:55 AM	00:05	12:00 PM
CULP Presentation & IT Appreciation Skills & Internet Connection, Wifi passwords, CUZ email addresses, Do's and Don't's	IT TEAM	<b>THURSDAY 27TH JULY 2023 TIME:10:00</b>			