



**SOKOINE UNIVERSITY OF AGRICULTURE**  
**OFFICE OF THE DEPUTY VICE-CHANCELLOR (ACADEMIC)**  
**P.O. BOX 3000 MOROGORO TANZANIA**

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Our Ref.: SUA/ADM/R.1/4

Date: 7<sup>th</sup> March, 2014

To: All students -  
Sokoine University of Agriculture,  
**MOROGORO.**

**RE: REGISTRATION FOR NEXT SEMESTER**

Please refer to the subject above.

This is to inform you that the registration process for even semesters (semester 2, 4, 6, 8 and 10) has begun 4 weeks before the end of odd semesters (semester 1,3,5,7 and 9). The registration process will end 2 weeks after the commencement of even semesters on 17<sup>th</sup> March, 2014.

Be aware that you are supposed to pay due fees in order to be able to register through SUASIS. Payment is to be made through our CRDB accounts as you have done in the past. Make sure each category of fees goes to the appropriate account.

Prior to making any payment login to your SUASIS account and print your invoice and show your invoice to CRDB at the time of payment.

You are also reminded to make sure you register for courses for respective semesters. In this regard even students who do not find it necessary to pick elective courses should register for their core courses.

Registration for courses must be done early because the window for this process closes two weeks after the beginning of the semester i.e. on 29<sup>th</sup> March, 2014. Those who will have not registered by that date, Regulations No. 5.11 will apply.

Those who have problems picking electives should consult their heads of departments and academic advisors. Please note that detailed explanations on registration are posted on SUA website and notice boards.

Wishing you all the best.

Yours Sincerely,

Prof. P.R. Gillah

**DEPUTY VICE CHANCELLOR (ACADEMIC)**

c.c. The Vice Chancellor

c.c. The Deputy Vice-Chancellor (Admin. & Finance)

} To note on file.