


REGISTRAR'S OFFICE

ADMINISTRATIVE CIRCULAR NO 14 OF 2022: REVIEW OF CIRCUMSTANTIAL FEES

This serves to advise that with effect of 1 November 2022, the following fees will apply: Please note all the prices are quoted in United States dollars and may be transacted in local currency (ZWL) at the prevailing exchange rate of that particular day.

| NO | NARRATION | APPROVED FEE (US) |
|----|---|-------------------|
| 1 | Late Registration Fine (Per day up to 14 days) | 5 |
| 2 | Registration Fees for International Students in USD | 50 |
| 3 | Student ID Replacement Fee | 20 |
| 4 | Interim Academic Transcript | 30 |
| 5 | Academic Transcript Replacement | 30 |
| 6 | Certificate Confirmation Fee | 50 |
| 7 | Examination Results Appeal Fee | 30 |
| 8 | Termination of Studies Appeal Fee | 50 |
| 9 | Supplementary Examination Fees (per paper) | 50 |
| 10 | Deferred/ Special Examination Fees (per paper) | 50 |
| 11 | Application Fee (Undergraduates) | 20 |
| 12 | Late Application Fee (Undergraduates) | 20 |
| 13 | Application Fee (Postgraduates) | 50 |
| 14 | Late Application Fee (Postgraduates) | 50 |
| 15 | Uncollected Certificates Fee (6 months after graduation) | 50 |
| 16 | Uncollected Transcript Fee (6 months after graduation) | 50 |
| 17 | Verification/Submission of Qualifications for Graduates | 50 |
| 18 | Medium of Instruction Letter | 20 |

For any queries on payment, contact the Finance Department on finance-inquiries@hit.ac.zw or 00263242741422-36 extension 2180 or 2172.



H Njonga (Mr)
REGISTRAR

31/10/2022
Date

