**Dear Valued Client**,

We hope this message finds you well.

Please ensure you are up to date with your payments, or you have at least paid 50% of your tuition fees, failure to which you will be barred from sitting for your mid-semester quizzes.

To verify the status of your records, please log in to your Student Information System (SIS). If there are any pending payments, kindly provide proof of payment(s) to benaiah.mulima@zcasu.edu.zm. For further inquiries, please contact Mukumbuta Akolwa at mukumbuta.akolwa@zcasu.edu.zm or Mwisa Chilufya at mwisa.chilufya@zcasu.edu.zm or call **+260 211 232 093/5**.

We would like to also **REMIND** you that as you clear your balance/make payments for the new semester, kindly use ZANACO Bill Muster (6200-ZCAS Univ) or via Mobile Money (Airtel). Alternatively use the ZCAS University bank details (see below). Direct bank transfers must be used by our international clients (preferably into the USD account); be sure to share the proof of transmission as soon as possible. Please note that only payments made in the stated bank accounts will be accepted. You will be asked to instruct your bank to reverse the payment/transfer in an event that you pay in the wrong account.

**ZCAS UNIVERSITY BANK ACCOUNT DETAILS**

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| **1.0 Zambian Kwacha Account**  |
| Bank Name  | : Zambia National Commercial Bank  |
| Account Name  | : ZCAS University Limited  |
| Account No.  | : 5823001300137  |
| Branch Name  | : Acacia Branch  |
| Swift Code  | : ZNCOZMLU  |
| Sort Code  | : 010086  |
| Currency  | : ZMW  |
| **2.0 United States Dollars Account**  |
| Bank Name  | : Zambia National Commercial Bank  |
| Account Name  | : ZCAS University Limited  |
| Account No.  | : 5823001300541  |
| Branch Name  | : Acacia Branch  |
| Swift Code  | : ZNCOZMLU  |
| Sort Code  | : 010086  |
| Currency  | : USD  |
| **3.0 Great British Pound Account**  |
| Bank Name  | : Zambia National Commercial Bank  |
| Account Name  | : ZCAS University Limited  |
| Account No.  | : 5823001300642  |
| Branch Name  | : Acacia Branch  |
| Swift Code  | : ZNCOZMLU  |
| Sort Code  | : 010086  |
| Currency  | : GBP  |

**By order of Management**