



**ANNOUNCEMENT TO ALL 2024/25 ACADEMIC YEAR
FINALISTS**

Kindly be informed that, The University of Dodoma will conduct verification of finalist's data starting from 02nd to 15th June, 2025. The exercise intends to check and correct **ALL FINALISTS**' data for the purpose of ensuring the accuracy of the information that will be printed on academic certificates and transcripts.

In this regard, all finalist students are directed to verify their data in their individual student accounts in Students Records (SR2) system as follows:

- i. Names and their order as they appear in form four certificates
- ii. Form four index number/s, form six index number/s or AVN (if applicable) and
- iii. Date of birth

For those who identify any discrepancies in their data are directed to present certified copies or original birth, form four, form six, or other relevant certificates to the University Examinations Office at the Chimwaga building during the aforementioned dates for rectification.

You are also reminded to make sure all your previous semesters academic data are properly recorded in the SR2 system before leaving the University. In case of any missing/inappropriate record, you are advised to meet the relevant head of academic department for clarifications and guidance.

NB: This is in accordance to Regulation 4.7 of the Regulation for Undergraduate Programmes (2019) Revised Third Edition and Regulation 7.10 of the Regulation for Non Degree Programmes (2019) Revised Second Edition *"No change of names by students shall be entertained during the course of study at the University. A candidate shall be registered using names as appear in his/her O-Level certificate. Names with initials shall be defined using birth certificates for names to be written in full during registration"* and *"A candidate shall be registered using names as they appear in his/her Certificate of Secondary Education Examination (CSEE) or its equivalent. No change of names by students shall be allowed during the course of study at the University"*, respectively.

ISSUED BY

OFFICE OF THE DEPUTY VICE CHANCELLOR- ACADEMIC, RESEARCH AND
CONSULTANCY

2nd June, 2025