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MEMORANDUM

DATE: 29 October 2024

TO: TC Students

FROM: TC Finance

SUBJECT: Outstanding Fees Payment Arrangements

Greetings!!

This memo serves as a reminder that students with outstanding fees are encouraged to visit the Finance Office at their earliest convenience to discuss payment arrangement options.

Our Finance Team is available to assist you in managing any outstanding financial obligations. We strongly urge you to take advantage of this opportunity to ensure your continued enrollment and access to campus services.

Alternatively for branches, conduct the school Principal to make the necessary arrangements.

Arrangement slots are as follows: Tuesday to Thursday 11H00 – 12H30 14H30 – 16H00

Friday 11H00 – 13H00

For further enquiry please contact the student finance office on 0614333801

Thank you for your attention to this matter.

