



15/01/2026

**Re: Communication on Implementation of a Recorded Class Delivery Approach**

**Dear Learners and Instructors,**

Effective from this Trimester, a recorded class delivery approach will be implemented for selected courses across both Day and Evening cohorts. This approach is intended to enhance efficiency, equity, consistency in instruction, and effective use of instruction time, while ensuring that all learners receive the same academic content.

**How the Recorded Class Delivery Will Work**

For each course unit, the following arrangement will apply:

- Each cohort (defined as learners in the same academic year and trimester, for example, First Year – Second Trimester, Second Year – Second Trimester, etc.), whether Day or Evening, **will participate in three (3) weekly** scheduled face-to-face sessions with the Instructor.
- During each face-to-face session, the lesson will be recorded and made available to learners in the alternative cohort.

**Specifically:**

- Sessions attended physically by Day learners will be recorded and shared with Evening learners.
- Sessions attended physically by Evening learners will be recorded and shared with Day learners.

**Institutional Expectations**

Learners are expected to:

- Attend all scheduled face-to-face classes for their registered cohort.
- Access, review, and actively engage with the recorded sessions provided.

This approach ensures fairness between cohorts, consistency of course content, and improved instructional efficiency by minimizing unnecessary duplication of lessons.

The University appreciates your cooperation as we implement this approach to strengthen instructional quality and learning outcomes.

For any clarification, kindly contact your academic department or the Office of the Registrar (Academics).

**Thank you.**

**Leonard Ntaya**

**Registrar - Academics**