

**KIBABII UNIVERSITY**  
**OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS**  
**INTERNAL MEMO**

**From:** Registrar, (AA)

**Date:** 15<sup>th</sup> October 2018

**To:** All Prospective Graduands

**Ref:** KIBU/ACA/CORR.45/Vol.2 (211)

**RE: PROSPECTIVE GRADUANDS FOR THE 3<sup>RD</sup> GRADUATION CEREMONY - CLEARANCE AND GRADUATION FEES**

Kibabii University wishes to inform all students who completed their studies in the 2017/2018 Academic Year and are expected to graduate to start the process of clearance from the University.

Clear with your respective Faculty/School/ Department and confirm all your academic examination results. Further complete clearance of any outstanding fees and clear from all other concerned Sections and Departments as provided for in the University Clearance Form. The LAST DAY to complete the process of clearance will be Friday, 26<sup>th</sup> October 2018.

As a way of assisting Graduands plan for the 3<sup>rd</sup> Graduation, below are the tentative Graduation Fees Charges:

S/No.	Award of	Graduation Fees (Mandatory)	Hire of Academic Regalia Fee	Total Graduation Charges
1	Doctoral	4,000.00	2,000.00	6,000.00
2	Masters & PGD	3,500.00	1,500.00	5,000.00
3	Bachelors	3,500.00	1,000.00	4,500.00
4	Diploma	2,500.00	500.00	3,000.00
5	Certificate	2,500.00	500.00	3,000.00

A part from the above payments ALL graduands MUST pay a mandatory **ALUMNI FEE** of Kshs. 1,000.00. (one thousand only)

Payments should be made to any of the following bank accounts:

S/No.	Bank	Branch	Account No.
1	Equity Bank	Bungoma	0480261211508
2	Family Bank	Bungoma	0077000029979
3	Standard Chartered Bank	Bungoma	102028272100
4	Kenya Commercial Bank	Bungoma	1137408375
5	National Bank of Kenya	Bungoma	1001076872600
6	Cooperative Bank of Kenya	Bungoma	01129669927300

  
**Prof. Ernest S. Mohochi**  
**REGISTRAR, ACADEMIC AFFAIRS**



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Knowledge for Development