

KIBABII UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

INTERNAL MEMO

From: Registrar (AA)

Date: 14th October 2019

To: Listed Student Groups

Ref: KIBU/ACA/CORR.69/VOL.1-2014

1. 3rd Year 2nd Semester Students
2. 4th Year 2nd Semester B.Sc. Mathematics Students
3. 2nd Semester and 3rd Semester Diploma Students
4. 1st Year 2nd Semester January Intake Education Students
5. 2nd Year 2nd Semester January Intake Education Students
6. 3rd Semester Bachelor of Commerce Students

RE: REGISTRATION FOR SPECIAL/SUPPLEMENTARY EXAMINATIONS - 2018/2019 ACADEMIC YEAR

This is to inform the above indicated groups of students that the 2018/2019 Special/Supplementary Examinations will be held from Friday 18th October 2019 to Friday 25th October 2019.

The concerned students with pending Special/Supplementary examinations **MUST** Register by completing the applicable **application form** (Special or Supplementary Form). **Completed Application/Registration Forms MUST** be submitted to the **respective Faculty/School Office** before **Wednesday 16th October 2019** for online registration by the Administrative Assistants.

Please note the following:

1. **Special Examinations** are strictly for students who had a **valid reason(s)** to have missed the Regular Examination.
2. Applicants for the **Supplementary Examinations MUST** pay the supplementary fee of **Kshs.500.00** per course for undergraduate programmes and **Kshs.1, 000.00** per course for graduate students.

All other students will sit for scheduled examinations in December 2019, April 2020 and Special/Supplementary examinations in July/August 2020.



Prof. Ernest S. Mohochi

REGISTRAR (ACADEMIC AFFAIRS)

- Copy to:**
- Vice Chancellor
 - Deputy Vice Chancellor (ASA)
 - Ag. Deputy Vice Chancellor (AFD)
 - Deputy Vice Chancellor (PPRI)
 - All Deans/Directors/Registrars/Coordinators/CODs/HODs
 - Students Notice Boards



Kibabii University ISO 9001:2015 Certified