KIBABII UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)
INTERNAL MEMO

From: Registrar (AA) **Date:** 9th December, 2019

To: **ALL 2019 GRADUATES** **Ref:** KIBU/ACA/CORR.45/VOL.2

RE: SCHEDULE FOR COLLECTION OF CERTIFICATES AND TRANSCRIPTS

This is to inform **ALL 2019 KIBU** Graduates of the schedule for collection of Academic Transcripts and Certificates.

The schedule of dates for collection is as follows:

S/No.	Dates	Faculty/School (Programmes)
1	• Monday 20th January, 2020	School of Graduate Studies Programmes
2.	• Tuesday 21st January, 2020 to Thursday 23rd January, 2020	School of Computing and Informatics, Bachelors Programmes
3.	• Friday 24th January, 2020 • Monday 27th January, 2020 to Thursday30th January, 2020	Faculty of Science, Bachelors Programmes
4.	• Friday 31st January 2020 • Monday 3rd February, 2020 to Thursday 6th February, 2020	School of Business and Economics, Bachelor of Commerce Programme
5.	• Friday 7th February, 2020 • Monday 10th February, 2020 to Wednesday 12th February, 2020	(a) B.Ed. (Early Childhood Education) (b) Bachelor of Social Work (c) Bachelor of Criminology (d) Bachelor of Journalism and Mass Communication
6	• Thursday, 13th February, 2020 to Friday 14th February, 2020 • Monday 17th February, 2020 to Wednesday 19th February, 2020	B.Ed. (Science)
7.	• Thursday 20th February, 2020 to Friday 21st February, 2020 • Monday, 24th February, 2020 to Friday 28th February, 2020	B.Ed. (Arts)
8	• Monday 2nd March, 2020 to Thursday 5th March, 2020	(a) Diploma Programmes (b) Certificate Programmes

Please **NOTE** that you are required to:

(i) Have cleared all outstanding fees

(ii) Present yourself in person with the following documents:

a) Original National ID/Passport

b) Original Student ID Card

c) Original **First** and **Second** Clearance Forms

Prof. Ernest S. Mohochi

REGISTRAR (ACADEMIC AFFAIRS)

Copy to: - Vice Chancellor

KIBABII UNIVERSITY 17 DEC 2019 REGISTRAR (ACADEMIC AFFAIRS)