

# KIBABII UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

*Internal Memo*

From: Registrar (AA)

Date: 31<sup>st</sup> January, 2023

To: GRADUATING STUDENTS

Ref: KIBU/ACA/GCPAC/CORR.45/VOL.5

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**SUBJECT: CORRECTION ON ANNOUNCEMENT OF THE 7<sup>TH</sup>  
GRADUATION CEREMONY**

The above subject matter refers.

The announcement released yesterday erroneously provided **2<sup>nd</sup> March, 2023** as the deadline for payment of fees and online clearance.

Please note that the correct deadline is **2<sup>nd</sup> February, 2023** and not 2<sup>nd</sup> March, 2023. This includes payment of **graduation fees**.

Thank you.



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



**Copy to:** Vice Chancellor  
Deputy Vice Chancellor (ASA)

/lm



# KIBABII UNIVERSITY

## ANNOUNCEMENT OF THE 7<sup>th</sup> GRADUATION CEREMONY (TO BE HELD PHYSICALLY)

### 1. DATE

Kibabii University wishes to inform **All** candidates who qualified for conferment of various Degrees and award of Diplomas and Certificates of **Kibabii University** in the **2021/2022 academic year** that the **Graduation Ceremony** will take place **physically** on **Friday 3<sup>rd</sup> March, 2023** starting at **9.00a.m.** at the Graduation Pavilion.

### 2. CLEARANCE

All qualified candidates are requested to do online clearance with the University prior to confirmation of inclusion of their names in the graduation list by **Thursday 2<sup>nd</sup> February, 2023** at **4pm.**

### 3. REHEARSAL

All graduands must attend the rehearsal physically on **Thursday 2<sup>nd</sup> March, 2023** at **9.30a.m.**

### 4. ACADEMIC REGALIA

Graduands should pick academic regalia from their respective Schools/ Faculties between **Monday 27<sup>th</sup>** and **Tuesday 28<sup>th</sup> February, 2023.** Graduation regalia should be returned on or before **Friday 18<sup>th</sup> March, 2023.** Failure to return the regalia by the indicated date will attract a penalty of **Kshs. 500/= (Kenya Shillings five hundred only)** per day.

### 5. FEES

All the candidates who wish to graduate **MUST** clear all their **FEES ARREARS** and clear with relevant offices by **Thursday 2<sup>nd</sup> February, 2023** at **4pm.** **Students with fees arrears will not appear on the Graduation Booklet and will therefore not graduate.**

### 6. CHARGES

The following mandatory non-refundable graduation charges for various categories of graduands payable in Kenya Shillings must be paid on or before **Thursday 2<sup>nd</sup> March, 2023** at **4pm.**

S/No.	Award of	Graduation Fees (Mandatory)	Hire of Academic Regalia Fee	Alumni Fee	Total Graduation Charges
1	Doctoral	5,000.00	2,000.00	1,000.00	8,000.00
2	Masters	4,500.00	1,500.00	1,000.00	7,000.00
3	Postgraduate Diploma	4,500.00	1,500.00	1,000.00	7,000.00
4	Bachelors	4,000.00	1,000.00	1,000.00	6,000.00
5	Diploma	3,000.00	500.00	1,000.00	4,500.00
6	Certificate	3,000.00	500.00	1,000.00	4,500.00

Payable to any of the following Kibabii University Bank Accounts:

S/No.	Bank	Account No.
1	KCB Bank	1137408375
2	Equity Bank	0480261211508
3	Family Bank	077000029979
4	Cooperative Bank of Kenya	01129669927300

**7. ALUMNI ASSOCIATION MEETING**

An Alumni Association Meeting will be held immediately after the rehearsal on **Thursday 2<sup>nd</sup> March, 2023 at 2.00 p.m.**

**8. ENQUIRIES**

For more information, please contact the officer indicated below and/or visit the University website.

Registrar (Academic Affairs)  
Kibabii University  
P.O. Box 1699 – 50200  
BUNGOMA  
Tel: 0708085934  
Website: [www.kibu.ac.ke](http://www.kibu.ac.ke)  
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