

KIBABII UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

INTERNAL MEMO

From: Registrar (AA)

Date: 3rd July, 2023

To: ALL STUDENTS

Ref: KIBU/ACA/RAA/CORR.128/VOL.1

SUBJECT: ENSURING COMPLETENESS OF ACADEMIC RECORDS IN PREPARATION FOR GRADUATION

The above subject refers.

We wish to bring to your attention that preparation for the 8th Graduation Ceremony that is scheduled for the 15th December, 2023 will be made within very strict deadlines in order to comply with requirements.

As such, you are requested to visit your respective CoD's to ensure completeness of your academic records immediately. This will allow time for rectifying whatever may need attention on time.

Please note that there will be no insertion of additional names once the Senate and later the Council approves the Graduation Lists. The date communicated by the Council as the last day will be strictly followed.

Thank you.



Prof. Ernest S. Mohochi
REGISTRAR, ACADEMIC AFFAIRS

Copy to:

- Vice Chancellor
- Ag. DVC (ASA)
- Deans
- CoD's



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Knowledge for Development