

# KIBABII UNIVERSITY

## OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

### INTERNAL MEMO

**From:** Registrar (AA)

**Date:** 16<sup>th</sup> January, 2024

**To:** YEAR 2, 3, 4 & JANUARY 2024  
INTAKE STUDENTS

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

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### **SUBJECT: REGISTRATION AND LECTURE ATTENDANCE SECOND SEMESTER 2023/24 ACADEMIC YEAR**

The above subject refers.

As communicated to you on 13<sup>th</sup> December 2023, this is to remind you that the Second Semester of the 2023/2024 Academic Year commenced on **Monday, 8<sup>th</sup> January 2024**. In preparation for the Second Semester examinations of the 2023/2024 Academic Year, students are hereby advised to take note and adhere to the following:

1. Complete the official process of Registration by Reporting Online on the Student Portal and register your respective Semester Course Units.
2. Lectures shall run from Tuesday, 9<sup>th</sup> January to Tuesday 9<sup>th</sup> April 2024.
3. The last Day to Report/Register Online will be at the End of 20% of the Semester on Friday 2<sup>nd</sup> February, 2024.
4. Complete payment of Fees for the Semester in line with 'Student Fees Policy Clause 4.0'
5. Administration of Second Semester Examinations will start on **Wednesday day, 10<sup>th</sup> April 2024 to Friday, 26<sup>th</sup> April 2024**. A detailed examination timetable will be released in due course.

  
Sr. Dr. Jackyne Okello Alari  
**REGISTRAR, ACADEMIC AFFAIRS**



- Copy to:**
- Vice Chancellor
  - Ag. DVC (ASA)
  - DVC(AFD)
  - Finance Office
  - Deans
  - Dean of Students
  - CoDs

JOA/m



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