

KIBABII UNIVERSITY
OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

Internal Memo

From: Registrar (Academic Affairs)

Date: 16th March, 2026

To: All Students

Ref: KIBU/ACA/RAA/CORR.128/VOL.2

**SUBJECT: CONDUCT DURING SEMESTER TWO EXAMINATIONS OF
2025/2026 ACADEMIC YEAR**

The above subject matters refers:

The Second Semester Examinations for the **2025/2026 Academic Year** are set to begin on **Monday, 23rd March** to **Thursday 2nd April, 2026** for **School of Nursing** and **Friday, 10th to Friday 24th April 2026** for **Schools/Faculties of SOBE, SOE, SCAI, FASS & FS**. This is to remind you of Section **43.2**, Section **43.4**, Section **43.5**, Section **43.7.2 (v)** and, Section **43.9 (22)** of the Students Handbook 2023, about Assessment Requirements, Admission and Conduct in Examinations. This includes, but is not limited to, the following;

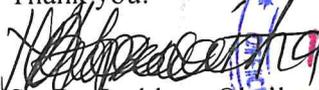
- a. Sitting for examinations without payment of fees shall result in disciplinary action against a student.
- b. Devices with an internet connection shall not be permitted in the examination venue.
- c. Bringing unauthorized material and the use or attempted use of the same in an examination constitutes cheating and shall result in disciplinary action being taken against a candidate.
- d. Students shall display their identification document(s) for marking of the attendance and verification of identity during the examination. The following documents **MUST** be present during an Examination:
 - i. All students **MUST** have completed the online registration of Course Units for Examination on the ERP - Student Portal;
 - ii. Download the Examination Card from the Student Portal; and
 - iii. All students **MUST** have a valid Student Identification Card, National Identity Card and Examination Card.

All students are advised to strictly adhere to the Examination Rules and Regulations. They are encouraged to **clear fees in good time, register and download the Examination Cards**.

Further, **NOTE** that a breach of any regulation relating to the Admission and Conduct in Examination amounts to Examination Misconduct.

Students are reminded that the University operates on a **Zero Fee Balance Policy**.

Thank you.


Sr. Dr. Jacklyne Okello Alari,
REGISTRAR (ACADEMIC AFFAIRS)

- Copy to:**
- Vice Chancellor
 - Deputy Vice Chancellor (ASA)
 - Deputy Vice Chancellor (AFD)
 - Deputy Vice Chancellor (PPRI)
 - Deans and CODs
 - Director, ICT

