

KIBABII UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

INTERNAL MEMO

From: Registrar (Academic Affairs)

Date: 23rd April, 2026

To: ALL STUDENTS

Ref: KIBU/ACA/RAA/CORR.128/VOL.2/65

SUBJECT: REPORTING, REGISTRATION OF COURSES ON THE ERP SYSTEM AND LECTURES - SEMESTER TWO JANUARY INTAKE/ TERM THREE FOR TVET FOR THE 2025/2026 ACADEMIC YEAR

The above subject matter refers.

This is to inform ALL STUDENTS that the Second Semester for the January Intake and Term Three for TVET of the 2025/2026 Academic Year will commence on **MONDAY, 4TH MAY 2026**. All students are advised to adhere to the following guidelines:

- 1. Reporting and Registration of Courses:** Each student must complete the official ONLINE reporting and registration process on their STUDENTS' PORTAL on the ERP. The LAST DAY of Reporting/Registration will be Friday, **15th May 2026**, END of 20% of the Semester.
- 2. Retake and Repeat of Courses:** All continuing students retaking and/or repeating courses in the programmes available during this session are reminded to submit their requests for consideration by **15th May 2026**. Students repeating courses MUST attend lectures as prescribed.
- 3. Lectures:** All students are required to attend all scheduled lectures as indicated on the respective teaching timetables. The LECTURE PERIOD will run from **Tuesday, 5th May to Friday 10th July 2026** for the School of Education (SOE), School of Business and Economics (SOBE), School of Computing and Informatics (SCAI), Faculty of Science (FS) and Faculty of Arts and Social Sciences (FASS).
- 4. Blended Mode of Teaching and Learning:** The Semester/Trimester teaching and learning is on a blended mode. All students MUST enroll in the Learning Management System (LMS) by **15th May 2026** and attend all ONLINE sessions as guided by the respective lecturer. The Directorate of ODeL shall provide the required support.

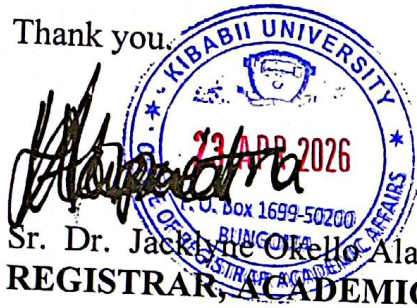


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5. **Fee Payment:** Students are required to complete payment of Fees for the Second Semester/Term Three of 2025/2026 Academic Year in line with 'Student Fees Policy Clause 4.0
6. **Examinations:** All students **MUST** confirm Registration for Examinations by **Friday, 10th July 2026**, through the individual student portal and print the Examination Card.

Thank you



Sr. Dr. Jacklyn Okello Alari
REGISTRAR, ACADEMIC AFFAIRS

- Copy to:**
- Vice Chancellor
 - DVC (ASA)
 - DVC (AFD)
 - DVC (PPRI)
 - Finance Officer
 - Deans and Directors
 - In Charge, Student Affairs
 - Chairpersons of Department

JOA/lm



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