



KENYATTA UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC)

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INTERNAL MEMO

FROM: REGISTRAR (ACADEMIC)

DATE: 19TH OCTOBER, 2021

TO: ALL 1ST YEAR 2021/2022 AND
CONTINUING KUCCPS STUDENTS

REF: KU/COA/REG.ACAD/05/VOL.1

SUBJECT: NOTICE TO ALL 1ST YEAR 2021/2022 AND CONTINUING KUCCPS STUDENTS SEEKING INTER/INTRA SCHOOL TRANSFERS

This is to inform all 1st Year 2021/2022 and Continuing KUCCPS students seeking Inter/Intra School Transfers that the receiving and processing of the requests shall be conducted as follows:

ACTIVITY	TIMELINE
Deadline for receiving Inter/Intra School Transfer applications.	22 nd October 2021 (12:00 Noon)
Posting of Inter/Intra School Transfer results on respective Schools Notice Boards.	25 th October 2021
Collection of Inter/Intra School Transfer letters from respective schools from which the transfer was requested from.	29 th October 2021
Submission of accepted/declined Inter/Intra School Transfers to new programmes at Admissions Data Office (Room 116).	2 nd November 2021

Kindly note that no Inter/Intra School Transfer applications shall be received after the 22nd October 2021 12:00 Noon deadline and that the above deadlines will not be extended.

You are requested to adhere to the above schedule of activities and observe all COVID-19 prevention protocols put in place by the Ministry of Health and the University.

Thank you.

DR. BENARD KIVUNGE
AG. REGISTRAR (ACADEMIC)



CC: Vice-Chancellor
Deputy Vice-Chancellor (Academic)
All Deans of Schools
Manager, Online Communications – *To upload on the University website*

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