

Revised



KENYATTA UNIVERSITY
DIRECTORATE OF ACCOMMODATION SERVICES
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INTERNAL MEMO

From: Director, Accommodation Service **Date:** 13th September, 2019

To: All Residential Students

Ref: KU/ASD/CIRC/64/VOL.1/10

SUBJECT: REMINDER ON DEADLINE FOR SIGNING IN TO ROOMS FOR 1ST SEMESTER 2019/2020

This is to remind all students that have been allocated rooms during the 1st and 2nd allocation that the deadline for signing into the hostels with the respective housekeepers is **TUESDAY 17TH September, 2019 5.00 pm.**

Please note that signing in requires that **one has cleared all tuition and accommodation fees** or been officially cleared for temporary accommodation by Director Accommodation Services as per policy.

NB. 1. Any bed spaces not checked into by the above deadline will be repossessed and re-allocated to those who have applied for 3rd allocation.

2. You are reminded that all monies for accommodation and tuition fees are strictly paid **directly into KU bank accounts.** No person should call you asking you to pay them any money (in cash or by Mpesa or any other mobile transaction) to secure your accommodation. Report any such persons to the office of Director Security, Kenyatta university

Please note that this deadline excludes students of Engineering.

• Thank you.

DR. BEATRICE KATHUNGU
DIRECTOR, ACCOMMODATION SERVICES