



**KENYATTA UNIVERSITY
OFFICE OF THE REGISTRAR (ACADEMIC)**

REMINDER

FROM: REGISTRAR (ACADEMIC)

DATE: 16TH JANUARY, 2019

TO: ALL NEW AND CONTINUING FULL-TIME, PART-TIME
AND DIGITAL SCHOOL UNDERGRADUATE AND
POSTGRADUATE STUDENTS

REF: KU/RAC/ADMISSIONS/VOL. 2/45 (91)

**SUBJECT: STUDENTS REGISTRATION GUIDELINES AND DEADLINES
– SECOND SEMESTER 2018/2019 ACADEMIC YEAR**

This is to remind the above mentioned category of students that the registration deadlines for Second Semester, 2018/2019 Academic Year are as follows:

1) Deadline for Payment of Fees: Friday, 8th February, 2019

Students are expected to have completed payment of the required fees by Friday, 8th February, 2019

2) Deadline for On-line Registration of Units: Friday, 15th February, 2019

Students are expected to have completed on-line registration of units by Friday, 15th February, 2019.

IMPORTANT NOTES ON GUIDELINES FOR UNITS REGISTRATION:

- Units registration guidelines have been uploaded on the university's support site under: <https://support.ku.ac.ke>>>view entire knowledgebase>>Campusvue guides>>online unit registration.
- All students should ensure that they follow all the relevant steps to register units successfully.
- Cases of "attempted registration" will not be approved/not be entertained.

Those students who will **NOT** have completed their registration for the Second Semester 2018/2019 Academic Year by the above deadlines are **required to call off the semester.**

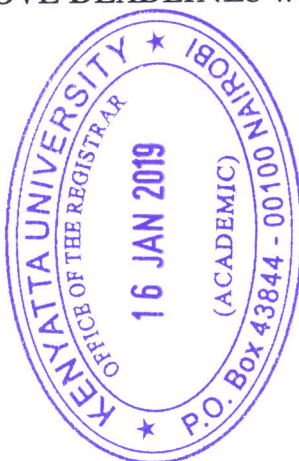
PLEASE NOTE THAT THE ABOVE DEADLINES WILL NOT BE EXTENDED.

Thank you.

**PROF. ANDANJE MWISUKHA
AG: REGISTRAR (ACADEMIC)**

CC:

- Vice Chancellor
- Deputy Vice Chancellors
- Registrars
- Chief Finance Officer
- Deans of Schools
- Director of Student Affairs
- Directors of Campuses
- Director, ICT



- Chairmen of Departments
- Heads of Sections in Academic Division
- Mrs. R. Mworio-Office of Deputy Vice-Chancellor
- Head, Students Finance Sections
- KUSA Chairman
- KUSA Academic Secretary
- All Notice Boards