



KENYATTA UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC)

Email: registrar-acad@ku.ac.ke EXT: 3061

INTERNAL MEMO

FROM: REGISTRAR (ACADEMIC)

DATE: 10TH AUGUST, 2023

TO: SEE BELOW

REF: KU/TPS/SMD/VOL.II

SUBJECT: SCHEDULE OF KEY ACADEMIC ACTIVITIES FOR CONTINUING EDUCATION PROGRAMMES (CEP) FIRST TRIMESTER, 2023/2024 ACADEMIC YEAR

Please find below the schedule of key Academic Activities for Continuing Education Programmes (CEP) First Trimester, 2023/2024 Academic Year as per the approved Semester Dates:

DATE

SCHEDULED ACTIVITY

28 th August 2023	Virtual Commencement of 1 st trimester, 2023/2024 academic year
29 th Aug. - 4 th Sept. 2023	Virtual Registration of newly-admitted 1 st year students
29 th Aug. - 4 th Sept. 2023	Online registration of Units for all year groups
4 th Sept. - 20 th Oct. 2023	Virtual lectures via Google Meet
16 th September, 2023	Virtual Orientation for newly-admitted 1 st year students
2 nd - 6 th Oct. 2023	1 st CATs (online) for all year groups
6 th October, 2023	Deadline for fee payment
13 th October, 2023	Deadline for Units registration/adjustment
13 th October, 2023	Deadline for receiving set exams from Departments
20 th Oct. - 1 st Dec. 2023	Online Learning (online activities/Asynchronous/discussion forums, Quiz and Assignment)
23 rd October, 2023	Commencement of Provisional Units Registration for second trimester
3 rd November, 2023	Deadline for Provisional Units Registration for second trimester
6 th - 10 th November, 2023	2 nd CATs (online) for all year groups
27 th Nov.- 1 st Dec. 2023	Practicals/Practicum (Relevant Departments)
1 st December, 2023	End of online/face-to-face teaching and learning
18 th December, 2023	Arrival of all year groups at main and satellite Campuses
19 th December, 2023	Collection of Exam Cards at respective Schools
20 th - 23 rd December, 2023	1 st Trimester Examinations (2023/2024)
12 th January, 2024	Deadline for receiving applications for incompletes and Special Examination

Kindly circulate the schedule to all your staff members and emphasize on strict adherence.

Please note that any communication on Semester Dates to members of staff and students can only be made by the Deputy Vice-Chancellor (Academic) or the Registrar (Academic) after approval by the University Management and Senate.



KENYATTA UNIVERSITY

Thank you.

PROF. BENARD KIVUNGE
AG. REGISTRAR (ACADEMIC)

TO:

1. All Chairmen of Departments
2. All Executive Deans of Schools
3. All Directors of Campuses
4. All Directors of Directorates Centres
5. Director, Student Affairs
6. Director, ICT
7. On-line Communications Manager - *(Please upload on the Website)*
8. All Heads of Sections
9. All Heads of Finance Section
10. KUSA Chairman and Academic Secretary

cc: Vice-Chancellor
Deputy Vice-Chancellors
Registrars
Chief Finance Officer
Chief University Librarian

HOB/laa