



KAIMOSI FRIENDS UNIVERSITY (KAFU)

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

/0743-522152

E-mail: registrar_aa@kafu.ac.keWebsite www.kafu.ac.ke

P.O. Box, 385

Kaimosi – 50309

Kenya

GRADUATION APPLICATION FORM

To be filled in duplicate (original to be submitted to the Office of Registrar (Academic Affairs) and a copy to be retained by the applicant).

SECTION A: Graduands details

School.....

1. Name (in full) (as per the Admission Letter)

.....

2. Registration No..... Mobile No:

3. E-mail address..... 4. Ph.D./Masters/Bachelor/Diploma/Certificate programme (tick where applicable) and (indicate option where applicable)

5. Name of Programme:

6. Number of courses/Units successfully completed

| S.No. | Academic Year of study | Semester 1 /Trimester 1 | | Semester 2 / Trimester 2 | | Semester 3 / Trimester 3 | | TOTAL | |
|-------|------------------------|-------------------------|--------------|--------------------------|--------------|--------------------------|--------------|----------------|--------------|
| | | No. of Courses | No. of Units | No. of Courses | No. of Units | No. of Courses | No. of Units | No. of Courses | No. of Units |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |
| 6 | | | | | | | | | |

7. Academic year in which the programme was completed.....

Student's signature: Date:

SECTION B - *For official use only:*

8. Confirmed: ☐ /Not Confirmed ☐ to graduate (tick as appropriate)

9. Dean of School: Signature..... Date..... Stamp.....

10.Registrar (Academic Affairs) Signature: Date:Stamp.....

Essential Instructions

1. **Attach a copy of your National ID.**

VERSION A

REVISION: 01

2. **You are responsible for any error of omission or commission while filling this form.**
3. **You will NOT be allowed to graduate if;**
 - i) **You have not completed studies or has a supplementary.**
 - ii) **You have a pending disciplinary case, still on suspension or discontinued.**
 - iii) **You have a fee balance.**
 - iv) **You give false information in this graduation application form.**



Kaimosi Friends University (KAFU) is ISO 9001:2015 certified