



KAIMOSI FRIENDS UNIVERSITY (KAFU)

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

Tel. No. 0773-040-235/0777-373-633

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P.O. Box, 385

Kaimosi – 50309

Kenya

**KAIMOSI FRIENDS UNIVERSITY FIRST GRADUATION CEREMONY TO BE HELD
ON WEDNESDAY, 21ST DECEMBER 2022.**

Kaimosi Friends University (KAFU) wishes to inform ALL CANDIDATES who qualified for conferment of various Degrees, award of Diplomas and Certificates in the 2021/2022 Academic Year, as well as members of the public, that the 1st Graduation Ceremony will be held on Wednesday, 21st December, 2022 at the KAFU Graduation Grounds. Guests and ALL invited graduands should be seated by 8.00 am.

Kindly take note of the following:-

1. Clearance of fees and confirmation of graduation status

Only graduands who shall have PAID ALL FEES including Graduation Fees, cleared with all sections and departments, and submitted their clearance forms to the Office of Registrar (Academic Affairs) by Friday, 25th November, 2022 shall be eligible for graduation.

Graduands shall confirm their GRADUATION STATUS from their respective Schools by filling the GRADUATION APPLICATION FORM available at the University website by Friday, 25th November, 2022.

2. Graduation fees

The graduation fees for the various categories of graduands, which must be paid on or before Friday, 25th November, 2022 are as tabulated below:-

S. No.	Category	Graduation fees (KSHS)	Fee for hire of Academic attire (KSHS)	Alumni fee (KSHS)	Total graduation charges (KSHS)
1.	Masters	5,000.00	1,000.00	1,000.00	7,000.00

2.	Bachelors	4,500.00	1,000.00	1,000.00	6,500.00
3.	Diploma	3,500.00	500,00	1,000.00	5,000.00
4.	Certificate	2,500.00	500.00	1,000.00	4,000.00

3. Bank accounts

All students are required to pay fees through the following bank account.

S. No	Account Name	Account Number	Bank	Branch
1.	KAFUCO	0960271081548	Equity Bank	MBALE BRANCH

4. Academic Attire

The academic regalia will be collected from the respective schools between Tuesday, 13th December, to Friday, 16th December, 2022 and returned latest Friday, 13th January, 2023. Delay in returning the Academic attire shall attract a penalty of Kshs 500.00 per day after Friday, 13th January, 2023.

5. Rehearsal

Rehearsal will take place at the University Graduation Grounds on Tuesday, 20th December, 2022 beginning at 10.00 am. All invited graduands should be in full academic regalia and be seated by 9.30 am for the rehearsal.

6. Invitation cards

Each graduand will receive two (2) invitation cards from respective Deans of Schools as from 13th December, 2022.

NOTE : Certificates shall be ready for collection shortly after graduation. Certificates shall be collected in person as from 9.00 am to 4.00 pm every Wednesday upon returning the graduation gown. The University shall not replace lost certificates. Certificates stored for a period of more than a year shall attract a charge of Kshs. 1,000.00 per year.

7. Enquiries

For more information please contact:-

Registrar (Academic Affairs)
P.O Box 385-50309
KAIMOSI
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