



KAIMOSI FRIENDS UNIVERSITY (KAFU)

Office of the Registrar (Academic Affairs)

Memo

From: Registrar (AA)

Date: 13th March, 2025

To: ALL STUDENTS

Ref: KAFU/501/SM/012/VOL. 3 (57)

SUBJECT: CONDUCT DURING SEMESTER II EXAMINATIONS

This is to inform all students that end of Semester II examinations for academic 2024/2025 will commence on 3rd April 2025 and will end on 17th April, 2025. During the entire examination period you are required to abide by examination rules some of which include:

1. Avail yourself at the examination venue 15 minutes before the exams starts.
2. Do not write on the question paper.
3. Write your registration number, course codes and course titles on answer booklets.
4. Provide your University student identification Card and a duly signed examination card.
5. No books, bags, notes, rough papers and any other paraphernalia should be brought to examination rooms.
6. Invigilators have authority to confiscate any unauthorized materials and expel any candidate from the examination room who creates disturbance.
7. Phone(s), smart watches, ear phones or any other unauthorized digital and AI gadgets and applications are not allowed in the exam room.
8. Do not leave the examination room when the examination is in progress (without permission).
9. Dress decently during examinations.

You are expected to familiarize yourself with **ADDITIONAL** regulations in the Student Code of Conduct: Rules and Regulations. Please note that a contravention of these will lead to disciplinary action stipulated in the Student Code of Conduct: Rules and Regulations.

Kindly note that any student involved in exam malpractice will be expected to appear before the disciplinary committee with his/her parent(s). Failure to honour the invitation will lead to the verdict/penalty being passed in his/her absence.

Dr. Jane Amunga
Senior Assistant Registrar (AA)



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Deputy Vice-Chancellor (ASA&R)
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In-charge Students' Affairs
Chairman KAFUSA
Directorate of ICT- To upload on the University website
In-charge Security



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