KAIMOSI FRIENDS UNIVERSITY

Office of the Registrar (Academic Affairs)

From: Registrar (AA) **Date:** 5th October, 2026

To: All Students **Ref:** KAFU/501/SM/012/VOL. 3 (123)

SUBJECT: ISSUANCE OF STUDENTS' IDENTIFICATION CARDS

The University has noted concerns raised by students regarding the identification and verification procedures at the University entrance gates, particularly among students who have not yet been issued with official Student Identification Cards.

As arrangements for production of the official Student Identification Cards are being finalized, the University will issue affected students with **temporary identification cards** to facilitate smooth access to the University and minimize inconvenience or delays at the entrance gates.

Accordingly, all affected Year 1 and Year 2 students are required to present themselves for issuance of temporary identification cards and photography for processing of the official cards according to the schedule below:

No.	School/Programme Group	Date	Time
1	Science	Tuesday, 6/10/2026	9.00 – 11.00 am
2	Business and Economics	Tuesday, 6/10/2026	11.00 – 12.00 pm
3	Computing and Information Technology	Tuesday, 6/10/2026	12.00 - 2.00 pm
4	Health Sciences	Tuesday, 6/10/2026	2.00 – 4.00 pm
5	Education and Social Sciences (EDS; BID)	Wednesday, 7/10/2026	9.00 – 11.00 am
6	Education and Social Sciences (EDF; BCR)	Wednesday, 7/10/2026	11.00 – 12.00 pm
7	Education and Social Sciences (EDF; BCR)	Wednesday, 7/10/2026	12.00 - 1.00 pm
8	Education and Social Sciences (EDF; BCR)	Wednesday, 7/10/2026	1.00 – 2.00 pm
9	Education and Social Sciences (EDA)	Wednesday, 7/10/2026	2.00 – 4.00 pm

Students are required to:

1. Report on the date and time assigned to their School/programme.
2. Bring a valid University admission letter for identification/verification.
3. Ensure that their personal details are accurately captured.
4. Have their photographs taken for processing of the official Identification Card.
5. Retain and use the temporary identification card until the official card is issued.
6. Cooperate for efficiency and smooth running of the exercise

The temporary identification card is an **interim measure** intended to facilitate students' smooth access to the University while the official Student Identification Cards are being processed.

Please comply with the schedule and cooperate fully with the officers facilitating the processes to ensure smooth and efficient exercise.

Dr. Samwel Munda
Registrar (Academic Affairs)

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