



KAIMOSI FRIENDS UNIVERSITY (KAFU)

Office of the Registrar (Academic Affairs)

Memo

From: Registrar (AA)

Date: 10th November, 2025

To: All Graduating Students 2024/2025

Ref: KAFU/501/SM/12/VOL. 3 (79)

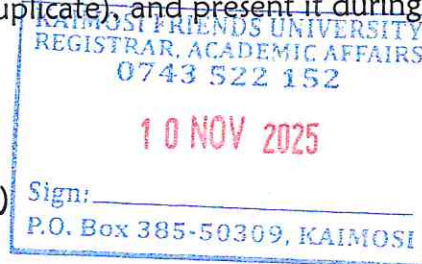
SUBJECT: NOTICE TO ALL GRADUATING STUDENTS

All graduating students are hereby informed that the academic regalia (gown, hood, and cap) will be issued from Monday, 17th November to Tuesday, 18th November 2025 at their respective schools. The regalia must be returned by Friday, 5th December 2025.

Please note that a penalty of Kshs. 500.00 per day will be charged for every day the academic dress is returned after 5th December 2025.

Graduating students are also required to download the Gown Hire Form from the University website fill it in (duplicate), and present it during the collection of the regalia.


Dr. Jane Amunga
Senior Assistant Registrar (AA)



CC:

- Deputy Vice-Chancellor (ASA&R)
- Deputy Vice-Chancellor (AFP&D)
- Finance Officer
- Deans of Schools
- In-charge ICT – to upload on the website
- Students Portals
- Students Notice Boards



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