



KAIMOSI FRIENDS UNIVERSITY (KAFU)

Office of the Registrar (Academic Affairs) Memo

From: Registrar (AA)

Date: 3rd October, 2025

To: ALL STUDENTS

Ref: KAFU/501/SM/012/VOL. 3 (077)

SUBJECT: DEADLINE FOR PAYMENT OF FEES AND REGISTRATION OF COURSE UNITS (SEMESTER I- 2025/2026 ACADEMIC YEAR)

This is to remind **ALL STUDENTS** that as per the revised Fee Policy and Guidelines, the deadline for fee payment and other charges in respect of their programs is **60% by the 6th week (17th October, 2025)** and **40% by the 10th week (14th November, 2025)**. Registration shall not be deemed complete until all Semester One fees is paid in full (including accommodation fee).

Therefore, students are advised to make their payments by **13th November, 2025** since it takes 24 hours for fees paid to reflect in the system.

Kindly note that you will be expected to register course units before portals close. There will be no late course unit registrations due to payment of fees on the very last day of set timelines as this will not reflect in the system therefore locking out students automatically.

Students are therefore, advised to make proper financial plans to avoid disrupting their studies for failure to comply with the fee policy.

Also, note that any student with the problem of course registration and portal issues, are advised to contact their Chairs of Department and In-charge ICT respectively.


Dr. Jane Amunga

Senior Assistant Registrar (AA)

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- Vice Chancellor
- Deputy Vice Chancellor (AS&R)
- Deputy Vice Chancellor (AFP&D)
- Finance Officer
- ICT – To upload
- Chair, KAFUSA
- Students portals



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