

KARATINA UNIVERSITY
OFFICE OF THE REGISTRAR

(ACADEMIC, RESEARCH AND STUDENTS' AFFAIRS)

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P.O Box 1957-10101,KARATINA

NOTICE

REF: KarU/Rg.ARSA/1/Vol.6)

DATE: 6th May,2021

TO: All 2019/2020 Graduates

SUBJECT: COLLECTION OF ACADEMIC CERTIFICATES

This is to inform **2019/2020** Graduates that their Certificate are ready for collection from the office of Registrar(ARSA) beginning **Monday 10th May 2021** between **8.00am** and **5.00pm**.

The following personal documents (Original) **MUST** be produced for issuance of the certificate:

1. National Identity Card
2. Dully filled and approved clearance form.
3. Hire of Academic Gown Form.
4. Duly stamped Fees Statement.

NOTE

- a) *Certificates not collected after six months will attract storage fees.*
- b) *Under no Circumstance shall a Certificates be issued to a third party.*

Thank you.



Dr. Wangari Gathuthi
REGISTRAR (ARSA)

Cc Vice Chancellor
Deputy Vice Chancellor (ARSA)
Deputy Vice Chancellor (PFA)
Registrar (P&A)
Ag. Finance Officer
Deans of Schools
Ag. Director ICT
Dean of students
Schools Administrative Assistants