

KARATINA UNIVERSITY

OFFICE OF THE REGISTRAR

(ACADEMIC, RESEARCH AND STUDENTS' AFFAIRS)

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INTERNAL MEMO

FROM: Registrar, ARSA

DATE: 28th May, 2021

TO: All students

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

RE: NEW COURSE REGISTRATION TIMELINES FOR SECOND SEMESTER 2020/2021 ACADEMIC YEAR AND START OF EXAMINATION REMINDER

Reference is made to a memo KarU/Rg.ARSA/1/Vol.6 dated 17th May, 2021 on extension of deadline for registration of courses for Second Semester 2020/2021 Academic Year. This is therefore to notify all student that a window has been provided for online course registration beginning **Monday 31st May, 2021 to Friday 4th June, 2021**. Consequently, students are advised to take advantage of the new registration dates. Further, advised as follows:

1. To confirm **REGISTRATION FOR THE CURRENT YEAR AND SEMESTER** of study (Second Semester 2020/2021 Academic Year).
2. To confirm **UPTO DATE FEES PAYMENT** status by downloading fees statement reflecting a student current year of study.
3. To ensure registration through student portal of **ALL COURSES** undertaken in the Second Semester 2020/2021 Academic Year and also ensure listing on Examination Attendance Form as well as avoid missing marks upon release of examination results.
4. To ensure evaluation of all courses registered, failure to which examination Cards will not be downloadable.
5. To print examination card that provides evidence of having taken an examination, following it authentication by invigilators signature.

All students are also reminded that:

1. Failure to register within the given new timelines, one is expected to defer studies.
2. The government funding cycle lapses after the expected consecutive four (4) years of study. Therefore, it is important that a student completes studies within the four-year cycle.
3. The end of Second Semester 2020/2021 Academic Year **Examinations start on 14th June 2021 and end on 30th June 2021**.
4. The Examination Timetable is available on the University Website <https://karu.ac.ke/final-examination-time-tables>
5. Adequate preparation for examination is important for smooth transition and eventual successful graduation.

Please be advised accordingly.
Thank you.



Dr. Wangari Gathuthi
REGISTRAR (ARSA)

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