

KARATINA UNIVERSITY
OFFICE OF THE REGISTRAR
(ACADEMIC AFFAIRS)

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INTERNAL MEMO

FROM: Registrar, AA

DATE: 5th January,2022

TO: All First Year Students (2021/22 AY)

REF: KarU/Rg. AA/1/Vol.8

RE: RE-OPENING OF THE ERP SYSTEM FOR ONLINE REGISTRATION OF FIRST SEMESTER COURSES, 2021/2022 ACADEMIC YEAR

Kindly refer to a communication dated 19th October 2021 referenced KarU/Rg.ARA/1/Vol.8 regarding first semester 2021/22 AY timelines. Among the timelines, was the online courses registration timeline issued as Friday 5th November 2021.

A report on online courses registration indicate that **Two hundred and Forty-Seven (247)** students have registered less or zero online courses.

This is therefore to bring to your attention that the ERP system will be re-opened to allow the referenced group of students' register courses online between **Thursday 6th January, 2022 to Monday 10th January, 2022.**

Note that this will be the last chance of reopening the ERP system for registration of first semester courses and examinations, 2021/22 academic year. The students who will not have registered at the end of the given timelines will be expected to defer the studies. Every student **MUST** have an examination card to be eligible for examinations.

Kindly expedite and be advised accordingly.

Thank you,



Dr. Wangari Gathuthi
REGISTRAR (AA)



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