

**KARATINA UNIVERSITY
OFFICE OF THE REGISTRAR
(ACADEMIC AFFAIRS)**

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INTERNAL MEMO

FROM: Registrar (AA)

DATE: 26th October, 2022

TO: BSc. Nursing, 4th Year 2018 intake
BSc. Nursing, 3rd Year 2019 intake

REF: KarU/Rg. AA/1/Vol.9

SUBJECT: REMINDER OF SECOND SEMESTER 2021/2022 ACADEMIC YEAR TIMELINES

The Second Semester of 2021/2022 Academic Year for BSc. Nursing students (**4th Year 2018 intake BSc. Nursing, and 3rd Year 2019 intake**) commenced on **Monday, 12th September 2022**, and will end on **Friday 20th January 2023**. In preparation for Second Semester examinations for the 2021/2022 Academic Year, students are hereby reminded of the listed Timelines:

- i) To have completed **Online Semester Registration** by **Friday, 7th October 2022** in line with *Fee Payment Policy Clause 5.5 (d) The individual Student whose name will not be in class list of bona fide students will be deregistered from the Semester after the lapse of 20% class attendance rule*” (**20% Registration Rule**).
- ii) To have completed **Online Registration** of courses for blended learning through **Learning Management System (LMS/Moodle)** Student account by **Friday, 7th October 2022** and attended classes as expected.
- iii) Complete payment of Fees for Second Semester of 2021/2022 Academic Year by **Friday, 4th November 2022** in line with ‘*Fees Payment Policy Clause 5.2*’ including but not limited to the following:
 - Students will pay all fees on the day of admission and/or registration.
 - Students with financial challenges may be allowed to pay in two instalments; 60% and above on admission or registration day and the balance of 40% be cleared by 40th day after the beginning of the semester (**Friday, 4th November 2022 (40th Day Rule)**).
- iv) Confirm **Registration for Examinations** by **Friday, 4th November 2022** through the individual student portal and print the Examination Card. Students are required to complete an evaluation of courses he/she has registered for in the Semester before printing the Examination Card.
- v) Continuous Assessment Tests were scheduled as follows:
 - First Continuous Assessment Test: between **3rd October 2022** to **21st October 2022** (4th to 6th Week)
 - Second Continuous Assessment Test: between **31st October 2022** to **18th November 2022** (8th to 10th Week)
- vi) Administration of First Semester Examinations will start on **Monday, 9th January 2023** to **Friday, 20th January 2023**. A detailed examination timetable will be released in due course.
- vii) All students are reminded to adhere to Covid-19 containment measures.

Thank you.



Dr. Wangari Gathuthi
REGISTRAR (AA)



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