

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

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INTERNAL MEMO

FROM: Registrar (AA)

DATE: 29th March, 2023

TO: All Students

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

RE: RE-OPENING OF THE ERP SYSTEM FOR ONLINE REGISTRATION OF SECOND SEMESTER COURSES, 2022/2023 ACADEMIC YEAR)

The deadline for online courses registration for second semester 2022/2023 Academic Year was issued as Friday, 3rd March 2023 for the first and second year students and Friday, 17th March 2023 for the third and fourth year students. An analysis on online courses registration post the deadline indicated that a total of **One Thousands Eight Hundred and Twenty-Seven (1,827)** students had cleared their fees balances but had not registered online courses.

This is to bring to your attention that the ERP will be re-opened to allow the above indicated group of students register courses online between **Monday, 3rd April 2023 to Friday, 14th April 2023**. Note that this will be the last chance for reopening the ERP system for registration of Second Semester courses, 2022/2023 Academic Year. Students who will not have registered at the end of the given timeline will be expected to defer studies.

Be advised accordingly,

Thank you


Dr. Wangari Gathuthi
REGISTRAR (AA)



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