

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

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INTERNAL MEMO

FROM: Registrar (AA)

DATE: 19th April, 2023

TO: 3rd Years; 4th Years & Post Graduate 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 course registration of Second Semester 2022/2023 Academic Year was issued as Friday, 17th March 2023 for the Third; Fourth Year and Post Graduate students. An analysis on online courses registration post the deadline indicates that a total of **Seven Hundred and Seventy Eight** students have cleared their fees balances but had not registered online courses.

This is to bring to your attention that the ERP has been re-opened to allow the above indicated group of students register courses online between **Tuesday, 18th April 2023 to Friday, 28th 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