

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

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**INTERNAL MEMO**

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**FROM:** Registrar (AA)

**DATE:** 19<sup>th</sup> September, 2023

**TO:** First Year Students (2023/2024 AY)

**REF:** KarU/Rg.AA/1/Vol.10

**SUBJECT: FIRST SEMESTER 2023/2024 ACADEMIC YEAR TUITION TIMELINES**

First Semester of the 2023/2024 Academic Year tuition commenced on **Monday, 18<sup>th</sup> September 2023**. All students are therefore advised to take note and adhere to the listed timelines.

- i) To complete **Online Registration** of courses for blended learning through **Learning Management System (LMS/Moodle)** Student account on or before **Friday, 13<sup>th</sup> October 2023**, and attend classes as expected.
- ii) Continuous Assessment Tests are scheduled to be administered as follows:
  - First Continuous Assessment Test: between **9<sup>th</sup> October, 2023** to **27<sup>th</sup> October, 2023** (4<sup>th</sup> to 6<sup>th</sup> Week).
  - Second Continuous Assessment Test: between **6<sup>th</sup> November, 2023** to **24<sup>th</sup> November, 2023** (8<sup>th</sup> to 10<sup>th</sup> Week)
- iii) Administration of First Semester Examinations will start on **Monday, 15<sup>th</sup> January 2024** to **Friday, 26<sup>th</sup> January 2024**. A detailed examination timetable will be released in due course.

**Note: That the fees payment timelines and registration of courses in the ERP will be issued once the Government releases data on students Funding.**

Thank you.



**Dr. Wangari Gathuthi**  
**REGISTRAR (AA)**

Cc

Vice Chancellor  
Ag. Deputy Vice Chancellor (ARSA)  
Ag. Deputy Vice Chancellor (PFA)  
Registrar (P&A)  
Ag. Finance Officer



Director ICT  
Deans of Schools  
Dean of Students  
Heads of Departments  
Schools Administrative Assistants