

KARATINA UNIVERSITY
OFFICE OF THE REGISTRAR
(ACADEMIC AFFAIRS)

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P.O. Box 1957- 10101, KARATINA

INTERNAL MEMO

From: Registrar (AA)

Ref: 25th June, 2024

To: 2024/2025 First Year Students

Date: KarU/Rg.AA/1/Vol.11

RE: CHANGE OF PROGRAMME IN 2024/2025 ACADEMIC YEAR

This is to notify all First Year Students in the 2024/2025 Academic Year who seek to change programme initially placed that they submit requests by **Tuesday, 9th July, 2024 through filling in the details required via the link provided below:**

<https://forms.gle/n9nQsJzDrwY4LY5K6>

In order to fill the request, students are required to use their University email address. To access your University email, please follow the link provided on this page to retrieve your email; <https://email.karu.ac.ke>

Request for change of programme shall **Only be Approved** on the following conditions:

- 1) The student has met **KUCCPS Cluster Points** of the programme he/she seeks to change to;
- 2) The student has met **specific programme Professional Requirements** including; Teachers Service Commission, Kenya Nutrition and Dietetics Institute and Nursing Council and;
- 3) There is a **vacancy in the programme intended to change.**

NB:

- 1) Results for Change of Programme will be communicated on **Thursday, 18th July 2024 through respective University email addresses.**

Thank you.



Dr. Wangari Gathuthi
Registrar (Academic Affairs)

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

