



KARATINA UNIVERSITY

Inspiring Innovation and Leadership

OFFICE OF THE REGISTRAR

(ACADEMIC AFFAIRS)

INTERNAL MEMO

FROM: Registrar (AA)

DATE: 6th July 2026

TO: All Students

REF: KarU/Rg. AA/1/Vol. 12

RE: SPECIAL/SUPPLEMENTARY EXAMINATIONS 2025/2026 AY

The Special/Supplementary Examinations are scheduled to take place from **Monday, 24th August 2026 to Friday, 28th August 2026**. The Special Senate meeting held on 6th November approved the examination be Special/Supplementary Examinations be exclusively for the graduating class (2026) only.

Section 1:7:9 of the revised common rules and regulations for examinations provides that a student who fails in the first supplementary attempt will be eligible for a second supplementary attempt. If the student fails in the second supplementary attempt, the student will be expected to retake the course.

Therefore, take note of the following:

1. The examinations shall cover only the affected courses for the graduating class:
 - a) Year 3 courses offered during the 2024/2025 Academic Year, and
 - b) Year 4 courses offered during the 2025/2026 Academic Year.
2. Students currently in Year 3 during the 2025/2026 Academic Year shall be eligible to sit for supplementary examinations for Year 3 courses being offered during the session.
3. Any outstanding courses for the graduating class Year 1 (2022/2023 Academic Year) and Year 2 (2023/2024 Academic Year) shall be treated as retake courses and administered in the subsequent academic year.
4. Students in Years 1, 2 and 3 (2025/2026 Academic Year) shall register for their Special/Supplementary examinations during the regular examination registration period.



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5. Students with Special/Supplementary examinations shall be required to register and book for the examinations through their student portal.

Kindly be guided accordingly.

Thank you.



Dr. Wangari Gathuthi
REGISTRAR (AA)



CC: Vice Chancellor
Deputy Vice Chancellor (ARSA)
Deputy Vice Chancellor (PFA)
Deans of Schools
Director, QA
Schools Administrative Assistants
Examinations Office



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