



# MACHAKOS UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)

## NOTICE

**FROM: REGISTRAR (ASA)**

**REF: MKSU/REG-ASA/NOT/VOL**

**TO : ALL STUDENTS**

**DATE: 17<sup>TH</sup> October, 2018**

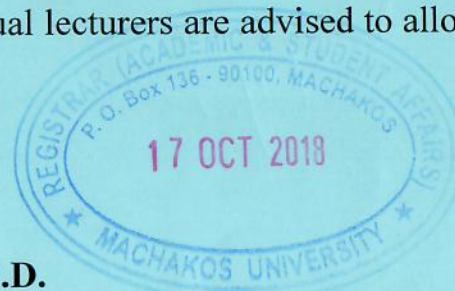
**SUBJECT: REPORTING IN THE SYSTEM, PAYMENT OF FULL FEES AND REGISTRATION OF UNITS**

The above subject matter refers.

This serves to remind all students that they must report in the system, clear any outstanding fees balance and register the September-December 2018 units, latest by 26<sup>th</sup> October 2018. Any student who does not report in the system, clear outstanding fees balance and register units will not be allowed to sit for CATs and Examinations :- as they will not be considered bonafide students of Machakos University.

All schools, departments and individual lecturers are advised to allow only students who comply to attend lectures and write exams.

Please comply.



**PROF. E ONDARI-OKEMWA, Ph.D.**

**REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)**

E00/smm

1. Vice Chancellor – to note
2. Deputy Vice Chancellor (ASA)
3. Deputy Vice Chancellor (APF)
4. Deputy Vice Chancellor (RIL)
5. Chief Finance Officer
6. Dean of Students
7. Deans of schools
8. COD's
9. ICT Directorate
10. Deputy Registrar (ASA)
11. Snr. Assistant Registrar-Admissions
12. Student Leaders