



MACHAKOS UNIVERSITY
OFFICE OF THE REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)

INTERNAL MEMO

FROM: REGISTRAR (ASA)

REF: MKSU/REG-ASA/UR/VOL1

TO : ALL STUDENTS

DATE: 6TH DECEMBER, 2018

SUBJECT: REGISTRATION OF UNITS

This is to inform all students that the portal has been opened for them to register for September – December 2018 units. This should be done on or before Thursday 13th December 2018. All outstanding fees balances must be cleared.

Please comply.



PROF. E ONDARI-OKEMWA, PhD
REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)

cc

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
10. Deputy Registrar (ASA)
11. Snr. Assistant Registrar-Admissions
12. Student Leaders

