



MACHAKOS UNIVERSITY

OFFICE OF THE REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)

NOTICE

FROM: REGISTRAR (ASA)

REF: MksU/REG-ASA/OC/VOL 1

TO: 10TH GRADUATION GRADUATES

DATE: 5TH JANUARY, 2026

SUBJECT: COLLECTION OF ACADEMIC CERTIFICATES & TRANSCRIPTS

This is to inform the graduates of the 10th Graduation ceremony of Machakos University held on 7th November, 2025 that the Office of the Registrar-ASA will be issuing academic certificates & transcripts as per the schedule below:

S.NO.	DATE	SCHOOL OF
1.	Tuesday, 6 th January , 2026 – Friday, 9 th January, 2026.	<ul style="list-style-type: none">• Education• Agriculture, Environment & Health Sciences• Humanities & Social Sciences
2.	Monday, 12 th January , 2026 – Friday, 16 th January, 2026.	<ul style="list-style-type: none">• Business, Economics, Hospitality & Tourism Management• Engineering & Technology• Pure & Applied Sciences

Please bring with you copies of the clearance certificate (generated from student portal), gown clearance form and original National Identification Card. Kindly adhere to the schedule.



PATRICK OKEMBA

AG. REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)

Cc.

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|---------------------------------|---------------------------------|
| 1. Vice Chancellor | 7. Deans of Schools |
| 2. Deputy Vice Chancellor (ASA) | 8. CODs |
| 3. Deputy Vice Chancellor (APF) | 9. ICT Directorate |
| 4. Deputy Vice Chancellor (RIL) | 10. Director, Security Services |
| 5. Chief Finance Officer | 11. SAMU Leaders |
| 6. Dean of Students | |



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