



KAIMOSI FRIENDS UNIVERSITY COLLEGE (KAFUCO)

(A Constituent College of Masinde Muliro University of Science and Technology)

Office of the Registrar (Academic & Students' Affairs)

Memo

From: Senior Assistant Registrar (A&SA)

Date: 16th August, 2021, 2021

To: All Students

REF: KAF/COR: 501013/VOL.2 (206)

SUBJECT: SPECIAL EXAMINATIONS

This is to inform all students who deserve and have been processed to sit for special examinations that arrangements are being made to schedule these examinations.

For purpose of clarity, special examinations are categorized as follows:

- i. Special exams for those who did not sit exams due to acceptable unforeseen circumstances, and will be sitting for the exams for the first time.
- i. Supplementary exams for those who attempted but failed to meet the pass mark.
- ii. Retake exams for those who failed supplementary exams and are seeking to do exams after going through second instruction in the affected courses (repeat course exams).

A communication will be made on when the exams will be done soon after the end of the ongoing regular exams.

Please note that students taking supplementary and retake exams must pay Ksh.1,000 to be eligible for the exams besides the requirement to clear all fees due to the University College.

Dr. S.W. Munda

Senior Assistant Registrar (A&SA)

CC:

- Principal
- Ag. Deputy Principal (A&SA)
- Dean, SOBE
- Dean, SESS
- Dean, SCIT
- Dean, SOSCI
- Deputy Finance Officer
- In charge ICT – Upload on the Website/Students Portals
- Admin Assistant (Examinations)