



# KAIMOSI FRIENDS UNIVERSITY COLLEGE

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

## Office of the Registrar (Academic & Students' Affairs)

### Memo

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**From:** Ag. Senior Assistant Registrar (A&SA)

**Date:** 15<sup>th</sup> March 2021

**To:** All 2020 Graduates

**Ref:** KAF/COR: 501009 VOL.1 (140)

### SUBJECT: CERTIFICATES AND TRANSCRIPTS

This is to inform all **2020 Students** who graduated on Friday 18<sup>th</sup> December 2020 respectively, that their certificates and transcripts are ready. Note that they will be issued every Wednesday of the week from 9.00a.m to 4.00p.m. Please ensure that you carry the following documents:

1. Original National ID card
2. Student ID Card
3. Clearance Form duly completed
4. Graduation Application Form - 2020

### NOTE:

- (I) These documents (Certificates and Transcripts) will **NOT** be issued to any other person other than the graduates.
- (II) Students whose certificates had errors are requested to be patient as we finalize on the corrections. Sorry for any inconveniences caused.

Dr. J. Amunga

**Ag. Senior Assistant Registrar (A&SA)**

### CC:

- Principal (To note on file)
- Ag. Deputy Principal (A&SA)
- In-charge ICT – Upload on Website
- Students Notice Boards and Portals