



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: Ag. Senior Assistant Registrar (A&SA)

Date: 24th November, 2021

To: ALL STUDENTS

Ref: KAF/COR: 501012/ VOL.1 (171)

SUBJECT: CONDUCT DURING EXAMINATIONS

This is to remind you that end of semester I examinations commence on 6th December, 2021 and end on 17th December, 2021. During the entire examination period you are required to abide by examination rules and some of which are:

1. Avail yourself at the examination venue 15 minutes before the exams starts.
2. Do not write on the question paper
3. Write your registration number, course codes and course titles on answer booklets and confirmation sheets.
4. Provide your University College Identification Card and a duly signed examination card.
5. No books, bags, notes, rough papers and any other paraphernalia should be brought to examination rooms.
6. Invigilators have authority to confiscate any unauthorized materials and expel from the examination room any candidate who creates disturbance.
7. Do not enter the examination room with a phone(s).
8. Do not leave the examination room when the examination is in progress (without permission).
9. Dress decently during examinations.

You are expected to familiarize yourself with additional regulations in the students' handbook. Please note that a contravention of these will lead to disciplinary action stipulated in the students' handbook.

Dr. J. Amunga

Ag. Senior Assistant Registrar (A&SA)

Copy:

- Principal
- Deputy Principal (A&SA)
- Deans: SOBE, SCIT, SOSCI, SESS
- Director Quality Assurance
- In-charge Students' Affairs
- Chairman KAFUCOSO
- In-charge ICT
- Notice Board

