



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: 27th April, 2022

To: The Listed:

Ref: KAF/COR:501009/VOL. 2 (377)

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|----------------------|---|---|
| 1. Dr. S. Maragia | - | Dean, SESS |
| 2. Dr. K. Omieno | - | Dean, SCIT |
| 3. Dr. D. Ouma | - | Dean, SOBE |
| 4. Dr. G. Opande | - | Dean, SOSCI |
| 5. Dr. J. Imbunya | - | Director, Quality Assurance |
| 6. Dr. M. Sulungai | - | Associate Dean, SESS |
| 7. Dr. D. Were | - | COD, EFPM |
| 8. Dr. F. Saouma | - | COD, Physical Science |
| 9. Dr. A. Busula | - | COD, Biological and Agricultural Sciences |
| 10. Dr. T. Mong'are | - | COD, Social Sciences |
| 11. Dr. J. Otsyullah | - | COD, BAMS. |
| 12. Dr. A. Amugune | - | COD, CAI. |
| 13. Dr. E. Kiganda | - | COD, Economics |
| 14. Dr. N. Sangili | - | COD, Languages and Literature |
| 15. Dr. S. Apima | - | COD, Mathematics & Statistics |
| 16. Dr. M. Omondi | - | COD, Accounts & Finance |
| 17. Ms. A. Asiko | - | COD, Nursing |

SUBJECT: NOTICE OF MEETING

The above subject refers.

You are hereby invited to attend meeting for all the students in session (April – July 2022) to be held on Friday, 6th May, 2022 at the Assembly Hall starting at 8.30 am.

Enclosed please find the programme

Kindly arrange to attend without fail.

Dr. Jane Amunga
Ag. Senior Assistant Registrar (AA)

CC:

- Principal
- Deputy Principal (A&SA)
- Corporate Affairs
- **In-charge ICT- to Upload**
- In-charge catering section – To provide tea
- In-charge central Services – To arrange the venue
- Chairman, KAFUCOSO



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Office of the Registrar (Academic & Students' Affairs)

MEETING FOR ALL THE STUDENTS IN SESSION (APRIL- JULY 2022)

DATE: FRIDAY, 6TH MAY 2022

VENUE: ASSEMBLY HALL

MASTER OF CEREMONY: DR. METRINE SULUNGAI

S/NO	ITEM	TIME	FACILITATOR
1	Registration	8:30- 9:00 am	Student leaders/Ms. Mueni/Ms. Nalinya/Mr. Ogol
2	Opening Prayer	9:00-9:05 am	COD-EFPM
3	Opening Remarks	9:05-9:15 am	Deputy Principal (A&SA)
4	Course Unit Registration	9:15-9:30 am	Dean SOSCI
5	Academic Consultation and Advising	9:30-9:45 am	Dean SESS
6	Examination Policy	9:45- 10:00 am	Registrar (AA)
7	Deferment and Resumption of Studies	10:00-10:15 am	Registrar (AA)
8	Academic Discipline	10:15 – 10:30 am	Dir. QA&MS
9	Fee Policy and Guidelines	10:30-10:45am	Deputy Principal (A&SA)
10	Closing Remarks	10:45-11:00am	Dean SOBE
11.	Closing Prayer	11:00-11:05am	COD Languages and Literature