

KENYA METHODIST UNIVERSITY

OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS

MEMO

TO : All Staff and Students
FROM : Registrar, Academic Affairs
REF : KeMU/B/RGAA/CEN/013

SUBJECT : **END OF 3RD TRIMESTER 2024**

Reference is made to the above subject matter.

This is to inform you that the end of 3rd Trimester 2024 Examinations runs from Monday, 2nd December to Saturday, 14th December 2024.

a) **Missed, Special and Supplementary Examinations- Monday 18th November to Friday, 22nd November 2024.**

Download and fill in the missed, special or supplementary examination form available in the student portal or clearance card.

b) **End of 3rd Trimester Examinations 2024 - Monday 18th November to 28th November 2024.**

Download the examination card from the student portal or clearance card. There will be a heavy congestion towards the end of this period. You are required to clear outstanding fees with the Finance Department, print out the examination clearance card and have it signed and stamped by the Finance Department, then drop a copy at the Student Office.

During exam period:

Deputy Vice-Chancellor (ASA)
Deputy Vice-Chancellor (F&A)
Principal
Campus Directors
School Deans
CoDs
Chief Finance Officer