

APPLICATION FORM FOR GRADUATION

TO BE FILLED IN TRIPLICATE: - Copy to Dean and other to be retained by the applicant; Original to the Registrar (Academic – Examination Section Room 2; Transcripts, Graduation & Certificates Section)

APPLICATION FOR THE _____ (MONTH) _____ (YEAR) GRADUATION

SCHOOL OF _____

SECTION A

1. NAMES TO BE PRINTED ON THE CERTIFICATE (As they will appear on the certificate)

(a) FIRST NAME _____

(b) MIDDLE NAME(S) _____

(c) LAST NAME _____

2. REG. NO. _____ MOBILE NO(S) _____ Email address _____

3. DEPARTMENTS: (a) _____

(b) _____

(c) _____

4. DEGREE PROGRAMME AND OPTION: _____

5. SEMESTER/SESSION IN WHICH THE PROGRAMME WAS COMPLETED

_____ (Semester)

_____ (Academic Year)

STUDENT'S SIGNATURE _____ DATE _____

SECTION B (*For official use only*)

6. FINANCE

Verified, confirmed and provisionally recommended/not recommended to graduate (TICK AS APPROPRIATE)

_____ Finance Officer's Signature

_____ Date

_____ Finance Stamp

7. DEGREE/DIPLOMA/CERTIFICATE _____

CLASS/CREDIT (WHERE APPLICABLE) _____

Verified, confirmed and provisionally recommended/not recommended to graduate (TICK AS APPROPRIATE)

_____ Dean's Signature

_____ Date

_____ School Stamp

Graduation fees are as follows: Certificate & Diploma: KShs. 4000/=; Bachelors degree: KShs. 5000/=; Masters & Postgraduate Diploma: 6000/=; PhD- KShs. 7000/=

N/B: 1. Deadline for submission to the Examination office is Wednesday 2nd September, 2015.

2. For any enquiry refer to Registrar (ASA) through the email: Regasa@pu.ac.ke