



OFFICE OF THE REGISTRAR (ACADEMIC & STUDENT AFFAIRS)

APPLICATION FORM FOR GRADUATION

TO BE FILLED IN QUADRIPLICATE: - Original to be submitted to the Deputy Registrar (ASA), Second Copy to Dean of School, Third Copy to Students Finance & Fourth copy to be retained by the applicant.

GRADUATION DATE: (MONTH) _____ (YEAR) _____

SCHOOL: _____

SECTION A

1) NAME TO BE PRINTED ON THE CERTIFICATE (Order of your name as it will appear on the certificate)

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)

6) STUDENT'S SIGNATURE _____ DATE _____

SECTION B (*For official use only*)

7) FINANCE OFFICE: Verified, confirmed and provisionally recommended/not recommended to graduate (TICK AS APPROPRIATE)

Finance Officer's Signature

Date

Rubber Stamp (Finance Office)

8) DEGREE/DIPLOMA/CERTIFICATE _____

9) CLASS/CREDIT (WHERE APPLICABLE) _____

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

Dean's Signature

Date

School Stamp