



**JOMO KENYATTA UNIVERSITY
OF
AGRICULTURE AND TECHNOLOGY**

P.O. BOX 62000 - 00200, CITY SQUARE, NAIROBI, KENYA. TELEPHONE: (067) 5352711.FAX 52446, THIKA

Office of the Registrar (Academic Affairs)

E-mail: registrar@aa.jkuat.ac.ke

27TH GRADUATION CEREMONY

This is to inform all candidates who qualified for conferment of degrees and the award of various diplomas of **Jomo Kenyatta University of Agriculture and Technology** during the 2015/2016 academic year that the 27th Graduation Ceremony will be held on **Thursday June 30th, 2016** from **8.15am** at the **Graduation Square, Main Campus, Juja**. The information regarding preparations for the ceremony is as detailed below:

(i) Examination Results

The results of examinations sat in the **2015/2016 academic year** are available from the offices of the respective Deans/Directors of schools/faculty/campuses /institutes during working hours. The graduands should confirm the inclusion of their names in the graduation lists with their respective Deans/Directors.

(ii) Confirmation of order of names

The list of graduands for the 27th Graduation will be available on the website www.jkuat.ac.ke and all candidates should ensure that their names are as they should appear on their certificates in terms of order of names and spelling. This confirmation will begin on **Friday 10th June, 2016**.

(iii) Rehearsal

Graduands wishing to participate in the ceremony **MUST** attend the rehearsals at the **Graduation Square on Wednesday June 29th, 2016 at 10.00 a.m.** Graduands attending the rehearsal must be seated by the stated hour and be in complete graduation attire.



(iv) Graduation Fees

A mandatory non-refundable fee as stated below must be paid not later than **Friday June 24th, 2016**. Payments will be made to the University bank accounts at any of the branches of the banks listed below:-

Standards Chartered Bank, A/c No. 0108023434900

Barclays Bank of Kenya, A/c No. 077-5001216

Cooperative Bank of Kenya, A/c No. 01129098952900

National Bank of Kenya, A/c No. 0100359580600

Equity Bank A/c No. 0090291251426

Graduation Fees can also be paid through Mpesa Paybill # 787879

In addition, graduands must have cleared any outstanding fee arrears and all other dues owed to the University by the said date, failure of which will lead to not being included in the graduation booklet or being allowed to graduate.

The following are mandatory graduation charges for the various categories of graduands, which must be paid not later than **Friday June 24th, 2016**.

| S/No | Award | Graduation Fees (Mandatory) | Academic Dress (Non-refundable) | Alumni | Total Payable |
|------|------------------------------|-----------------------------|---------------------------------|-------------|---------------|
| 1 | Ph.D. | Kshs. 4,900 | Kshs. 600 | Kshs. 1,100 | Kshs. 6,600 |
| 2 | Masters | Kshs. 4,300 | Kshs. 600 | Kshs. 1,100 | Kshs. 6,000 |
| 3 | Post-Graduate Diplomas | Kshs. 4,300 | Kshs. 600 | Kshs. 1,100 | Kshs. 6,000 |
| 4 | Undergraduate Degree/Diploma | Kshs. 3,400 | Kshs. 600 | Kshs. 1,100 | Kshs. 5,100 |

(v) Academic Dress

During the ceremony, only graduands in full academic attire will be allowed entry into the Graduation Square. Graduands who wish to hire gowns are required to apply and pay as stated above. Application forms for hiring academic attire are readily available and can be downloaded from the University website, www.jkuat.ac.ke. Gowns will be issued until **Wednesday, June 29th, 2016** during working hours. Graduation attire must be returned by **Friday, July 8th, 2016** latest; after which a penalty of **Kshs. 600 (Kenya shillings six hundred only)** per day will be charged.



(vi) Invitation Cards

During the hiring of academic dress, each graduand will be given three (3) invitation cards for their guests. Persons without invitation cards will not be allowed into the Graduation Square during the ceremony.

(vii) Punctuality

On the graduation day, graduands and their guests will be expected to have taken their seats by **8.15 a.m.** Those arriving late will not be allowed into the Graduation Square.

DR. E.T. MUORIA (PhD.)
REGISTRAR, ACADEMIC AFFAIRS

Copy to:

- Vice-Chancellor**
- Deputy Vice-Chancellor Academic Affairs**
- Deputy Vice-Chancellor Finance**
- Deputy Vice-Chancellor RPE**
- Deputy Vice-Chancellor Administration**
- All Principals of Colleges**
- All Deans of Schools/Faculty**
- All Directors of Campuses/Centres**
- Finance Officer**
- Chief Security Officer**

