



OFFICE OF THE SENIOR ASSISTANT REGISTRAR (ACADEMICS)

INTERNAL MEMO

From: Senior Assistant Registrar (Academics) **Date:** 24th September, 2026

To: All Continuing Students **Ref:** AU/AA/ADA/CORR.29/VOL.1/113

RE: SPECIAL AND SUPPLEMENTARY EXAMINATIONS FOR CONTINUING STUDENTS

This is to notify all continuing students who were unable to sit for the previously scheduled **Special and Supplementary Examinations** that the University has made arrangements for the examinations to be administered on **Tuesday, 29th September and Wednesday, 30th September, 2026.**

All students concerned are **required to report to their respective Deans of Schools immediately** for verification of their eligibility and further guidance on the examination arrangements, including the examination timetable, venues and any other requirements.

Students scheduled to sit for **Supplementary Examinations** are hereby reminded that they **must clear the prescribed fees and supplementary examination fees with the Finance Office before they can be permitted to sit for the examinations.** Students are therefore required to make the necessary financial arrangements and obtain clearance from the Finance Office in advance of the examination dates.

Students are further advised to take full responsibility for confirming their examination details with their respective Schools and ensuring that all requirements are met within the stipulated timelines. **No student will be allowed to sit for a Supplementary Examination without the requisite financial clearance.**

All Deans of Schools are requested to bring this information to the attention of all affected students and ensure that the necessary arrangements are made to facilitate the examinations.

Students are advised to treat this communication as urgent and act accordingly.


Dr. Pamela Nyongesa, PhD

SENIOR ASSISTANT REGISTRAR (ACADEMICS)

Copy to: Vice Chancellor
Deputy Vice Chancellor (ARSA)
Deputy Vice Chancellor (AFD)
Deans of Schools
Deputy Finance Officer
Students' Notice Boards