



TAITA-TAVETA UNIVERSITY
OFFICE OF THE REGISTRAR (ARO)

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INTERNAL MEMO

FROM: REGISTRAR (ARO)

DATE: 7TH NOVEMBER, 2017

TO: ALL GRADUANDS

REF: TTU/REG/02/04/07

RE: ADDITIONAL INFORMATION TO GRADUANDS

1. In Senate Board of Examiners meeting held on 2nd November, 2017, Senate resolved that fees overpayments **shall not** be used on graduation charges; the affected students are advised to seek for refunds.
2. The date for picking graduation attire has been extended to **21st November, 2017**. Special cases may be issued with the gowns in the morning of Rehearsal day, from **8.30 a.m. to 9.00 a.m., Wednesday 22nd November, 2017**.
3. No student will be removed from the graduation list on account of graduation charges. Only students who have fees balances will be removed from the list at the expiry of the **9th November, 2017 deadline**.
4. All graduation charges are mandatory even for those who may not be able to attend.


PROF. KIPTANUI J. A TOO
REGISTRAR (ACADEMIC RESEARCH & OUTREACH)



Copy: Vice Chancellor
Deputy Vice Chancellor (AFP)
Deputy Vice Chancellor (ARO)



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