



## **TAITA-TAVETA UNIVERSITY**

### **OFFICE OF THE REGISTRAR (ARO)**

*P.O.BOX 635-80300 – Voi; Tel:020 - 2437267; Email: registrar-aro@ttu.ac.ke; Website: [www.ttu.ac.ke](http://www.ttu.ac.ke)*

---

### **INTERNAL MEMO**

**FROM:** REGISTRAR (ARO)

**DATE:** 19<sup>TH</sup> MARCH, 2024

**TO:** ALL FINALISTS

**REF:** TTU/REG/02/04/12(1)

-----  
**REF: SUBMISSION OF NAMES AS THEY WOULD APPEAR IN  
CERTIFICATES**  
-----

The above subject refers.

All Finalists, (Masters, Degree, Diploma & Certificate) are required to submit in CAPITAL LETTERS their official names in prescribed forms available in School Administrators Offices.

The deadline for this exercise is **25<sup>th</sup> March, 2024.**

**Dr. Mwandoe Pongah, PhD.**

**FOR: REGISTRAR (ACADEMIC RESEARCH & OUTREACH)**

**Copy:** Deputy Vice Chancellor (ARO)  
Dean of Schools  
CODs  
Dean of Students