



MASENO UNIVERSITY
OFFICE OF THE REGISTRAR – ACADEMIC & STUDENT AFFAIRS

FROM: Registrar, ASA

DATE: 20th February, 2023

TO: All Students

REF: MSU/ACA/SGC/55 VOL.III

**RE: SIGNING OF NOMINAL ROLL, FEE PAYMENT AND REGISTRATION OF COURSES
(SEMESTER TWO, 2022/2023 ACADEMIC YEAR)**

Semester registration for 2nd Semester, 2022/2023 Academic Year ended on 9th February, 2023. The total number of students who have registered are as shown below:

S/N	Campus	Registered	Expected
1.	Main	16744	17709
2.	Kisumu	613	903
3.	Odera Akango	841	909
4.	Ecampus	93	--
5.		18291	19521

We therefore remind students who successfully did semester registration to undertake course registration within the set timelines as captured in clause 1.5.2 of the Student Handbook, which states:

All students must register for the courses/units that they are expected to do examinations at the end of that semester, within First month of every semester, upon payment of at least 50% of the total fees for that semester. The system will automatically lock this stage after the stated period elapses."

Students who have not registered are notified that they will not be allowed to take **course registration** and subsequently end of **semester examinations**.

Those who experience any challenge with course registration are advised to visit the Office of the Registrar, ASA wing B or Systems Administrator before the deadline.

Thank you

Mn Denis Oluoch Oduor

FOR: REGISTRAR, ACADEMIC & STUDENT AFFAIRS

Copy to: Vice-Chancellor, Deputy Vice-Chancellor ASA
Deputy Vice-Chancellor, AFD
Deans of Schools
Director, Kisumu Campus
Director, Odera Akango Campus
Director, ICT
Director, Student Affairs
Chairmen of Departments
Finance Officer

