



MASENO UNIVERSITY

OFFICE OF THE DEPUTY VICE-CHANCELLOR ACADEMIC AND STUDENT AFFAIRS

23RD GRADUATION ANNOUNCEMENT

THE 23RD GRADUATION CONGREGATION FOR THE CONFERMENT OF DEGREES AND AWARD OF DIPLOMAS AND CERTIFICATES OF MASENO UNIVERSITY

Maseno University would like to inform all graduands, students, staff, alumni, parents/guardians and members of the public that the 23rd graduation ceremony will be held **physically** on Friday, 15th December 2023, **at the graduation square, Siriba Campus from 8.00 am**

The Provisional list of graduands is available on the University website, <http://www.maseno.ac.ke>. **Note that**, only those who have cleared all fees owed to the University will be on the final graduation list. All graduands are further informed as follows:

1. GRADUATION CHARGES

The following are charges for the various categories of graduands. Note that, **payment of graduation charges is mandatory for ALL graduands:**

S/No.	Awards	Graduation Fees (Kshs.)	Alumni Fees (Kshs.)	Total Payable (Kshs.)
1.	PhD	7,000	1,000	8,000
2.	Master	6,000	1,000	7,000
3.	Postgraduate Diploma	5,500	1,000	6,500
4.	Bachelor	5,000	1,000	6,000
5.	Diploma	4,500	1,000	5,500
6.	Certificate	4,500	1,000	5,500

Payments should be made at **Kenya Commercial Bank (KCB), Account Number 1108378056, Luanda branch** or at any other KCB branch countrywide.

2. INVITATION CARDS

Each Graduand shall be issued with three (3) invitation cards. Nobody will be allowed into the Graduation Square without the invitation card.

3. HIRE OF ACADEMIC ATTIRE

The academic attire will be available for hire between Monday, 4th and Friday 8th December, 2023 from the offices of the respective Deans of Schools. The form for hiring academic attire should be downloaded from the University website.

Those who fail to return the academic attire by Friday, 8th January, 2024, will be required to pay a fine of Kshs.500 (five hundred shillings) per day.

4. PROGRAMME AND SITTING ARRANGEMENT

Invited guests will take their seats by 7.30 a.m. The Academic Procession will begin by 8.00 a.m.

5. REHEARSAL

Rehearsal shall be conducted on Thursday, 14th December, 2023 at the Graduation Square from **10.00am** and all graduands shall attend in-person.

6. ORDER OF NAMES AND NAME INITIALS CORRECTION

Maseno University policy does not allow use of initials in certificates. Graduands whose names still bear initials have up to 10th November, 2023 to provide their names in full otherwise their transcripts and certificates will not be printed. All graduands are advised to confirm the ORDER and SPELLING (surname, First name, Middle name) of their names in writing to the Registrar-Academic & Student Affairs. No corrections will be allowed after graduation.

Professor, Mary Kipsat
Deputy Vice Chancellor, Academic and Student Affairs