



MASENO UNIVERSITY
OFFICE OF THE REGISTRAR, ACADEMIC AND STUDENT AFFAIRS

**NOTICE TO ALL PROSPECTIVE GRADUANDS FOR
THE 2025/2026 ACADEMIC YEAR**

RE: Clearance of Fees and Correction of Names

All prospective graduands, for the 2025/2026 Academic Year, are hereby notified that the Provisional Graduation List has been posted on the University Website www.maseno.ac.ke.

The Prospective Graduands are notified to take the following action:

1. Contact the respective Deans of Schools for any issues pertaining to examination results by **25th September, 2026**.
2. Pay all **fees** owed to the University by **30th September, 2026** failure to which their names shall be expunged from the final Graduation List.
3. Confirm the **ORDER and SPELLING** of their names and forward the same to Office of Registrar, Academic and Student Affairs, **Admissions Office (Wing B) before 25th September, 2026**. Please use the **Student Records Update Form MSU/RASA/F. 13B** downloadable from the University Website for correction of names.

Note that, the order of name in the certificate shall be:
Surname/Family Name – First/Christian Name – Last Name
e.g KOECH - WYCLIFFE - KIPROTICH

4. Those whose names still bear initials have up to 25th September, 2026 to **provide their names in full otherwise their transcripts and certificates will not be printed**.

An announcement with detailed arrangements for the 26th Graduation slated for 13th November 2026 shall be posted on the University website in due course.

Dr. Susan Rabare (PhD)
FOR: REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)