

NOTICE: TO ALL 2014 GRADUANDS - SOB

Date and time:

Tue, 2014-12-02 08:27

Location / Venue:

School of Business



Please note the following:

i. **Clearance Process**

- Clearance will be done online by the various Sections. Only those with liabilities in the respective Sections will be expected to visit the specific Section in person to clear the liabilities.



- All students are required to confirm clearance of fees from the respective Finance office i.e. G3 (Module II and Bursar's office, CHSS (Module I).
- Issuance of the clearance certificate is being done at the College Registrar's, CHSS – Education Building

i. **Payment of Graduation/Convocation Fees**

- Those cleared for graduation will be required to pay Kshs.4,000/- to ACCOUNT NO. 1100217 – Barclays Bank, Westlands. Account Title: CHSS (College of Humanities & Social Sciences) and present the bank slip together with the clearance certificate for issuance of gowns at Lower Kabete.

i. **Schedule for Issuance of Gowns**

- 24/11/14 – 27/11/14: MBA & MSc Graduands
- 27/11/14: B.Com Regular
- 28/11/14 – 3/12/14: B.Com Module II and III
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Time: 8.30 am – 4.00 pm

Tick to the above schedule to avoid congestion at issuing desk.

