

KENYA METHODIST UNIVERSITY

OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS

MEMO

TO : ALL STAFF AND STUDENTS
FROM : Registrar, Academic Affairs
DATE : August 10, 2023
SUBJECT : OPENING DATES FOR 3RD TRIMESTER 2023

Reference is made to the above subject matter.

The University examinations will end on Saturday, 19th August 2023. Students will be in recess for two weeks. The following are important dates to note in regard to 3rd Trimester 2023:

1. Session reporting

Continuing students are expected to report session from Monday, 28th August 2023 to Friday, 1st September 2023.

2. Registration

New and Continuing students are expected to report and register on Monday, 4th September 2023 to Friday 8th September 2023. Lectures for the 3rd Trimester 2023 begin on Monday, 11th September 2023. Late registration with penalty runs from Monday, 11th September 2023 to Friday, 22nd September 2023. No registration will be allowed after Friday, 22nd September 2023.

3. Add/drop of courses

Add/drop of courses is permissible from Monday, 11th September 2023 to Friday, 22nd September 2023 without a penalty. It attracts a penalty in the third week after lectures begin and no student will be allowed to drop/add courses after the third week.

4. Class attendance

Attending lectures, practical sessions and other scheduled classes is mandatory for all students, in the relevant modes of study. A student who fails to attend consecutive or cumulative of 20% of teaching and learning time will not be allowed to take examination in that course. Also note that attending or attempting to attend classes or other University services whilst not duly registered is an academic malpractice.


Dr. Lucy Ikiara, PhD.

Registrar, Academic Affairs

cc: VC, DVCs, Principal, Directors, Deans, CoDs

