



# Kenya Methodist University

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## OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS INTERNAL MEMO

**TO :** ALL STUDENTS  
**FROM :** Registrar, Academic Affairs  
**REF :** KeMU/RGAA/CST/5/01  
**DATE :** 19<sup>th</sup> February 2025  
**SUBJECT :** STRICT CAT SCHEDULE AND FINAL EXAMINATION REQUIREMENTS

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Reference is made to the above subject matter.

This is to remind you of the following important guidelines regarding Continuous Assessment Tests (CATs) and final examinations:

1. **Strict CAT Schedule:** All CATs will strictly be conducted between **Week Five (5)** and **Week Ten (10)**.
2. **No Late CATs:** Students will not be allowed to sit for CATs after **Week Ten (10)**. There will be no CATs conducted during or after the examination period.
3. **No student will be allowed to sit the final examination without CAT marks/without having complied with requirements of CAT**

Please ensure that you adhere to these regulations to avoid any inconveniences. If you have any questions or concerns, kindly reach out to the relevant department.

Thank you for your cooperation.

  
Dr. Lucy Ikiara, PhD.  
Registrar, Academic Affairs

Cc: Vice Chancellor  
Deputy Vice Chancellor (ASA)  
Principal, Nairobi Campus  
Director, Mombasa Campus  
Director, TVET Institute  
Deans  
CoDs