



**JOMO KENYATTA UNIVERSITY
OF
AGRICULTURE AND TECHNOLOGY**

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Office of the Registrar (Academic Affairs)
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32ND GRADUATION CEREMONY

This is to inform all candidates who qualified for the conferment of degrees and the award of diplomas of **Jomo Kenyatta University of Agriculture and Technology** during the **2017/2018** academic year that the 32nd Graduation Ceremony will be held on **Friday, 30th November, 2018** from **8.00.am** at the **Graduation Square, Main Campus, Juja**. The information regarding preparations for the ceremony is detailed below:

(i) Examination Results

The results of examinations sat in the **2017/2018 academic year** are available from the offices of the respective Deans/Directors of Schools/Faculty/Campuses /Institutes during working hours. Qualified candidates should confirm the inclusion of their names in the graduation list with their respective Deans/Directors, latest **Friday, 16th November 2018**.

(ii) Confirmation of order of Names

The list of graduands for the 32nd Graduation Ceremony will be available on the website www.jkuat.ac.ke. To avoid any penalties, all candidates should confirm the order and correctness of spelling in their name is as they should appear on their certificates before **Friday, 16th November 2018**.

(iii) Rehearsal

Graduands wishing to participate in the ceremony **MUST** attend the rehearsals at the **Graduation Square on Thursday, 29th November 2018 at 10.00 a.m.** Graduands attending the rehearsal must be seated by the stated hour and be in complete graduation attire. Vital information will be communicated during the rehearsal. Please note that graduation attire will not be issued on the rehearsal day.

(iv) Graduation Fees

A mandatory non-refundable fee as stated below must be paid not later than **Friday 23rd November, 2018**. Payments should be made to the University Bank accounts at any of the branches of the banks listed below:-

Standard Chartered Bank, A/c No. 0108023434900
Barclays Bank of Kenya, A/c No. 077-5001216
Cooperative Bank of Kenya, A/c No. 01129098952900
National Bank of Kenya, A/c No. 01003059580600
Equity Bank A/c No. 0090291251426

In addition, graduands must have cleared any fees arrears and all other dues owed to the University by the said date, failure to, they will be disqualified from the ceremony.

The following are mandatory graduation charges for the various categories of graduands, which must be paid not later than **Friday, 23rd November, 2018**.

S/No	Award	Graduation Fees	Academic Dress	Alumni	Total Payable
1	Ph.D.	Kshs. 5,500	Kshs. 1000	Kshs. 1,100	Kshs. 7,600
2	Masters	Kshs. 5,000	Kshs. 700	Kshs. 1,100	Kshs. 6,800
3	Post-Graduate Diplomas	Kshs. 4,500	Kshs. 600	Kshs. 1,100	Kshs. 6,200
4	Undergraduate Degree/Diploma	Kshs. 3,500	Kshs. 600	Kshs. 1,100	Kshs. 5,200

*Please note that none of the above fees will be refunded.

(v) Academic Dress

During the ceremony, only graduands in full academic attire will be allowed entry into the Graduation Square. Graduands who wish to hire gowns are required to apply and pay as stated above. The forms can be downloaded from the University website, www.jkuat.ac.ke. Gowns will be issued from **Monday, 19th November 2018 up to Wednesday, 28th November 2018** during working hours. Graduation attire must be returned by **Friday, 14th December 2018** latest; after which a penalty of **Kshs. 500 (Kenya shillings five hundred only)** will be charged per day.

(vi) Invitation Cards

During the issuance of academic attire, each graduand will be given two (2) invitation cards for their guests. Persons without invitation cards will not be allowed into the Graduation Square during the ceremony.

(vii) Punctuality

On the graduation day, graduands and their guests will be expected to have taken their seats by **8.00 a.m.** Those arriving late will not be allowed into the Graduation Square.

REGISTRAR, ACADEMIC AFFAIRS