

OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS

INTERNAL MEMO

TO : KCAU GRADUATING CLASS OF 2024
FROM : REGISTRAR, ACADEMIC AFFAIRS
DATE : 9TH MAY 2024
SUBJECT : JULY 2024 GRADUATION CEREMONY

We take this opportunity to applaud the graduating class of 2024 for their dedication and hard work in completing their studies and making their dream a reality. Congratulations!

Our 16th KCA University Commencement (Graduation) Ceremony will be held on **Wednesday, 17th July 2024**. Students who have successfully completed their course should have cleared for graduation by **Friday, 21st June 2024**.

To apply for and participate in the graduation, kindly observe the following:

- i) Initiate the graduation clearance process from the student portal. Students who had initiated clearance before **February 2024** are requested to do so again.
- ii) Ensure that you have completed your coursework and submitted attachment reports to your respective faculty/school within the prescribed deadlines.
- iii) Clear any pending fees, including graduation fees, with Student Finance Office.

Congratulations to all our prospective graduands.



Dr. Rose Gathii (Ph.D)

University Registrar

Cc: Vice Chancellor & CEO
DVC-ASA, DVC-FPD, DVC-RIO
Deans/Directors/CoDs/Managers.