

KENYA METHODIST UNIVERSITY

OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS

MEMO

To : ALL STUDENTS
FROM : Registrar, Academic Affairs
DATE : March 4, 2020
SUBJECT : 3RD TRIMESTER 2019 SUPPLEMENTARY EXAMINATIONS

Reference is made to the above subject matter.

This is to inform all students who sat examinations in 3rd Trimester 2019 and attained grade "E" or "F" that:

1. Supplementary examinations should be done within the 1st and 2nd Trimester 2020 depending on courses on offer. They will be done at the end of the semester together with other exams.
2. Failure to register and sit for supplementary examination as stated in 1 above, you will be required to register for the course(s) afresh and pay the prescribed fees.
3. You will be charged Kshs.2,000 per course to register for supplementary(s) examination(s) on a prescribed form downloadable from the student portal.
4. You will be required to write "SUPPLEMENTARY" on top cover of examination booklet for each course you are sitting for supplementary examination.
5. All other examination regulations apply.

The list of students required to do supplementary examination for 3rd Trimester 2019 is available in the student portal.



Prof. Peter Kihara, PhD
Registrar, Academic Affairs

cc Vice Chancellor
Deputy Vice Chancellor (ASA)
Deputy Vice Chancellor (APF)
Chief Finance Officer
Academic Staff