



UNIVERSITY OF EMBU

OFFICE OF THE DEPUTY VICE-CHANCELLOR
(ACADEMICS, RESEARCH AND EXTENSION)



- ANNOUNCEMENT -

7th GRADUATION CEREMONY

The 7th Graduation Ceremony and Congregation of the University of Embu for the conferment of various Degrees and the award of Diplomas and Certificates to Candidates who qualified during the 2021/2022 Academic Year shall take place **online** on Friday, 16th September, 2022 from 9.00 a.m.

All prospective graduands are requested to note the following:

1) CONFIRMATION OF INCLUSION IN THE GRADUATION LIST

Each prospective graduand should confirm with his/her School the inclusion of his/her name in the graduation list.

2) CONFIRMATION OF CORRECTNESS OF NAMES

All prospective graduands are expected to have confirmed the spelling and order of their names with the Registrar (ARE) and Head of Admissions. *However, prospective Graduands who may NOT have confirmed their names are required to do so in person at the Admissions Office by 22nd July, 2022.*

Certificates and Transcripts will be processed for Graduands who will have confirmed the spelling and order of their names.

3) GRADUATION FEES

Graduands will be required to pay a mandatory, non-refundable Graduation Fee for various awards as indicated below. The fee must be paid not later than **Wednesday, 31st August, 2022.**

- Certificate /Diploma - KES. 4,000
- Bachelors - KES. 5,000
- Postgraduate Diploma - KES. 6,000
- Masters - KES. 6,000
- Ph.D - KES. 7,000

Payments **MUST** be made to **University of Embu Bank Accounts** at any of the banks listed below or the **MPESA Paybill number** provided;

- Kenya Commercial Bank, Embu Branch - 1140846019
- Equity Bank, Embu Branch - 0190260737294
- National Bank, Embu Branch - 01001081259300
- MPESA Paybill - 418888

In addition, graduands must have cleared any outstanding fees arrears and all other dues owed to the University by **Wednesday, 31st August, 2022**, failure to which one may not be allowed to graduate.

4) ACADEMIC ATTIRE

(i) Issuance of Academic Attire

Graduands who wish to hire the academic attire from the University, to mark the occasion, are required to apply for the same by 31st August, 2022 by filling the *Hire of Academic Attire for 2022 Graduation Form* that will be shared with all prospective graduands through their corporate emails in due course. The fee for hire of the academic attire is KES. 1,000 (One Thousand Shillings Only). The academic attire will be available for issue at the **Office of the Head of Senate Affairs, University of Embu from Thursday, 8th September, 2022 to Thursday, 15th September, 2022** during working hours (8:00 a.m. - 5:00 p.m.).

(ii) Return of Academic Attire

The Academic Attire must be returned on or before 5:00 p.m. on Friday, 23rd September, 2022. A surcharge of KES. 500 (Five Hundred Shillings only) per day will be charged for any attire returned after the deadline.



www.embuni.ac.ke



ISO / IEC 27001:2013 Certified

Knowledge Transforms



ISO 9001:2015 Certified