



DEDAN KIMATHI UNIVERSITY OF TECHNOLOGY
TELEPHONE: 0713-835965, 061-2050000 EMAIL: registraraa@dkut.ac.ke
Office of the Registrar Academic Affairs and Research

8TH GRADUATION CEREMONY

This is to inform all students who qualified for conferment of degrees and award of diplomas and certificates of Dedan Kimathi University of Technology that the University will hold the **8th Graduation Ceremony** in the **Freedom Hall** at the Main Campus, Nyeri as follows;

S/N o.	School/Institute	Date	Time
1.	a) School of Health Sciences b) School of Business Management and Economics	Wednesday, 24 th April 2019	7:45 a.m.
2.	a) School of Science b) School of Computer Science and Information Technology c) Institute of Tourism and Hospitality Management d) Institute of Food Bioresources Technology e) Institute of Technical and Professional Studies	Thursday, 25 th April 2019	7:45 a.m.
3.	a) School of Engineering b) Institute of Criminology, Forensics and Security Studies c) Institute of Geomatics, GIS and Remote Sensing d) Geothermal Energy, Training and Research Institute	Friday, 26 th April 2019	7:45 a.m.

Further details are as below:

(i) Confirmation of Names

The graduands **MUST** confirm the inclusion of their names in the graduation lists from respective Deans/Directors. The candidates **MUST** ensure that their names are as they should appear on their certificates in terms of order and spelling

correctness in the Dean's/Director's Office. The names should be as they appear on the National Identification Card (a copy of the National ID to be submitted). This confirmation should be done by **Friday, 5th April 2019**.

(ii) Fees Payment

Graduands must have cleared any outstanding fees arrears and all other dues owed to the University by **Thursday, 11th April 2019**; failing which they will not be included in the graduation booklet or be allowed to graduate.

A mandatory non-refundable Graduation Fee as stated below must also be paid not later than **Thursday, 11th April, 2019**.

S.NO	Award	Graduation Fee (Kshs.)	Academic Dress (Kshs.)	Alumni (Kshs.)	Total Payable
1.	PhD	5,000	500	1,100	6,600
2.	Masters	4,500	500	1,100	6,100
3.	Undergraduate Degrees	3,500	500	1,100	5,100
4.	Diploma/Certificates	3,000	500	1,100	4,600

Payments will be made to the University bank accounts at any of the branches of the banks listed below: -

1. **Kenya Commercial Bank, Account Number: 1121318274 Nyeri Branch**
2. **Equity Bank, Account Number: 1150297300480 Nyeri Branch- Kimathi Way**
3. **Consolidated Bank, Account Number: 10061200000062 Nyeri Branch**
4. **Family Bank, Account Number: 055000028807, Nyeri Branch**
5. **Standard Chartered Bank, Account Number: 0102045131203 Nyeri Branch**

(iii) Rehearsal

Graduands wishing to participate in the ceremony **MUST** attend the rehearsals in the Freedom Hall as follows:

S/N	School/Institute	Date	Time
1.	a) School of Health Sciences b) School of Business Management and Economics	Tuesday, 23 th April 2019	2:00 p.m.
2.	a) School of Science b) School of Computer Science and Information Technology c) Institute of Tourism and Hospitality Management d) Institute of Food Bioresources Technology	Wednesday, 24 th April 2019	2:00 p.m.

	e) Institute of Technical and Professional Studies		
3.	a) School of Engineering b) Institute of Criminology, Forensics and Security Studies c) Institute of Geomatics, GIS and Remote Sensing d) Institute of Geothermal Energy Training and Research Institute	Thursday, 25 th April 2019	2:00 p.m.

Note: Graduands attending the rehearsal must be seated by the stated hour and be in complete attire.

iv) Academic Dress

During the ceremony, only graduands who will be in full academic attire will be allowed entry into the graduation venue. Graduands who wish to hire gowns are required to apply and pay as stated above.

v) Gown Hire Application Forms

Application forms should be downloaded from the University website, www.dkut.ac.ke from **Thursday, 11th April 2019**. Gowns will be issued from **Monday, 15th April 2019** to **Thursday, 25th April 2019**. Graduation attire **MUST** be returned by **Friday, 10th May 2019**, after which a penalty of **Kshs. 1,000** per day will be charged.

vi) Invitations Cards

Invitation cards will be available on the students' portal by **Thursday, 11th April 2019** where each graduand is eligible to download two e-cards. One must produce the e-card to be allowed to enter the graduation venue.

vii) Punctuality

On the Graduation day, graduands and their guests will be expected to have taken their seats by 7.45 a.m. Those arriving late will not be allowed into the graduation venue.

Registrar Academic Affairs and Research
Private Bag Dedan Kimathi – NYERI. Tel. No. 0713835965/061-2050000
EMAIL: registraraa@dkut.ac.ke Website: www.dkut.ac.ke