

**OFFICE OF THE REGISTRAR (ACADEMIC & STUDENT AFFAIRS)****APPLICATION FORM FOR GRADUATION**

TO BE FILLED IN QUADRIPLICATE: - Original to be submitted to the Deputy Registrar (Academic & Student Affairs – Examination Section), Second Copy to Dean of School, Third Copy to Students Finance & Fourth copy to be retained by the applicant.

GRADUATION DATE: (MONTH) _____ (YEAR) _____

SCHOOL: _____

SECTION A

1) NAMES TO BE PRINTED ON THE CERTIFICATE (As they will appear on the certificate)

a. FIRST NAME _____

b. MIDDLE NAME(S) _____

c. LAST NAME _____

2) REG. NO. _____ MOBILE NO(S) _____ Email address _____

3) DEPARTMENTS:

(a) _____

(b) _____

(c) _____

4) DEGREE PROGRAMME AND OPTION: _____

5) SEMESTER/SESSION IN WHICH THE PROGRAMME WAS COMPLETED

(Semester)

(Academic Year)

6) STUDENT'S SIGNATURE _____ DATE _____

SECTION B (For official use only)

7) FINANCE OFFICE: Verified, confirmed and provisionally recommended/not recommended to graduate (TICK AS APPROPRIATE)

Finance Officer's Signature

Date

Rubber Stamp (Finance Office)

8) DEGREE/DIPLOMA/CERTIFICATE _____

9) CLASS/CREDIT (WHERE APPLICABLE) _____

10) Verified, confirmed and provisionally recommended/not recommended to graduate (TICK AS APPROPRIATE)

Dean's Signature

Date

School Stamp