



**OFFICE OF THE REGISTRAR
(ACADEMIC AFFAIRS)**

STUDENT CLEARANCE FORM (To be filled in duplicate and Attach a copy of National ID)

NAME: REG NO: TEL NO:

PROGRAMME: DATE:

The above-named student is about to graduate and leave the university at the end of this semester. Please clear him/her before he/she leaves

| S/NO | DEPARTMENT | ITEM(S) LOST | COST OF ITEM(S) | SIGNATURE |
|------|-----------------|--------------|-----------------|-----------|
| 1. | DEAN (EDUC) | | | |
| 2. | DEAN (HDS) | | | |
| 3. | DEAN (SSAT) | | | |
| 4. | DEAN (BUSINESS) | | | |
| 5. | DEAN OF STUDENT | | | |
| 6. | LIBRARY | | | |
| 7. | COMTECH | | | |
| 8. | TRANSPORT | | | |
| 9. | ICT | | | |
| 10. | GAMES | | | |
| 11. | CATERING | | | |
| 12. | HALLS | | | |
| 13. | ESTATES | | | |
| 14. | SECURITY | | | |
| 15. | FARM | | | |

FINANCE: i. Fees Balance Ksh

ii. Others Ksh

Sign

Date:

I/C Student Finance

FOR OFFICIAL USE

Cleared/ Not Cleared:

Sign:

Registrar (Academic Affairs)

