



P.O. Box 1100-20300,  
NYAHURURU,  
KENYA

TEL: +254-(0)20-2671779, 20-2671771,  
0729285902, 0729281902  
raa@laikipia.ac.ke; [www.laikipia.ac.ke](http://www.laikipia.ac.ke)

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

To: All Freshmen

From: Registrar (AA)

Ref: LU/ACA/R(AA)/10/VOL.1/87

Date: 10<sup>th</sup> September, 2018

**RE: INTRA/INTER SCHOOL TRANSFERS**

All students requesting for the above –mentioned transfers must study the subject clusters and their respective Laikipia University cut-off points which are attached below. Kindly note that you will only be allowed to transfer if you meet the following conditions:-

- i. If you meet or exceed the subject cluster points for the programme you desire.
- ii. If there is capacity in the programme you are applying for.
- iii. In case of limited capacity in the programme of choice; the order of merit shall be strictly followed. i.e. student performance ranking will be followed.
- iv. Pay the application fee of Ksh. 1,000/= at the cash office.

We have all the information you need on the intra/inter school transfer forms which you can download from the University website i.e. [www.laikipia.ac.ke](http://www.laikipia.ac.ke) starting on **Tuesday 11<sup>th</sup> September, 2018**. Please use your KCSE Index number as the PIN to access these forms. The deadline for submitting these forms at your current Dean's office and at the Registrar (AA)'s office is **Friday 14<sup>th</sup> September, 2018** at 5pm.

Successful applicants shall be notified through University noticeboards after approval by the Deans Committee on **18<sup>th</sup> September, 2018**. An authorization letter will be issued which will effectively change your registration number and program of study.

Thank you.

Dr. R. K. Kiugu, Ph.D.  
**Registrar (AA)**

**Copy to:**

VC  
DVC (A&R)  
All Deans of Schools

