



# MULTIMEDIA UNIVERSITY OF KENYA

*Riding on Technology, Inspiring Innovation*



## GRADUATION CEREMONY FRIDAY, 2<sup>ND</sup> DECEMBER 2022

Multimedia University of Kenya wishes to inform all candidates who qualify for the conferment of degrees and award of diplomas during the 2021/2022 Academic Year, that the 9<sup>th</sup> Graduation Ceremony will be held on **Friday, 2<sup>nd</sup> December, 2022**, commencing at **9:00 a.m.** at the MMU Main Campus Graduation Square along Magadi Road. All Graduands are required to be seated by 8.30 a.m.

**All prospective graduands should note the following:**

### Clearance of Fees

All qualified candidates are expected to clear with the relevant sections of the University latest by **Friday, 18<sup>th</sup> November, 2022**. Those who will have not cleared by the given deadline will be excluded from the graduation list.

### Intent to Graduate

All Graduands must apply for graduation using the Intent to Graduate Form (IGF), obtainable in the Students' Portal. Graduands are expected to complete the Intent to Graduate Form and submit Online to Examination Office by **Friday 18<sup>th</sup> November, 2022**.

### Graduation and Convocation Fees

A mandatory non-refundable graduation fee is payable for the various categories of Graduands as follows:

Diploma	-	4,000/-
Bachelor's Degree	-	5,000/-
Master's Degree	-	6,000/-

All payments should be made latest **Friday, 18<sup>th</sup> November, 2022**, through:

**Kenya Commercial Bank** - A/c No. 110 451 3447 OR,  
**Equity Bank** - A/c No. 0610262187946

### Verification of Names

Graduands are further advised to ensure that their names are correctly spelt, in the order in which they appear in the KCSE Certificate or equivalent. Verification shall be done through the IGF Form available in the students' portal on the University Website.

### Graduation Rehearsal

The rehearsal for the 9<sup>th</sup> Graduation Ceremony will take place on **Thursday 1<sup>st</sup> December, 2022 at the Graduation Square from 11:00 a.m.** Graduands are required to attend the rehearsal and familiarize with graduation procedures and perfect what is expected of them on the graduation day. All Graduands are expected to dress in the Academic Dress (Gown) during the rehearsal.

### Academic Dress

Academic Dress (Gown) will be available for Graduands who wish to use them for their private celebrations. The Academic Dress will be hired at **Kshs. 600/= (Kenya shillings six hundred only)**, and issued out at the 1<sup>st</sup> Floor of the Research and Innovation Building from **Monday, 28<sup>th</sup> November, 2022 to Thursday 1<sup>st</sup> December, 2022 strictly between 9:00 a.m. and 4:00 p.m.** The hire of Academic Dress Form can be downloaded from the University website [www.mmu.ac.ke](http://www.mmu.ac.ke). The Academic Dress should be returned to the same office latest **Friday 16<sup>th</sup> December, 2022 between 9:00 a.m. and 4:00 p.m.** There after a penalty at the rate of **Kshs. 600/- (Kenya shillings six hundred only) per day** including weekends will be charged.

### Collection of Certificates

Academic Certificates will be ready for collection from the Office of the Registrar AA at the beginning of March, 2023. The specific dates and schedule will be communicated through the University website in Mid-February 2023. Certificates not collected after the deadline of issuance period will attract a storage fee of **Kshs. 2,000/= (Kenya shillings two thousand only) per year**.

**For further information please contact the Registrar Academic Affairs, Multimedia University of Kenya, at [registraraa@mmu.ac.ke](mailto:registraraa@mmu.ac.ke), Phone: 020 2071391/93/42/92 Extension 2053; Safaricom: 0724 257083 or Airtel: 0735 900008.**