



MULTIMEDIA UNIVERSITY OF KENYA

Riding on Technology, Inspiring Innovation

12TH GRADUATION CEREMONY – FRIDAY, 31ST OCTOBER, 2025

Multimedia University of Kenya (MMU) wishes to inform all candidates who qualified for the conferment of degrees and award of diplomas and certificates during the 2024/2025 Academic Year, that the **12th Graduation Ceremony** will be held on **Friday, 31st October 2025**, commencing at 9.00 a.m. at 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:

a. Clearance of Fees

All qualified candidates are expected to clear with the relevant sections of the University including **Students Finance** latest by **Wednesday, 22nd October, 2025**. Those who will have not cleared by the given deadline will be excluded from the graduation list.

b. Intent to Graduate

All Graduands must apply for graduation using the Intent to **Graduate Form (IGF)**, obtainable from the Students' Portal. Graduands are expected to complete the IGF and submit it online to the Examination Office, by **Wednesday, 22nd October, 2025**.

c. Graduation Fees

A mandatory non-refundable fee comprising of **Alumni, Convocation and Academic dress (Gown)** is payable for the various categories of Graduands as follows:

- i. **Certificate: Kshs. 3,000/-**
- ii. **Diploma: Kshs. 5,000/-**
- iii. **Bachelor's Degree: Kshs. 6,500/-**
- iv. **Master's Degree: Kshs. 8,000/-**

The payment for graduation should be made latest **Wednesday, 22nd October, 2025**. Please note that graduation fees shall be paid strictly through E-citizen by login to the student portal, accessible at <https://studentportal.mmu.ac.ke>. Please contact the Finance Office at studentfinance@mmu.ac.ke OR Tel. No. 020 725 2536/7 for further details.

d. 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.

e. Graduation Rehearsal

The rehearsal for the 12th Graduation Ceremony will take place on **Thursday 30th October, 2025** at the University Graduation Square at 11.00 a.m. Graduands are required to attend the rehearsal and familiarize themselves 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.

f. Hire, Collection and Return of the Academic Dress

The Academic Dress Hiring Form shall be used to hire **Academic Dress (Gown)**. The form is downloadable from the University website www.mmu.ac.ke. The hired Dress should be collected from the respective Faculty office from **Monday 27th October, 2025** and returned to the same office on **Friday 14th November, 2025 between 9.00 a.m. and 4.00 p.m.** The Academic Dress must be returned in the good order as it was collected failure of which the individual graduate shall be required to make good the damage or loss of the Dress. Further, a penalty fee of **K.shs. 1000/= (Kenya Shillings One Thousand only)** shall be charged each day including weekends for failure to return the Dress in time.

g. Collection of Certificates

Academic Certificates will be ready for collection from the Office of the Registrar AA in the month of **January, 2026**. The specific dates and collection schedule will be communicated through the University website in Mid-December 2025.

All Academic Certificates that will have not been collected after the deadline of the 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,
Phone: 020 2071391/93/42/92 Extension. 2053 or 020 7252053, Or Safaricom: 0724257083, or Airtel: 0735900008.