

CHUKA



UNIVERSITY

Knowledge is Wealth (*Sapientia divitia est*) Akili ni Mali

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INTERNAL MEMO

REF. CU/RACA/NOTICE/07/18

18th July, 2025

FROM: Registrar (Academic Affairs)

TO: All Students and Staff

RESIT/SPECIAL EXAMINATIONS TO BE OFFERED FROM 25TH AUGUST– 29TH AUGUST, 2025

This is to inform all students that the University Senate, approved administration of Resit/Special Examinations to enable all students with pending Failed Units from the **2024/2025** academic year (Semester 1 and Semester 2) to clear them. These examinations will be administered from **Monday 25th August – Friday 29th August, 2025** at Chuka University Main Campus.

Students due for Resit Examinations shall be required to clear any outstanding fee balances and pay a non-refundable examinations fees of Ksh. 1000/= per Credit Factor (or 3000/= for 3 Credit Factors) before they are cleared to resit.

Students due for Special Examinations will NOT be required to pay examination fees, but shall be required to clear any outstanding fee balance before they are cleared to sit for their respective special exams.

All students intending to sit for Resit/Special Examinations must register **online through the Student's Portal** and present evidence of clearing the required fees at the Finance office, the respective Dean of Faculty and Chairperson of Department.

No student will be allowed to proceed to the next year of study with pending Failed Units in his/her current year of study.

Students are advised to contact their respective Dean of Faculty and Chairperson of Department for further clarifications.

Thank you.


Dr. Samwel M. Chege, Ph.D
Registrar (Academic Affairs)
SMC/eim



CC: Vice-Chancellor; DVC (ARSA); DVC (AFP&D); Registrar (A&P); Finance Officer
All Deans; Directors; **All Notice Boards; Website**

Chuka University is..... Inspiring Environmental Sustainability for Better Life