

CHUKA



UNIVERSITY

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

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INTERNAL MEMO

REF. CU/RACA/NOTICE/07/24

24th July, 2025

FROM: Registrar (Academic Affairs)

TO: All Students and Staff

RESIT/SPECIAL EXAMINATIONS TIMELINES

Reference is made to the memo dated 18th July 2025, REF. CU/RACA/NOTICE/07/18 on the above subject matter.

This is to inform all continuing students that the timelines for the registration of the above mentioned examinations shall be done as follows.

DATE	ACTIVITY	RESPONSIBILITY
28 th July – 11 th August 2025	Online registration of resit/special examinations.	Students.
12 th August– 14 th August 2025	Submission of consolidated list of students to sit for Resit/Special examinations.	CODs/DEANS
15 th August 2025	Release of timetable for resit/special examinations.	Director Examinations and Timetabling.
18 th August – 22 nd August 2025	Issuance of examination cards/gate pass to students registered for resit/special examinations.	Faculty and departments admins.
25 th August – 29 th August 2025	Resit/special Examinations period.	All examination invigilators and supervisors.

Kindly adhere to the set timelines for smooth and efficient operation.

Thank you.

Dr. Samwel M. Chege, Ph.D

Registrar (Academic Affairs)

SMC/jmk

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