

CHUKA



UNIVERSITY

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

OFFICE OF THE REGISTRAR (ACADEMIC AFFAIRS)

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REF.: CU/RACA/IFTS/9/2025(a)

Date: 8th September, 2025

To: All Year One GSS (KUCCPS) Students

From: Registrar (AA)'S Office

RE: INTER- FACULTY / PROGRAMME TRANSFERS

I take this opportunity to welcome and congratulate you for choosing Chuka University as your home for Studies.

The Inter-Faculty/Programme transfer process will begin on **Tuesday 9th September, 2025** and end on **15th September, 2025**.

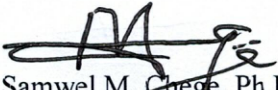
Transfers strictly depends on the following:

- i. Meeting the 2024 cut-off points for KUCCPS in the cluster subjects and the University.
- ii. Availability of a vacancy in the programme you wish to transfer to.

Procedure:

1. Students will download inter-faculty/programme transfer form from the University website www.chuka.ac.ke.
2. Students will fill the form (one copy), attach copy of KCSE result slip and submit to the Registrar (AA) Admissions Office Section.
3. The office of the Registrar (AA) will communicate, thereafter, to all successful and unsuccessful applicants.
4. Meanwhile, all students are advised to continue with the programmes they were admitted to until communicated otherwise by the office of the Registrar Academic Affairs.
5. Successful applicants **MUST** present the transfer letters to their new Faculties for changes and amendment of their records, failure to which one will not be considered to have transferred to the new course.

NB: Once the transfer has been approved there will be no reversing/revoking to another course.


Dr. Samwel M. Chege, Ph.D.,
REGISTRAR (Academic Affairs)

cc. Vice-Chancellor

Deputy Vice-Chancellor (AFP&D)

Deputy Vice-Chancellor (ARSA)

All Deans, University Website, CUSA and All Notice Boards

