



KYAMBOGO UNIVERSITY

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Office of the Academic Registrar

Date : 19th December 2022

To : All Students
Kyambogo University

From: Academic Registrar
Kyambogo University

Mwambogo
19/12/2022

**RE : REQUIREMENTS TO SIT FOR END OF SEMESTER EXAMINATIONS:
YEAR 1 AND 2 SEMESTER 1 2022/2023 ACADEMIC YEAR
YEAR 2, 3, 4 AND 5 SEMESTER II 2021/2022 ACADEMIC YEAR**

As you are aware, end of Year 1 and 2 Semester I 2022/2023 and Year 2, 3, 4 and 5 Semester II 2021/2022 Examinations are scheduled to begin on Monday 16th January and end on Sunday 5th February 2023.

This is to inform you that in order to sit for the above Examinations, you will be required to present the following.

1. **Your KyU ID/National ID** (collect your KyU ID from the Office of the Dean of your respective Faculty/School in case you have not picked it already).
2. **Your Registration Card and your Examination Card for the Current Semester** (Log into your student portal and print out both cards).
3. **Your Permission letter from your respective Dean of Faculty/School for continuing students and from the Academic Registrar for students who have exhausted the stipulated minimum number of years of their Academic Programmes** (for students re-taking papers, including amnesty cases).

Please ensure that you abide by all the Examination Rules and Regulations of the University.

c.c *Vice Chancellor
Deputy Vice Chancellor (AA)
Deputy Vice Chancellor (F&A)
University Secretary
University Bursar
Dean of Students*

*Dean of Faculty/School
Heads of Department
Faculty/School Registrars
Guild President
Guild Education Minister
Notice Boards*