



MACHAKOS UNIVERSITY
OFFICE OF THE DEPUTY VICE-CHANCELLOR
ACADEMIC AND STUDENT AFFAIRS

FROM: DEPUTY VICE-CHANCELLOR (ASA) **REF:** MKSU/ASA/2/5/VOL.1

TO: ALL STUDENTS

DATE: 26TH JANUARY 2024

SUBJECT: REPORTING INTO THE SYSTEM AND UNIT REGISTRATION

This is to remind all the students who are currently on session that:

- i. By now **ALL STUDENTS** are expected to have reported into the ERP System which is normally free of charge.
- ii. That the **DEADLINE FOR FEE PAYMENT AND UNIT REGISTRATION IS FRIDAY, 9TH FEBRUARY 2024.**
- iii. After the deadline for unit registration, there will be no extension.
- iv. Those who will not have complied by **FRIDAY, 9TH FEBRUARY 2024** will be required to **DEFER** their studies for the Semester.

Kindly ensure compliance.

PROF. JAMES M. MUOLA, Ph.D.
AG. DEPUTY VICE-CHANCELLOR (ACADEMIC & STUDENT AFFAIRS)

Copy to: Vice-Chancellor
Ag. Deputy Vice-Chancellor (APF)
Deputy Vice-Chancellor (RIL)
Registrar (ASA)
Chief Finance Officer

JJA/fmi