



**OFFICE OF THE REGISTRAR
(ACADEMIC AFFAIRS)**

Ref: LU/ACA/R(AA)/GRAD/076/VOL.II/054

22nd September, 2022

All 2022 Graduates
Laikipia University

**RE: SCHEDULE FOR ISSUANCE OF CERTIFICATES AND TRANSCRIPTS
TO STUDENTS WHO GRADUATED ON JULY 29, 2022**

This is to inform all 2022 Graduates that their Certificates and Transcripts are ready for collection as indicated below:

S/No	SCHOOL	DATE
1	Science and Applied Technology	3 rd October, 2022
2	Humanities and Development Studies	4 th October, 2022
3	Business and Economics	5 th October, 2022
4	Education	6 th – 7 th October, 2022

Any certificate not collected after December 30, 2022 will attract a fee of Kes 1,000 and a storage fee of Kes 1,000 for every subsequent year.

For collection of certificate, you will be required to submit the following:

- i. A Dully filled Certificate Issuance Form; [Download here](#)
- ii. A Duly filled Clearance Form F16;
- iii. A Graduation Attire Issuance Form F17 and proof of payment of graduation fee;
- iv. A National ID card;
- v. A University student ID card; (in case of loss, payment of Kes 500 shall apply)
- vi. A University Receipt of Kes 500 as proof of payment for Official Academic Transcripts
from the University cash office;

NB:

- i. (v & vi) above to be paid before proceeding with the Certificate collection process;
- ii. Strictly adhere to the specified School issuance dates and fulfill all the conditions for the release of these documents;
- iii. Keep and preserve your degree and diploma certificates properly as they are not replaceable and you will need them for the rest of your working life;

Dr. R. K. Kiugu, Ph.D.
Registrar (Academic Affairs)

Vision : A University for Valued Transformation of Society

Mission: To serve students and society through research, education, scholarship, training, innovation, outreach and consultancy



Laikipia University is ISO 9001:2015 and ISO/IEC 27001:2013 Certified

