

University of Eastern Africa, Baraton
Chartered Legal Notice No. 111, 1991

UNDERGRADUATE GRADUATION APPLICATION AND AGREEMENT FORM

Year: 2015

Date of Application _____

Name _____
 First Middle Last

UEAB ID Number _____

Degree and major _____

COURSES YET TO BE COMPLETED AT UNIVERSITY OF EASTERN AFRICA, BARATON

First Trimester 2014/2015

Course	No	Course Title	Sem.Crs
		Total Credits	

I hereby petition to graduate in the year 2015. My bulletin year is 20___/20___. I know that the responsibility for meeting the degree requirements rests with me.

I will make no changes in this program without the approval of my advisor and the Registrar's Office.

Signed _____

Advisor: FIRST MAJOR

I have checked the courses against the student's check sheet. If these courses are completed successfully, this will meet all the requirements for this major.

MAJOR OR CONC _____

Signature of Advisor _____

Date _____

Signature of Department Chair _____

Date _____

Advisor: SECOND MAJOR

I have checked the courses against the student's check sheet. If these courses are completed successfully, this will meet all the requirements for this major.

MAJOR OR CONC _____

Signature of Advisor _____

Date _____

Signature of Department Chair _____

Date _____

Advisor: MINOR

I have checked the courses against the student's check sheet. If these courses are completed successfully, this will meet all the requirements for this major.

MINOR _____

Signature of Advisor _____

Date _____

Signature of Department Chair _____

Date _____

School Dean

I approve this arrangement of the student to cover the courses as recorded.

Signature of School Dean _____

Date _____

Registrar

Signature of Registrar _____

Date _____

Second Trimester 2014/2015

Course	No	Course Title	Sem.Crs
		Total Credits	

Third Trimester

Course	No	Course Title	Sem.Crs
		Total Credits	

YOUR CONTACTS

Home Postal Address: _____
Phone: _____
Mobile Phone: _____
Email: _____ Fax: _____

PARENT'S/GUARDIAN'S CONTACTS:

Postal Address: _____
Phone: _____
Mobile Phone: _____
Email: _____ Fax: _____

GENERAL INFORMATION

1. Make sure that you have been financially cleared one month earlier before the date of graduation.
2. The graduation fee must be paid 6 weeks before graduation.
3. If you plan to graduate in absentia, you must submit a petition in writing to the Registrar.
4. You are responsible for any error of omission or commission while filling out this form.
5. Deadline for submitting Graduation Applications is **SEPTEMBER 17, 2014**.
6. All Graduation Applications received after September 17, 2014 will be charged a **late application fee of Kshs 500**.
7. No Graduation Applications will be accepted after **JANUARY 12, 2015**.

PRINT your name exactly as it appears on the certificate of admission.

FIRST

MIDDLE

LAST

PLEASE NOTE:

IF ANY CHANGES ARE MADE IN YOUR SENIOR PROGRAM WITHOUT THE APPROVAL OF THE REGISTRAR'S OFFICE, THEN YOUR NAME WILL BE DELETED FROM THE GRADUATION LIST.

Signature: _____

Date: _____ UEAB ID Number _____

The Degree Certificate will be issued in the order of names as per the certificate of admission.
The graduand is responsible any error of omission or commission while filling the form.