



Maasai Mara University

OFFICE OF THE REGISTRAR – ACADEMIC AFFAIRS

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NAROK

FORM: Registrar Academic Affairs

DATE: 1st December 2023

FROM: All Invigilators

REF: MMU/AA031/006/2022/VOL.6(171)

SUBJECT: ELIGIBILITY OF STUDENTS TO SIT FOR EXAMINATIONS

As you are aware the end of Semester I examinations for the Academic year 2023/2024 will commence on Monday **4th December 2023** until **19th December 2023**. You are required to **strictly** ensure that only eligible students sit for the examinations. A student is eligible to sit for examinations if he/she is registered for the course units and has zero balance on fees. Eligibility to sit for the examinations can be confirmed by entering a student's admission number in the link <https://students.mmarau.ac.ke/services/attendance/> or from the examination attendance list. Any student not appearing in the examinations attendance list for whatever reason should **NOT** be allowed to sit for examinations. Instead they should be referred to the Registrar, Academic Affairs.

A student who has fulfilled the two requirements should therefore have an examination card whose card number must correspond with the one printed in the examination attendance lists. As such, a candidate will be required to carry to the examination room both the student's Identification card and the examination card. **A Fee statement should not be used to determine eligibility to sit for examinations.**

Dr. Otieno Fredrick Onyango
REGISTRAR Academic Affairs

OFO/tw

Copy to: Ag. Vice-Chancellor
Deputy Vice-Chancellor (ASA)
Ag. Deputy Vice-Chancellor (AF&S)
Deans of Schools
All COD's
Dean of Students
Finance Officer