



**KWAME NKURUMAH UNIVERSITY
OFFICE OF THE REGISTRAR
MEMORANDUM**

TO : ALL FULL-TIME STUDENTS

FROM : REGISTRAR

DATE : 12TH MAY 2025

SUBJECT : ELIGIBILITY FOR FINAL EXAMINATIONS

Reference is made to the above subject matter.

As you report for the final term and prepare for the end-of-academic-year final examinations, scheduled to commence on **Monday, 14th July 2025**, please ensure you meet the eligibility requirements outlined below.

To be eligible to sit for the final examinations, you must:

1. Have paid at least 80% of the required tuition fees.
2. Ensure all continuous assessment grades are recorded.
3. Have attended at least 80% of scheduled classes.

Students with outstanding balances must settle their accounts promptly to avoid exclusion from the examination schedule. Students whose accounts were deactivated due to non-registration should rectify their registration status for the next academic year.

For questions or assistance with the examination registration processes, please contact the Academic Office, Examinations, on 0977494444.

You are informed accordingly.



Polity Chilombe

Cc: Vice-Chancellor
Cc: Deputy Vice-Chancellor
Cc: Chief: Financial Officer; Librarian; Internal Auditor
Cc: Deans and Directors
Cc: IT Manager
Cc: Deputy Registrar Academic
Cc: Guild President

