



# TECHNICAL UNIVERSITY OF KENYA

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## Office of the Registrar - Academic

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**Date: 2<sup>nd</sup> July, 2025**

### **NOTICE TO ALL STUDENTS AND STAFF**

### **RESCHEDULING OF THE COMMENCEMENT OF THE SECOND SEMESTER EXAMINATIONS (2024/2025 ACADEMIC YEAR)**

Following a resolution by the University Senate during its meeting held on 2<sup>nd</sup> July 2025, and in view of concerns regarding potential unrest on 7<sup>th</sup> July 2025, the University has rescheduled the commencement of the Second Semester Examinations for the 2024/2025 Academic Year.

#### **Please note the following changes:**

1. The examinations will now commence on **Tuesday 8<sup>th</sup> July, 2025**, instead of the previously scheduled **Monday, 7<sup>th</sup> July 2025**.
2. All examination dates will be **shifted forward by one (1) day**.
3. The **revised examination timetable** has been issued by the **Deputy Registrar, Academic Secretariat and Coordination**.

All students and staff are advised to take note of these changes and adjust their schedules accordingly. The University regrets any inconvenience caused and appreciates your understanding and cooperation.

#### **Eligibility to Sit Examinations**

To be eligible to sit for examinations, students must meet the following requirements:

1. **Nominal Roll:** The student must have signed the Nominal Roll.
2. **Class Attendance:** The student must have attended at least 75% of the total contact hours for each prescribed course unit.
3. **Fee Clearance:** The student must have cleared all outstanding fee balances.

Students with outstanding fee balances as of 4<sup>th</sup> July 2025 will be required to defer their studies for a minimum of one (1) academic year and a maximum of two (2) academic years.

Examination results for students who are not eligible to sit for examinations will be deemed invalid. Consequently, departments will not be able to upload such results to the Examination Data Processing System.

## **Examination Conduct and Offenses**

Students are reminded that the following constitute examination offenses as outlined in the **TUK Examination Policy**:

### **1) Malpractices in the Conduct of Examinations (Section 9.9.4):**

- a) Sitting or attempting to sit an examination without valid documentation or proper authorization.
- b) Arriving more than 30 minutes after the examination has started, or leaving within the first 30 minutes without express permission.
- c) Engaging in disruptive behavior or unauthorized communication during the examination.
- d) Failing to comply with lawful instructions issued by invigilators.
- e) Assaulting or verbally abusing invigilators or University staff.

### **2) Cheating in Examinations (Section 9.9.5):**


- a) Possessing unauthorized materials or devices in the examination room.
- b) Copying, exchanging answers, or colluding with others.
- c) Plagiarism, including self-plagiarism.

### **3) Examination Fraud (Section 9.9.6):**

- a) Use of pre-prepared scripts.
- b) Falsifying marks or impersonating another candidate.
- c) Unauthorized submission of work or illegal access to examination materials.

For further information or clarification, please contact:

**Email:** [registrar.academic@tukenya.ac.ke](mailto:registrar.academic@tukenya.ac.ke)



Dr. Moses W. Wamalwa  
**ACADEMIC REGISTRAR**