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**MASENO UNIVERSITY
OFFICE OF THE FINANCE OFFICER**

INTERNAL MEMO

FROM: Finance Officer

DATE: 23rd March, 2023

TO: All Students

REF: MSU/FIN/82vol.2 (17)

SUBJECT: PAYMENT OF FEES ARREARS

This is a reminder to students in Kisumu, Main and Odera Akango Campuses that all students are required to complete payment of fees and register for examinations four weeks before the start of Semester examinations as per clause 2.4 of the Maseno University Students Information Handbook. This will enable you to **download your Exam Card** on time before exams begin in April.

Be advised, that, as per Section 8.14.7 of the Students Information Handbook; it is an **examination irregularity to sit for exams while having a fee balance**; disciplinary action **shall** be taken against you, with the penalty being **cancellation of all examinations** sat without fee payment and **suspension for two (2) Academic Years**.

ALL Students are required to settle any outstanding fees balance by **29th March 2023**. In case of portal non-reflection of fees paid, visit our Student Finance Offices for assistance.

Joseph Omondi
FINANCE OFFICER

Copy to: Deputy Vice-Chancellor (AFD)
Deputy Vice-Chancellor (ASA)
Registrar (ASA)
Director (SA)



***Keep Safe: Wear your mask properly, Wash your hands with water and soap or
Sanitize and Keep Social Distance.***

MASENO UNIVERSITY

ISO 9001:2015 CERTIFIED

