



**TOM MBOYA UNIVERSITY**  
KNOWLEDGE FOR SUSTAINABLE INNOVATION ENTERPRISE

## **OFFICE OF THE DEPUTY VICE CHANCELLOR (ARSA)**

### **INTERNAL MEMO**

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**FROM:** Ag. Deputy Vice Chancellor (ARSA)

**DATE:** 11 September 2023

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**TO:** All First Year Students

**REF:** TMU/DVC/ARSA/ADM 1/3(6)

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#### **RE: INTER/INTRA FACULTY PROGRAMME TRANSFERS**

Reference is made to the above subject matter.

Students who wish to transfer from one programme to another are hereby advised to do so as from Monday 11<sup>th</sup> September, 2023 to Thursday 14<sup>th</sup> September, 2023 at 5.00pm.

The inter faculty transfer process will be guided by the following:

- i. The student must meet the KUCCPS programmes requirement.
- ii. Transfers are not allowed into Education programmes.
- iii. Transfers are allowed from Education into other programmes in other Faculties.

Thank you.

**Prof. Elyjoy M. Micheni**  
**Ag. DEPUTY VICE CHANCELLOR (ARSA)**

**CC: Vice Chancellor**  
**Registrar ASA**  
**All Deans of Faculties**