



The Kiambu National Polytechnic

P.O Box 414-00900 Kiambu

Tel 020 3522550, 0727807713, 0734207663

Email principal@kist.ac.ke



16th November, 2023

NOTICE

KINAP 19TH GRADUATION CEREMONY

We are pleased to inform all graduands, students, staff, parents, guardians as well as the general public that the 19th Graduation Ceremony will be held on **Saturday 2nd December, 2023** starting from 8.00 am. Please note the following important information:

1. MODE AND VENUE

The Graduation Ceremony will be physical at the Kiambu National Polytechnic Graduation square with live streaming via various media platforms.

2. CONFIRMATION OF ORDER OF NAMES

Each graduand is required to confirm the accuracy of spelling and order of their names in the website (www.kist.ac.ke) or Kiambu National Polytechnic (formerly KIST) Facebook. Kindly forward corrections/complaints graduation@kist.ac.ke.

The deadline for these corrections is **Friday 24th November, 2023**.

3. GRADUATION FEES

All graduands are required to pay Graduation fee of Ksh. **3,000** which covers Convocation fee of **1,500** and hire of gown **1,500**. (750 is refundable upon return of gown.) Convocation fee of 1,500 to be paid to;

- a) Co-operative Bank Kiambu Branch, A/C **01100063992300**
- b) KCB Kiambu Branch, A/C **12178522204**
- c) M-PESA COOP Paybill **4108221**, Account number, graduands admission number.
- d) Hire of gown fee 1,500, will be paid to the supplier upon collection of gowns.

4. GRADUATION GOWN.

Graduation gown will be available for issue from Monday **27th November, 2023** to Thursday **30th November, 2023** at Administration Block B parking lot. Ensure you have the following:

- a) Institute clearance form showing you have cleared all fees.



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- b) Receipt as proof of payment for the convocation fee.
- c) Original National Identification Card.

NOTE: The gown **MUST** be returned by **Friday 8th December, 2023**. Late returns will incur a penalty of Kshs. **500** per day.

5. REHEARSAL.

Graduands participating in the graduation ceremony **MUST** attend the rehearsal at the graduation square on Friday 1st December, 2023 at 2pm.

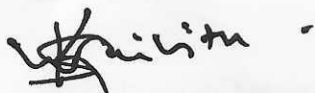
6. PHOTOS AND VIDEOS OF THE GRADUATION.

All attendees will be deemed to have consented to the capture of their photos/videos during the ceremony. These photos and videos may be used on Institute's documents and approved publicity platforms.

If you need further clarification, you may contact the Registrar or Head of departments through the following contacts:

- 1) registrar@kist.ac.ke
- 2) principal@kist.ac.ke
- 3) Tel: 0727 807 713, 0734 207 663, 020 3522550

Thank you.



SAMMY K. WAITITU
PRINCIPAL / SECRETARY BOG



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