



DEGREE/DIPLOMA/CERTIFICATE REQUEST FORM

UNIVERSITY OF EASTERN AFRICA, BARATON

P.O BOX 2500, ELDORET, KENYA, EAST AFRICA

CHARTERED LEGAL NOTICE NO.111.1991

1. Student ID# _____ Name _____
Tel# _____ E-mail _____
Student Authorization Signature _____
2. Degree Title and Option _____
3. Last Date attended UEAB: Trimester _____ Academic Year _____
4. Financial Clearance
 - I. Student Finance officer: Name _____ Signature _____
 - II. Student Account Balance _____ Date _____
5. Chief Accountant Authorization
 - I. Release the transcript as required
Name _____ Signature _____ Date _____
 - II. Do not release Transcript:
Name _____ Signature _____ Date _____
6. Conditions for issue
 - I. Degree certificate will be issued only to the graduate unless the graduate provides written authorization giving permission for it to be issued to a third party.
 - II. The institution is not responsible for degree certificates once issued.
 - III. Degree certificates not collected within six months from the time they are ready will be subject to a storage fee.