



**University of Eastern Africa, Baraton  
Chartered Legal Notice No. 111, 1991**

**UNDERGRADUATE GRADUATION APPLICATION AND AGREEMENT FORM**

**Year: 2024**

Date of Application \_\_\_\_\_

Name \_\_\_\_\_  
First Middle Last

UEAB ID Number \_\_\_\_\_

Degree and major \_\_\_\_\_

**COURSES YET TO BE COMPLETED AT UNIVERSITY OF EASTERN AFRICA, BARATON**

**First Semester/Trimester**

Course No	Course Title	Sem.Crs

I hereby petition to graduate in the year 2024. My bulletin year is 20\_\_\_\_/20\_\_\_\_. I know that the responsibility for meeting the degree requirements rests with me.

**I will make no changes in this program without the approval of my advisor and the Registrar's Office.**

Signed \_\_\_\_\_

**Advisor: FIRST MAJOR**

I have checked the courses against the student's check sheet. If these courses are completed successfully, this will meet all the requirements for this major.

**MAJOR OR CONC** \_\_\_\_\_

Signature of Advisor \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
Signature of Department Chair (with stamp) \_\_\_\_\_  
Date \_\_\_\_\_

**Second Semester/Trimester**

Course No	Course Title	Sem.Crs

**Advisor: SECOND MAJOR**

I have checked the courses against the student's check sheet. If these courses are completed successfully, this will meet all the requirements for this major.

**MAJOR OR CONC** \_\_\_\_\_

Signature of Advisor \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
Signature of Department Chair (with stamp) \_\_\_\_\_  
Date \_\_\_\_\_

**Inter-Semester/Third Trimester**

Course No	Course Title	Sem.Crs

**Advisor: MINOR**

I have checked the courses against the student's check sheet. If these courses are completed successfully, this will meet all the requirements for this major.

**MINOR** \_\_\_\_\_

Signature of Advisor \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
Signature of Department Chair (with stamp) \_\_\_\_\_  
Date \_\_\_\_\_

**School Dean**

I approve this arrangement of the student to cover the courses as recorded.

Signature of School Dean (with stamp) \_\_\_\_\_ Date \_\_\_\_\_

**Registrar** Signature of Registrar (with stamp) \_\_\_\_\_

Date \_\_\_\_\_

YOUR CONTACTS

Home Postal Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

PARENT'S/GUARDIAN'S CONTACTS:

Postal Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

**GENERAL INFORMATION**

1. You must submit your original certificate of High School and a copy of the same, **No graduation application will be accepted without the original certificate.**
2. Make sure that you have been financially cleared at least one month before the date of graduation.
3. Graduation will be held on **August 18, 2024**
4. The graduation fee must be paid 6 weeks before graduation.
5. If you plan to graduate in absentia, you must submit a petition in writing to the Registrar.
6. You are responsible for any error of omission or commission while filling out this form
7. Deadline for submitting Graduation Applications is **August 21, 2023.**
8. Graduation Applications received after **August 21, 2023** will be charged a **late application fee of Kshs 1000/=.**
9. **ABSOLUTELY NO GRADUATION APPLICATIONS will be accepted after December 06, 2023.**

**PRINT** your name exactly as it appears in the application form you submitted for admission to UEAB.

\_\_\_\_\_  
FIRST

\_\_\_\_\_  
MIDDLE

\_\_\_\_\_  
LAST

**PLEASE NOTE:**

**IF ANY CHANGES ARE MADE IN YOUR SENIOR PROGRAM WITHOUT THE APPROVAL OF THE REGISTRAR'S OFFICE, THEN YOUR NAME WILL BE DELETED FROM THE GRADUATION LIST.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ UEAB ID Number \_\_\_\_\_

Copies Distribution:      White (copy) **Registrar's office**      One (copy) **Student**      One (copy) **Department**