



TECHNICAL UNIVERSITY OF MOMBASA

Office of the Registrar Academic Affairs

INTERNAL MEMO

Ref : TUM/RAA/ADM/04 Vol.6 (160)
From : Registrar Academic Affairs
To : THE LISTED 2019 GRADUATES
Date : 18th February 2020
SUBJECT : SCHEDULE (III) FOR ISSUANCE OF ACADEMIC DOCUMENTS TO 2019 GRADUATES

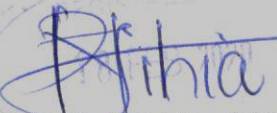
The academic documents for the graduates listed below (Attached Schedule III) who were conferred with various degree, and awarded diploma and certificates on the 7th graduation ceremony held on the 20th November 2019 are ready for collection at registrar academic affairs offices as per the attached schedule III as per dates indicated.

Please note for smooth and flawless issuance of documents all the graduates are required to note the following:

1. *The schedule is strictly adhered to and those who miss a different scheduled period will be considered in a fourth schedule which will be communicated at a later date.*
2. *Those who did not submit their **National Identity** cards as requested in the hoisted graduation list should do so without fail for ease of processing and scheduled at a later date.*

The required documents for issuance will be, **original (national Identity card, clearance form, and graduation forms)**.

Thank you.


Dr. Gichuhi Paul Njihia

Registrar Academic Affairs and Secretary to the Senate Board

Cc: VC, DVC ARE, DCLO





TECHNICAL UNIVERSITY OF MOMBASA
Office of the Registrar Academic Affairs

SCHEDULE III

COLLECTION OF CERTIFICATES AND TRANSCRIPTS - 2019 GRADUATES

S/N	FACULTY/SCHOOL/INSTITUTE/PROGRAMME	COLLECTION DATES
A	All Schools/Institutes who missed schedule (I) and (II) will only be served on the dates indicated. Kindly adhere accordingly.	26 th -28 th February 2020
B	HUMANITIES AND SOCIAL SCIENCES(i)	
	Bachelor of Technology in Hotel and Institutional Mgt.	
	Bachelor of Science in Tourism Management	
	Bachelor of Science in Development Studies	
	Bachelor of Journalism and Mass Communication	17 th -18 th March 2020
C	BUSINESS	
	Higher Diploma in Human Resource Management and IR	
	Diploma in Accountancy	
	Diploma in Business Management	
	Diploma in Secretarial Studies and Office Management	
	Diploma in Front Office Operations and Customer Care	
	Diploma in Sales and Marketing	
	Diploma in Human Resource Management	
	Diploma in Business Administration	
	Diploma in Shipping	
	Diploma in Procurement and Materials Management	
	Diploma in Logistics and Transport Management	
	Certificate in Human Resource Management	
	Certificate in Business Management	
	Certificate in Sales and Marketing	
	Certificate in Stores Management	
		19 th March 2020
		20 th March 2020
		23 rd March 2020
D	ENGINEERING	
	Higher Diploma in Technology in Electrical Power Engineering	
	Diploma in Quantity Survey	
	Diploma in Architecture	
	Diploma in Building and Civil Engineering	
	Diploma in Technology(Instrumentation and Control)	
	Diploma in Technology(Electronics and Automation)	
	Diploma in Technology(Electrical Power)	
	Diploma in Technology(Telecommunication)	
	Diploma in Mechanical Engineering(Plant)	
	Diploma in Automotive Engineering	
	Diploma in Mechanical Engineering(Production)	
		24 th March 2020
		25 th March 2020



	Diploma in Chemical Engineering	26 th March 2020
	Diploma in Medical Engineering	
	Diploma in Technology Medical Engineering	
	Certificate in Building and Civil Engineering	
	Certificate in Mechanical Engineering	
E	HUMANITIES AND SOCIAL SCIENCES(ii)	
	Diploma in Hotel and Institutional Management	27 th March 2020
	Diploma in Catering and Accommodation Management	
	Diploma in Tourism Management	
	Diploma in Public Relations	
	Diploma in Graphic Design	
	Diploma in Archives and Records Management	30 th -31 st March 2020
	Diploma in Community Development and Counselling	
	Diploma in Library and Information Sciences	
	Diploma in County Governance and Ethics	
	Diploma in Mass Communication	
	Certificate in Catering and Accommodation	
	Certificate in Mass Communication	
	Certificate in Community Development and Counselling	
F	COMPUTING AND INFORMATICS	
	Certificate in Information communication Technology and Maintenance	31 st March 2020

Dr. Gichuhi Paul Njihia

Registrar Academic Affairs and Secretary to the Senate Board