

# **UNIVERSITY OF NAIROBI**

## **INTERNAL MEMO**

**FROM: ACADEMIC REGISTRAR**

**DATE: 7/8/2020**

**TO: ALL DEANS AND DIRECTORS**

**REF: AR/A/1/8/20**

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### **RE: ACADEMIC RECORDS AND NO CHANGE OF NAMES POLICY**

Please refer to requests by applicants seeking to be admitted to the University using names on sworn affidavits or deed polls.

The University of Nairobi admits students based on Senate approved admission criteria. Applicants are admissible upon submission of result slips and or certificates required for the particular courses they are interested in pursuing.

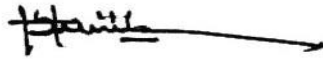
The names in the result slips and certificates are the names that will be officially used in all academic records and shall be the names that will appear in the official University of Nairobi certificates.

University policy on no change of names does not allow use of affidavits or deed polls for change of names during the student's academic stay at the University.

The court case Petition no. 63 of 2018 has settled the matter in question that an affidavit, deed poll and the likes are not academic documents for purposes of names.

Applicants shall only be admitted using the names that appear on the result slips and or certificates they present for admission purposes.

Please advise applicants accordingly.

A handwritten signature in black ink, appearing to read 'H.O.D. Webuye', with a long horizontal line extending to the right.

**WEBUYE, H.O.D**  
**ACADEMIC REGISTRAR Ag.**

Cc.

Vice Chancellor  
Deputy Vice-Chancellors  
All Principals  
Chief Legal Officer