



MAASAI MARA UNIVERSITY
OFFICE OF THE REGISTRAR, ACADEMIC AFFAIRS

STUDENT CLEARANCE FORM

PART A: To be Completed by the Students

Name:	Adm. No:
School:	Department:
Hostel (Where applicable):	Room No:
Home Address:	Telephone. No.:

**PART B: To completed, signed and stamped by CODs of respective Departments, Deans and Registrar (AA).
Item(s) still in the possession of the student should be indicated together with the cost**

1	ACADEMIC DEPARTMENT	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	Chairman's Signature:	Date:

2	SCHOOL	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	Deans Signature:	Date:

3	LIBRARY	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	Signature:	Date:

4	UNIVERSITY HEALTH CLINIC	CLEARED/ NOT CLEARED
	Remarks/Item (s):	
	Signature:	Date:

5	GAMES DEPARTMENT	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	Games Tutor's Signature:	Date:

6	CATERING DEPARTMENT	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	Catering Officer's Sign:	Date:

7	HOSTELS DEPARTMENT	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	Housekeeper's Signature:	Date:

8	PHYSICS LABORATORY	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	Technician In Charge Sign:	Date:

9	CHEMISTRY LABORATORY	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	Technician In Charge Sign:	Date:

10	BIOLOGY LABORATORY	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	Technician In Charge Sign:	Date:

11	COMPUTER LABORATORY	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	Technician In Charge Sign:	Date:

12	NURSING LABORATORY	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	Technician In Charge Sign:	Date:

13	DEAN OF STUDENTS	CLEARED/ NOT CLEARED
	Remarks:	Charge Kshs.
	DEANS' Signature:	Date:

14	OMBUDSMAN OFFICE	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	HOD Signature:	Date:

15	REGISTRAR, ACADEMIC AFFAIRS	CLEARED/ NOT CLEARED
	Remarks/Item (s):	Charge Kshs.
	Registrar's Signature:	Date:

16	FINANCE DEPARTMENT	CLEARED/ NOT CLEARED
	Total charges for all the departments:	
	Outstanding fees:	
	In Charge Student Finance Sign:	Date:

Note to students

The duly completed form should be handed over to the Academic Registry together with the Student Identity Card. The student is expected to retain a copy, certified by the In Charge, Academic Registry, to be presented when collecting the Degree/Diploma certificates.