



MOI UNIVERSITY
OFFICE OF THE DEPUTY VICE CHANCELLOR
ACADEMICS, RESEARCH, EXTENSION & STUDENT AFFAIRS
INTERNAL MEMO

TO: All 1st year Students

DATE: 29th August, 2024

FROM: DVC (A, R, E, &SA)

REF: MU/ACD/DR/IST/06

RE: INTERSCHOOL/PROGRAMME TRANSFER – 2024/2025 ACADEMIC YEAR

This is to inform all First Year students who intend to transfer from one programme to another that the online transfer application is open. The **deadline** for all students will be **10th September, 2024**.

Bachelor of Education (Arts) - Business Studies (EDB) students are advised to confirm their teaching combinations if in tandem with the requirements of the programme.

To transfer you are advised to confirm your weighted cluster points versus cutoff points requirements of the programme you wish to transfer to from the KUCCPS portal.

To proceed kindly visit your KUCCPS student portal for qualification verification before applying.

Application Procedure

The transfer process is available at your student portal-Academic request tab. Kindly attach the following documents:

1. KCSE result slip
2. Print out/screenshot of KUCCPS weighted cluster points as it appears in KUCCPS student portal.

→Log in to the student portal→ Click programme transfer tab → Choose the Programme you want to transfer to and click ok then wait for feedback in the portal.

Students who meet the cut-off points and subject combination requirements will be considered on merit taking into consideration available capacity of the programme applied.

**Note: Once inter-programme transfer is successful, it will be irreversible.
You can only apply to one programme.**


PROF. I. N. KIMENGI, Ph.D
DEPUTY VICE CHANCELLOR (A,R,E&SA)

CC	Vice Chancellor	Director, ICT – Prof. Joyce Komen – To place on the website
	DVC (A, P&S)	Registrar (A, R, E&SA)
	Principal, CHS	Registrar (A, P&S)
	All Deans	All Notice Boards
	Chief Finance Officer	Deans/student whatsapp groups



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