



KENYATTA UNIVERSITY
DEPARTMENT OF FASHION DESIGN AND MARKETING

SERVICE DELIVERY CHARTER

We are Committed to Courtesy and Excellence in Service Delivery

Services Rendered	Requirements	Charges	Timeline
Unit Registration	<ul style="list-style-type: none">• Student Unit Registration Form• Finance clearance	Free	1 Month
Teaching	<ul style="list-style-type: none">• Course Outline	Free	1 st Week of Teaching
	<ul style="list-style-type: none">• Class Attendance	Free	Per Semester
Processing of CATs and Assignments	<ul style="list-style-type: none">• CATs/Assignments/Tasks	Free	2 Weeks
Examinations Results queries	<ul style="list-style-type: none">• Missing unit Marks Form• Print out of exam results	Free	2 Weeks
Processing of Postgraduate proposal	<ul style="list-style-type: none">• Post graduate seminar	Free	Once every month
Academic advisory	<ul style="list-style-type: none">• Academic advisory	Free	6 th Week of every Semester

In case of complaints or compliments regarding the services offered, please contact:
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