



RAMOGI INSTITUTE OF ADVANCED TECHNOLOGY

RIAT HILL

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NOTICE

FROM: PRINCIPAL
TO: ALL TRAINEES
DATE: 17TH JULY 2023
REF: RIAT/85/VOL.11/62

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END OF TERM AND NEW TERM PROCEDURE

(1) Examinations

Trainees taking KNEC/CDACC examinations are expected to leave upon completion of examinations which end on 4th August 2023.

- Trainees not taking KNEC/CDACC examinations are expected to leave for August holidays upon completion of internal assessment/examinations which end on 28th July 2023.

(2) Fee payment

Trainees are expected to obtain printed fee balances for relay to parents/guardians/sponsors.

- Trainees are expected to pay fees in full or as per agreed instalments on the opening date.
- Trainees will also be expected to register in the MIS system.
- Trainee not registered in the MIS system will not be allowed in class.

(3) New Term

The new term commences on 29th August 2023; Trainees will be expected to register in the MIS system through the trainees portal and confirm status with the office of the Registrar.

(4) **Training**

Tuition will commence on 4th September 2023 for duly registered trainees.

- It is expected that trainees will have already registered.
- No staff will be available for registration as from 4th September 2023 as they will be engaged in training.

(5) **Funding**

The trainees are encouraged to keep in touch with the website for communication on when the Scholarship/Capitation/HELB portal will be open so as to apply for funding.

(6) **November 2023 KNEC REGISTRATION**

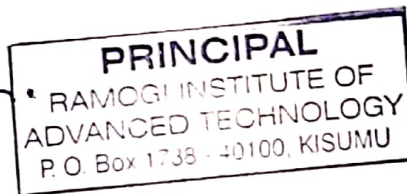
Registration for November 2023 KNEC closes on 28th July 2023 upon mandatory payment of KNEC fee.

(7) **Industrial Attachment**

The trainees proceeding on industry attachment are required to clear with the Industrial Liaisons' office and obtain instructions on the same.

I wish all trainees well as they proceed for August holiday.


Tom Mulati



Copy to:

- ✓ Deputy Principal - Administration
- ✓ Deputy Principal - Academics
- ✓ All HODs