



# The Presbyterian University of East Africa

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Office of the Registrar (Academics and Students' Affairs)

## NOTICE

**TO : GRADUATES, CLASS OF 2023**  
**FROM : UNIVERSITY REGISTRAR**  
**DATE : TUESDAY, 23<sup>RD</sup> JANUARY 2024**  
**SUBJECT : ISSUING OF CERTIFICATES AND TRANSCRIPTS**

Receive Christian greetings from The Presbyterian University of East Africa (PUEA).

The above subject matter refers.

This is to inform all those who graduated during the 14<sup>th</sup> Graduation Ceremony held on **Friday, 8<sup>th</sup> December 2023** that certificates and transcripts are now ready for collection in person from the University examinations office during working hours. The schedule for issuance is as follows:

**Week 1: Tuesday, 23<sup>rd</sup> January to Friday, 26<sup>th</sup> January 2024, 8:00 am - 5:00 pm**

1. Bachelor of Arts in Mass Communication
2. Bachelor of Education (Arts)
3. Bachelor of Education (Early Childhood Education)
4. Bachelor of Education (Science)

**Week 2: Monday, 29<sup>th</sup> January to Friday, 2<sup>nd</sup> February 2024, 8:00 am - 5:00 pm**

5. Bachelor of Arts in Criminology
6. Bachelor of Business Administration
7. Bachelor of Science in Computer Science
8. Bachelor of Science in Hospitality and Tourism Management
9. Bachelor of Science in Occupational Therapy
10. Bachelor of Theology
11. Master of Business Administration (MBA)
12. Master of Education in Educational Management

**Week 3: Monday, 5<sup>th</sup> - Friday, 9<sup>th</sup> February 2024, 8:00 am - 5:00 pm**

13. All diplomas and Certificates including Lay Training and Theological Education by Extension Courses


The following will be required before issuance of certificates and transcripts:

- a.) Duly completed university clearance form available from the admission's office;
- b.) Graduand's gown clearance note;
- c.) Original National Identity Card (ID card) or Passport;
- d.) Original Student Identity Card;

All graduates are advised to come for their certificates and transcripts in person strictly on the day of appointment as scheduled above to avoid inconveniences. Remember this is a legal document that can not be issued to a third person.

Thank you.

Yours faithfully,

  
M. M. Mainye  
University Registrar  
Copy to:



Vice Chancellor	Heads of Departments and Sections	Admissions office	PUSA
Deputy Vice Chancellor	Examinations office	ODEL Teaching Centres	University website and social media platforms