



KENYATTA UNIVERSITY

DEPARTMENT OF CLINICAL RADIOLOGY AND IMAGING SERVICES

Email: chair-cris@ku.ac.ke Ext 3388

INTERNAL MEMO

S/NO.	SERVICES RENDERED	REQUIREMENTS	CHARGES	TIMELINE
1.	Unit Registration	<ul style="list-style-type: none">• Students Unit registration form• Finance Clearance	Free	1 Month
2.	Units Adjustments	Unit Adjustment form	Free	3 days
3.	Confirmation of student Unit registration data	Student ID	Free	Immediate
4.	Examination Result Queries	<ul style="list-style-type: none">• Missing Unit marks form• Result slip	Free	1 week
5.	Recommendation/introductory Letters/confirmation of units covered	<ul style="list-style-type: none">• Student ID• Request letter	Free	1 day

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

**The Chairperson, Department of Clinical Radiology and Imaging Services,
Kenyatta University. P.O. Box 43844-00100 Nairobi.**

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