



KENYA INSTITUTE OF MASS COMMUNICATION  
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## The KIMC Nairobi Campus Graduation Ceremony

The Kenya Institute of Mass Communication (KIMC) wishes to inform all graduands, students, Staff of KIMC, parent/guardians and members of the public that the **2024 Graduation Ceremony** will be held on **Wednesday, 27<sup>th</sup> November 2024** at the Nairobi South B campus starting at **8.00 am**.

### Clearance

All prospective graduands for the award of various Diplomas and Certificates in the Academic Year 2023/2024 should clear with their respective Departments and Finance Office, by **Friday, 22<sup>nd</sup> November 2024**. **Graduation Clearance Form** can be accessed online through the KIMC Website.

### Graduation Fee

Each graduand must pay a non-refundable convocation fee of **Kshs.3,000.00** latest **Friday, 22<sup>nd</sup> November 2024** through the SMIS platform that is integrated to the Government **e-citizen** pay bill Number **222222**

### Confirmation of Name Order

The list of cleared graduands has been uploaded on the Institute's website. **All graduands are supposed to confirm the order of their names as they should appear in their certificates.** Corrections to the order of names should be communicated to the Registrar (Academic Affairs) using the link provided alongside the uploaded list on/before **Friday, 22<sup>nd</sup> November 2024**. Note that corrections are limited to the spelling or order of names, no new name can be introduced different from that on National ID and Admission letter.

### Graduation Gown

The graduation attire will be available for collection from **Friday, 22<sup>nd</sup> November 2024** between 8.00am and 3.00pm upon clearance. The gown **MUST** be returned on/or before **Tuesday, 10<sup>th</sup> December 2024**, failure to which it will accrue daily charges of **Ksh.500.00** per day to a maximum of **Ksh10,000.00** if lost.

### Rehearsal

Graduation rehearsal will be conducted on **Tuesday, 26<sup>th</sup> November 2024** at **2.30pm** at the Graduation Square. All graduands are required to attend the rehearsal and must be seated by **2.00pm**.

### Punctuality

Graduands must be punctual for both **Rehearsal** and **Graduation** Ceremony. Invited guests should be seated by **8.00 am** on the Graduation Day. Graduation Procession will begin at **8.30am**.

### Graduation Book

The Graduation book can be downloaded from the Institute website at [www.kimc.ac.ke](http://www.kimc.ac.ke)

### Collection of Certificates

The certificates will be ready for collection from **Monday, 3<sup>rd</sup> February 2025** and not later than **Friday, 2<sup>nd</sup> May 2025**, after which they shall accrue storage charges.

### Graduation Proceedings

The graduation ceremony will be physical and will be streamed Live on **KIMC Facebook Page** and **You Tube Channel**.

### Enquiries

For more information on the 2024 graduation, training programs and course application procedure, kindly visit the Institute website at [www.kimc.ac.ke](http://www.kimc.ac.ke) email [info@kimc.ac.ke](mailto:info@kimc.ac.ke) or Tel **0708262895**

Director,  
KIMC

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