

## **TECHNICAL UNIVERSITY OF MOMBASA**

Office of the Registrar Academic Affairs

#### INTERNAL MEMO

Ref

: TUM/RAA/ADM/04Vol 7 (140)

From

: Registrar Academic Affairs

To

: ALLSTUDENTS (MAIN, KWALE AND LAMU) CAMPUSES

Date

: 9th April 2021

**SUBJECT** 

: RELEASE OF MARCH 2021 SERIES SPECIAL/ SUPPLEMENTARY

EXAMINATIONS FOR ALL CONTINUING STUDENTS

Following the deliberations of the 34th Senate Board of Examiners (SBE) meeting held on the 8th and 9th April 2021 the results for (SOAHS, SOB, SOET, SOHSS, and ICI) for the March 2021 series special/ Supplementary examinations have been approved and released to students from today Friday the 9th April 2021.

All the continuing students who sat for the special supplementary examinations are therefore requested to confer and liaise with their respective departments and schools to obtain their examination results status and confirm their progression status via all available online media platforms available for your schools including the emails below:

- a) SOAHS: dean.applied-health@tum.ac.ke
- b) SOET: dean.engineering@tum.ac.ke
- c) SOB: sbs@tum.ac.ke
- d) SOHSS: shss@tum.ac.ke
- e) ICI: directorici@tum.ac.ke

All students who failed to satisfy the School, Directorate and the Senate board of examiners with reference to the **Revised TUM academic policy 2019 Section 6.11 and 6.12** as attached herein should take necessary action in liaison with the departments to avoid illegal progression to the next academic year 2020/2021 which is beginning on virtual blended online learning platform from the **12**th **April 2021.** Lists of students with academic issues will also be shared by Schools and placed in the University website.







Additionally, as earlier communicated vide reference TUM/RAA/ADM/04 Vol.7 (131) on the University website (<a href="https://www.tum.ac.ke/media/notice?id=2021287183">https://www.tum.ac.ke/media/notice?id=2021287183</a>) the semester is proceeding on virtual blended online learning and an ODEL induction training schedule by ICTS and ODEL directorates is available on the University website. (<a href="https://www.tum.ac.ke/media/notice?id=2021287184">https://www.tum.ac.ke/media/notice?id=2021287184</a>).

Thank you.

Dr. Gichuhi Paul Njihia

Registrar Academic Affairs and Secretary to the Senate Board

Cc: VC, DVC ARE, DVC AFP, FO, DCLO, Dean (SoAHS, SoET, SoB, and SoHSS), Dean of Students, Director (ICI, SGS, QA, Kwale and Lamu) All COD's, SAR (Examinations), and TUMSA President

Senate Board of Examiners, be sor undertake extra work for the course units after sitting special lementary examinations.

Examiners and with the approval of the Senate Board of Examiners, be permitted to take special examinations or undertake extra work for continuous assessment.

ii. A student who fails less than one third of the course units after sitting special examinations shall be allowed to take supplementary examinations.

# 6.11 Student Progression

 To proceed to the succeeding year of study, the student should have cleared fees and passed all the course units for the previous year of study.

ii. Continuation in any programme on academic grounds is determined by the student's progressive performance as expressed by the grades attained at the end of each semester or academic year.

iii. A student who fails up to one third of the course units taken in an academic year will be allowed to sit for supplementary examinations.

iv. A student who fails more than one third up to half of the course units taken shall retake (repeat) the failed units.

v. A student who fails more than half of the course units in an academic year shall repeat the year (register for all the course units).

vi. A student who fails in any course unit(s) at supplementary examination shall retake the course unit(s). Such a student shall not be allowed to proceed to the next academic year of study.

vii. A student who fails to attain two thirds attendance in a given programme Course unit shall not be allowed to sit for examinations in that Course unit. The student shall retake (repeat) the course unit.

viii. In all cases, no student shall be allowed to repeat more than:

Three (3) academic years in the School of Engineering and Technology.

Two (2) academic years in the School of Business, School Humanities and Social Sciences, School of Applied and Health Sciences and Institute of Computing and Informatics.

## 6.12 Discontinuation

A student who retakes and fails supplementary for more than:

Three (3) academic years in the School of Engineering and Technology. Or

Two (2) academic years in the School of Business, School Humanities and Social Sciences, School of Applied and Health Sciences and Institute of Computing and Informatics shall be **DISCOUNTINUED**.

Academic Policy 2019

- ii. Discontinuation shall be approved by the Senate Board of Examiners and the student together with his/her sponsors will be informed in writing by the Registrar Academic Affairs.
- iii. A discontinued student forfeits his/her right to any academic certificate from TUM. However, s/he may reapply to be admitted in another programme.

#### 6.13 Misconduct at Examinations

- i. Any student found to be dishonest or guilty of any irregularity during any Continuous Assessment or University Examinations shall be disqualified from the examination and the case referred to the Student Disciplinary Committee for determination as per the University Regulations/Student Handbook.
- ii. The University Rules and Regulations shall apply in all examination disciplinary cases.

### 6.14 Transcripts

- i. At the end of every academic year, the Registrar Academic Affairs shall ensure preparation and issuance of academic transcripts for each student in the form of literal grades for course units undertaken during the year under consideration.
- ii. Deans of Schools, Directors of Institutes and Principals of Colleges shall issue provisional transcripts after the release of end of semester examinations for students who have met all their obligations to the University (academic, administrative, financial or any other requirements) pending approval by the Senate. The provisional transcript shall have one of the following remarks:
  - a) Proceed to the next semester
  - b) Proceed to the next year of study
  - c) Repeat the year
  - d) Retake the course units
  - e) Deregistered
  - f) Discontinued
  - g) Award Certificate, Diploma, Higher Diploma
  - h) Confer Bachelor, Master, or PhD Degree.