



25/10/2024

# MASENO UNIVERSITY

## OFFICE OF THE REGISTRAR, ACADEMIC AND STUDENT AFFAIRS

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### CALL FOR APPLICATION FOR VALEDICTORIAN AWARDS DURING THE UPCOMING 24<sup>TH</sup> GRADUATION CEREMONY

Maseno University is committed to maintaining the highest standards of academic integrity in the conferment of degrees and award of diplomas and certificates. During the forthcoming 24<sup>th</sup> Graduation Ceremony scheduled for 6<sup>th</sup> December, 2024, the University intends to give opportunity to the best two graduating class students to receive Valedictorian and Salutatorian awards. Interested students who meet the following criteria are requested to apply for consideration.

- (i) Must have demonstrated excellence in academics by having a cumulative average score of at least 70.00%.
- (ii) Must have demonstrated excellence in leadership, community service, cocurricular and extra-curricular activities.
- (iii) Must not have been involved in any disciplinary or examination irregularity case while being a student at the University.
- (iv) Should not owe the University any fees.

You are required to apply by filling the prescribed application form (attached) and submit the same to the office of Registrar, Academic and Student Affairs via email [reg.asa@maseno.ac.ke](mailto:reg.asa@maseno.ac.ke) or by dropping the application at the office of Registrar, ASA at Main Campus. The deadline for submission of applications is **6<sup>th</sup> November, 2024**. Successful applicants will be contacted by the office of the Registrar, Academic and Student Affairs within one week of Senate approval.

A handwritten signature in blue ink, appearing to read 'Rose Omoga-Chiaji'.

**Ms. Rose Omoga-Chiaji**  
**REGISTRAR, ACADEMIC AND STUDENT AFFAIRS**



## MASENO UNIVERSITY

### APPLICATION FORM FOR VALEDICTORIAN AWARD OF MASENO UNIVERSITY

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ACADEMIC YEAR: \_\_\_\_\_ DATE: \_\_\_\_\_

#### PART A: NOMINEE DETAILS

NAME: \_\_\_\_\_ REG. NUMBER: \_\_\_\_\_

PROGRAMME: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

GENDER: \_\_\_\_\_

#### PART B: NOMINATOR DETAILS

NAME: \_\_\_\_\_ DESIGNATION: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

SIGN: \_\_\_\_\_

#### PART C: ACADEMIC RECORD OF NOMINEE

CUMULATIVE POINTS: \_\_\_\_\_ (*Minimum points for qualification is 70.00%*)

#### PART D: PLEASE ANSWER THE FOLLOWING QUESTIONS

- (i) Has the nominee ever been involved in student leadership while studying at Maseno University? If Yes, then give details.

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- (i) Has the nominee ever been involved in examinations irregularity while studying at Maseno University? If Yes, then give details.

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- (ii) Has the nominee ever been summoned to student disciplinary committee while at Maseno University? If Yes, then give details.

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(iii) Has the nominee ever participated in extra/co-curricular activities while at Maseno University? If Yes, then give details.

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(iv) Has the nominee ever been involved in community service while at Maseno University? If Yes, then give details.

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(v) Does the nominee have any special needs? If Yes, then give details.

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(vi) State any other reasons why the nominee should be recognized by the University.

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#### **PART D: PUBLIC SPEAKING SKILLS**

**Comment on the nominee's public speaking ability.**

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#### **FOR OFFICIAL USE ONLY:**

##### **(a) Head of Department**

State whether the student deserves to be a Valedictorian or not (based on your own assessment and deliberations of departmental meeting).

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Name: \_\_\_\_\_ Sign and Stamp: \_\_\_\_\_

**(b) Dean of School**

Final Graduation Points: \_\_\_\_\_ (*Minimum points for qualification is 70.00%*)  
State whether the student deserves to be a Valedictorian or not (based on your own assessment and deliberations of school board meeting).

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Name: \_\_\_\_\_ Sign and Stamp: \_\_\_\_\_

**(c) Director of Student Affairs**

State whether the student deserves to be a Valedictorian or not.

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Name: \_\_\_\_\_ Sign and Stamp: \_\_\_\_\_

**(d) Student Finance**

Fee Balance: \_\_\_\_\_  
Comment

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Name: \_\_\_\_\_ Sign and Stamp: \_\_\_\_\_

**(e) Registrar, Academic and Student Affairs**

Comment on whether the student has ever been charged with exam irregularity/student disciplinary case. If Yes, what was the verdict?

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Any other relevant comment

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Name: \_\_\_\_\_ Sign and Stamp: \_\_\_\_\_

**(f) Valedictorian/Salutatorian Committee**

Comment

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Position: \_\_\_\_\_ Out of: \_\_\_\_\_

Award: \_\_\_\_\_

Committee Chair: \_\_\_\_\_ Sign: \_\_\_\_\_