

**UNIVERSITY OF NAIROBI**  
**FACULTY OF BUSINESS AND MANAGEMENT SCIENCES**

**\*\*\*CLEARANCE FORM\*\*\*\*\***

**FROM:**DEAN,  
FACULTY OF BUSINESS AND MANAGEMENT SCIENCES

**DATE:** í í í í í í

**TO:**FACULTY ACCOUNTANT

**REG. NO.**.....

**SUBJECT: CLEARANCE CERTIFICATE FOR THE AWARD OF THE DEGREE OF**

..í í í í í í í í í í í í ..í í

**NAME:**í ..

**CONTACT ADDRESS:** .....

**EMAIL ADDRESS:** .....í .

The above named was registered as a .....student in the Department /Institute/School/Centre of  
...í in the academic year: .....

Field of Specialization;.....í ...

We are in the process of finalizing his/her examination. We should therefore be grateful if you would indicate below if he/she has paid all fees and other dues, and if not,the outstanding amount owed to the University.  
Your immediate responses willhelp curb delays in the examination process of any postgraduate students who do not owe the University any money.

í .  
FOR THE ASSOCIATE DEAN, FOBMS

**SECTION FOR THE ASSOCIATE DEAN’S OFFICE (FOBMS)**

This is to certify that I have received the following documents:-

- (i) One soft copy of your Thesis/Project in PDF form.
- (ii) Certificate of corrections/revision (as appropriate)
- (iii) Declaration of originality form
- (iv) Digital Repository Agreement form
- (v) Ant plagiarism Report(signed by Supervisor and MBA/MSC Coordinator/Dean(PHD))
- (vi) Student ID

Signature of Clerkí ..  
Dateí í í í í í í í í í í í í í í í ..

**SECTION FOR STUDENT FACULTY ACCOUNTANT**

This is to certify that í has/has not settled all postgraduate fees and dues. And consequently the outstanding amount of money owed to the University is  
Kshs í .

**SIGNATURE: STUDENT FACULTY ACCOUNTANT** DATE í í í í í í í í í í .

**IMPORTANT NOTICE**

For purposes of the degree certificate, it is important that every student fills in the **correct** field of specialization.  
Once you have filled your details, forward your clearance form to **fob-graduatestudents@uonbi.ac.ke**