



**THE CO-OPERATIVE UNIVERSITY OF KENYA OFFICE OF THE
REGISTRAR (ACADEMIC AFFAIRS)**

Website: www.cuk.ac.ke **Email:** registraraa@cuk.ac.ke

ONLINE STUDENT'S CLEARANCE - GRADUATION MODULE

There are two steps for eligibility for graduation

Step 1: Student Clearance

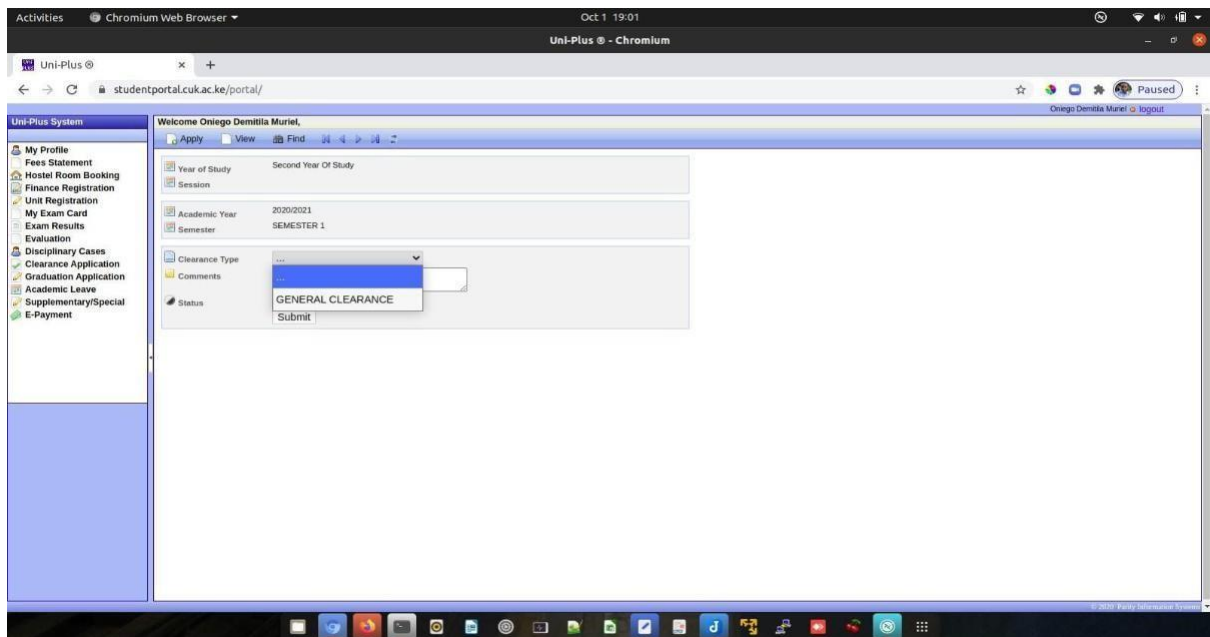
This step goes through the following approval processes:-

1. Department
2. School/Faculty
3. Library catering
4. Games & Sports
5. Students Affairs
6. House Keeping
7. Academic Registry/Admissions
8. Finance
9. Examination

This clearance process **MUST** be complete for you to **apply for graduation**.

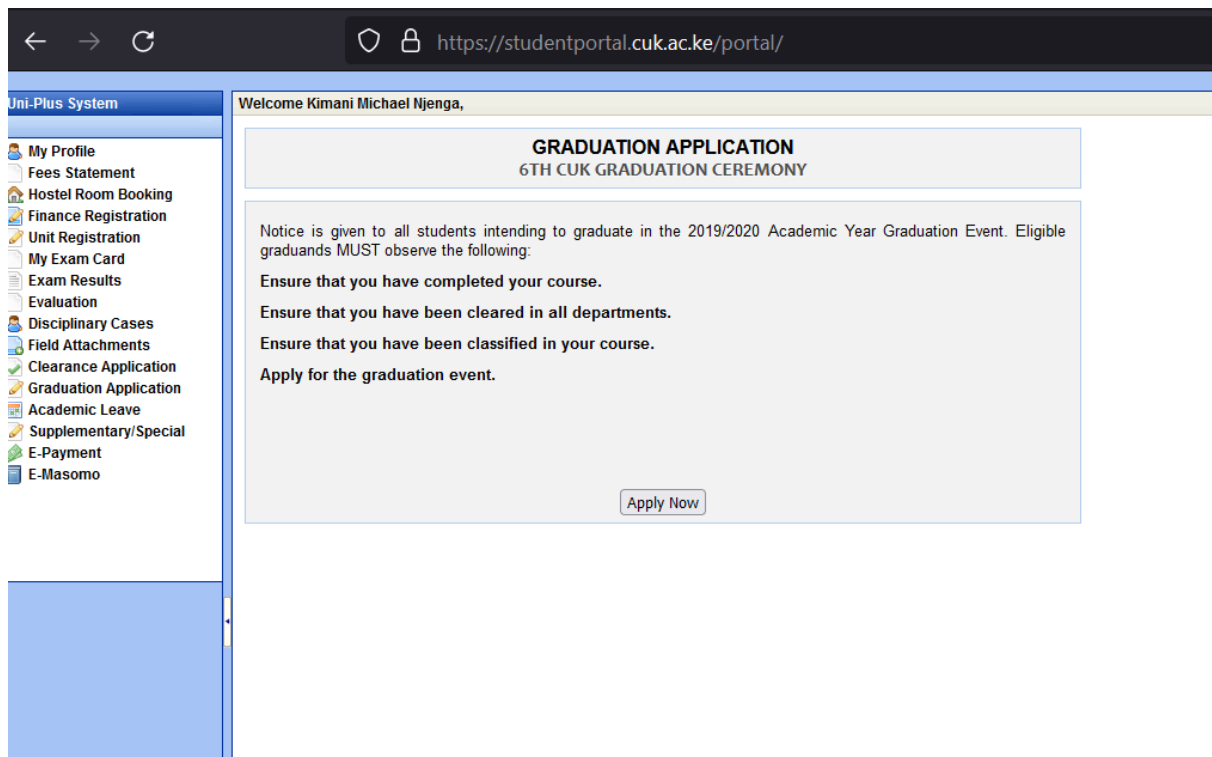
How to apply for student clearance

1. Login to student portal <https://studentportal.cuk.ac.ke/portal/>
2. Go to **Clearance Application** > click **Apply and Continue** > Clearance Type: **General Application** > **Submit**



Step 2: Graduation Application

Once the approval process from Step 1 is complete **click Graduation Application** > Click on **Apply now**.



Confirm Billing for Graduation fees.

Uni-Plus System

Welcome Kimani Michael Njenga,

GRADUATION APPLICATION

6TH CUK GRADUATION CEREMONY

Invoice Preview

Code	Description	Amount
ALUMNI	Alumni Fee	KES 1,000.00
G	Graduation Fee	KES 4,000.00
GC	Graduation Gown	KES 1,000.00
Total		KES 6,000.00

Listed above are the graduation charges for **UNDER GRADUATE(BACHELORS)**. By clicking 'Continue', you do agree that **Co-operative University of Kenya** should debit your account with a sum of **KES 6,000.00**.

I agree to be invoiced!

Continue

Update your **Full Names** as they will appear on the certificate. **Agree** to the update and **Submit Application**.

Uni-Plus System

Welcome Jerono Caroline,

GRADUATION APPLICATION

6TH CUK GRADUATION CEREMONY

Graduation Info | Contacts | Invited Guests | Dates & Items | Billing

Full Name: JERONO Caroline
Please indicate the order in which these names will appear on the certificate.

Faculty: SCHOOL OF CO-OPERATIVE & COM DEVELOPMENT

Programme: BACHELOR OF CO-OPERATIVE BUSINESS

Degree/Certificate: BACHELOR OF CO-OPERATIVE BUSINESS

Do you plan to attend 6TH CUK GRADUATION CEREMONY? Yes No

I do agree that the information provided above is true and accurate. Please note that the information CANNOT be altered after submitting the application.

Submit Application

