

 ZETECH UNIVERSITY Inventing the future	Zetech University P.O.Box 2768-00200,Nairobi Mobile:0719 034500 E-mail:admissions@zetech.ac.ke Website:www.zetech.ac.ke	
	REGISTRAR ACADEMIC AFFAIRS	
REQUEST FOR COMPLETION LETTER	Reference	F-7-15
	Issue/Rev.	1/3

Name of student

Admission Number.....

Commencement: Intake month & year.....

Completion: Month.....Year.....

Programme.....Specialization (if any).....

I would like to request a completion letter having undertaken ALL the requirements of my course.

Expected Month & Year of Graduation.....

Students signature.....Phone no.....ID No.....

Head of Department.

Name:.....Signature Date:.....

Examinations office.

Name:.....Signature Date:.....

Library.

Name:.....Signature Date:.....

Student Registry.

Name:.....Signature Date:.....

Registrar (AA)

Name:.....Signature Date:.....

Authorized on 25/01/2025

