



**UNIVERSITY OF NAIROBI  
GRADUATE SCHOOL**

**Telephone: 020 4913129/4918030**

**E-mail: [gs@uonbi.ac.ke](mailto:gs@uonbi.ac.ke)**

**P. O. Box 30197-00100**

**NAIROBI, KENYA**

22<sup>nd</sup> May 2020

To All September 2020 Graduating Class,

**SUBMISSION OF FINAL THESIS/DISSERTATION/RESEARCH PROJECTS AND  
CLEARANCE AT GRADUATE SCHOOL**

This is to inform you that the Graduate School will receive the bound theses, dissertations and research projects; Monday to Friday from 9.00 a.m. - 2.00 p.m.

The bound theses, dissertations and research projects will be received by GS staff at the Reception 13<sup>th</sup> Floor of the University of Nairobi Towers. Students will be required to submit the following:

- i) Four copies of corrected thesis or two copies of dissertations/research projects (In the approved University of Nairobi format and bound at Jomo Kenyatta Memorial Library (JKML))
- ii) Soft copy of the final Thesis/ Dissertation/ Project (PDF format) in a CD as a single file
- iii) Turnitin report signed by lead supervisor and the Dean/Director
- iv) Declaration of Originality
- v) Certificate of Corrections
- vi) Deposit agreement form
- vii) The Library clearance form and receipts
- viii) Valid student ID

Upon submission of the above items, you are required to fill:

- Three (3) copies of pink clearance forms for Thesis (Masters and PhD).
- Three (3) copies of white clearance forms for Dissertation / Research Project

All should comply with the Ministry of Health directives during this COVID-19 pandemic.

Please do not hesitate to contact the Director, Graduate School on **0204913129** or **0204918030** if you require further clarification or assistance on this matter.

**PROF LYDIA NJENGA**  
**DIRECTOR, GRADUATE SCHOOL**

c.c Vice-Chancellor  
Deputy Vice-Chancellor (AA)  
Deputy Vice-Chancellor (RIE)