

ALUPE UNIVERSITY

OFFICE OF THE DEPUTY VICE CHANCELLOR (ARSA)

Internal Memo

FROM: Ag. DEPUTY VICE CHANCELLOR (ARSA) **DATE:** 4TH DECEMBER, 2023

TO: GRADUATING STUDENTS **REF:** AU/ARSA/STUDENTS/VOL.1/23

SUBJECT: - COLLECTION OF ACADEMIC CERTIFICATES AND TRANSCRIPTS

This is to inform **ALL GRADUATING STUDENTS** that Alupe University will commence the above exercise on Monday 11th December, 2023 at 9:00 am at the office of the Deputy Vice Chancellor (ARSA). You are therefore requested to come with a duly filled clearance form and a copy of the academic gown hiring form.

Thereafter, certificates that will not have been collected after six (6) months will attract storage charges.

Thank you.



PROF. JOHN CHANG'ACH
Ag. DEPUTY VICE CHANCELLOR (ARSA)

Cc: Vice Chancellor
Deputy Vice Chancellor (AFD)
ALL Deans