



MEMO

FROM : REGISTRAR'S OFFICE
TO : ALL NEW AND CONTINUING TRAINEES
REF : MTTI/REG/IM/008 (2023)VOL 1
DATE : 14 AUGUST 2023
SUBJECT : REPORTING BACK DATES FOR THE TERM (Sept to Dec 2023)

The reporting date for New Trainees (*September 2023 Intake*) is on 28th August, 2023 and not later than 1st September, 2023.

Continuing Trainees will report on *Friday, 1st September, 2023*.

Please also note that Classes shall strictly commence on **4th September, 2023**. All Continuing Trainees **should** report back through the system and be issued with the **Reporting Back Cards**.

Thank you.



Joseph K Miriti (Mr)
Registrar

Cc

- Principal
- DP/Academics
- DP/ Administration
- Dean of Students
- Academic Heads of Departments
- All Trainers