



MASENO UNIVERSITY
OFFICE OF THE FINANCE OFFICER
INTERNAL MEMO

FROM: Finance Officer

DATE: 19th January 2026

TO: ALL STUDENTS

REF: MSU/FIN/83 vol.2 (79)

**SUBJECT: REMINDER TO SETTLE OUTSTANDING FIRST SEMESTER
HOUSEHOLD FEES**

As we approach the end of the 1st semester of the academic year 2025/2026, you are required to settle your outstanding household fees balance by January 30th, 2026. The University will be constrained from permitting any student with an outstanding household fees balance to proceed to the second semester.

Please be guided by **Section 8.14.7** of the Student Information Handbook, which emphasizes that all students are responsible for settling their fees in a timely manner.

If you have any questions or require assistance, please contact the Student Finance Office.

All students with outstanding balances are expected to comply by the stated deadline.

Thank you for your prompt attention to this matter.



Joseph Omondi
FINANCE OFFICER

Copy to: Deputy Vice-Chancellor (AFD)
Deputy Vice-Chancellor (ASA)
Registrar (ASA)
Director (SA)