



**MASENO UNIVERSITY**  
**OFFICE OF THE FINANCE OFFICER**  
**INTERNAL MEMO**

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**FROM:** Finance Officer

**DATE:** 19<sup>th</sup> January 2026

**TO: ALL STUDENTS**

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

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**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)