



TAITA TAVETA UNIVERSITY
Office of the Registrar (Academic, Research and Outreach)

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LETTER OF ACCEPTANCE/NON ACCEPTANCE BY THE CANDIDATE

(To be completed in **duplicate** by THOSE ACCEPTING the offer, please return ONE COPY ONLY)

Dear Sir,

Candidates Name:

(Surname)

(Other names)

Registration No:

Home County:

SECTION A

With reference to your letter offering me a place in the School of for a course leading to a Degree/Diploma of

This is to confirm that:

I do accept the offer and I PROMISE TO ABIDE by the rules and regulations governing the organization, conduct and discipline of the students of Taita Taveta University as spelt out in the “Regulations Governing the Conduct and Discipline of the Students of the University”, prepared in accordance with the Taita Taveta University Statutes.

Please signify your acceptance by signing your name below;

IDENTITY NUMBER/BIRTH CERTIFICATE NUMBER:

REGISTRATION NUMBER:

SIGNATURE: DATE:

Note: If you are not accepting this offer, please complete and return section B of the form.

SECTION B:

(To be completed by those **NOT ACCEPTING** the offer)

Dear Sir,

Candidates Name

.....

(Surname)

.....

(Other Names)

Registration Number

.....

(where Applicable)

With reference to your letter offering me a place in the School of

.....

For a course leading to the Degree/Diploma of

This is to confirm that **I WILL NOT ACCEPT** the offer, because of the following reasons:

(Mark X against that which is applicable)

No	Reason	Tick
1	Family Problems	
2	Ill Health	
3	I have been offered on Overseas Scholarship	
4	The University has not given me the course I applied for	
5	I have taken on employment	
6	Any other reasons (State the reasons here)	
	
	
	

Yours faithfully

(Surname)

(Other Names)

Signature **Date**