



**ZETECH
UNIVERSITY**

**DEAN OF STUDENT AFFAIRS OFFICE
THIKA ROAD CAMPUS
INTERNAL MEMO**

**FROM: ELECTORAL COMMISSION
TO: ALL STUDENTS**

**REF: ZU/17/Elections/Vol1/4
DATE: 31/1/2025**

SUBJECT: VACANT ELECTORAL COLLEGE VOTER POSITIONS FOR ZUSA ELECTIONS

This is to inform you that the Zetech University Electoral Commission has declared vacancies for the Electoral College voter positions. Each voter will represent their electoral college in voting for the student council during the forthcoming elections, as stipulated by the Kenya Universities Amendment Act 42 (2016).

Below are the categories of the electoral colleges, and each voter should apply under the relevant electoral college.

1. Business and Economics (Degree Programs)
2. Business and Economics (Certificate & Diploma programs)
3. ICT (Degree Programs)
4. ICT (Certificate & Diploma programs)
5. Media and Engineering (Degree, Diploma & Certificate)
6. Hospitality & IR
7. All other Social Science Courses (BED, BPSY, BST, BPST, BPT, DCD, DIRD, DPM, DCPY, DCSS & CDS)

**ZETECH UNIVERSITY
ELECTORAL COMMISSION
P.O. BOX 2768. 00200
NAIROBI**

Kindly see below the required qualifications for the Electoral College voter position. To qualify to be an Electoral College voter you must be an active and registered student of Zetech University who must:

- a) Have an average of a C grade in the September - December 2024 Semester.
- b) Have cleared at least 60% of the total semester fee and registered for the semester's units.
- c) Have no recorded disciplinary case in Zetech University.
- d) Have no pending academic issues e.g. retakes, supplementary exams, repeats etc.
- e) Not have held any student council position

Those applying MUST:

Quote the above REF number in their application letter.

Attach a Curriculum Vitae

Attach a verified copy of the September - December 2024 result slips or transcripts

Attach a certificate of good conduct (Dean of student's office)

Attach a colored passport sized photo

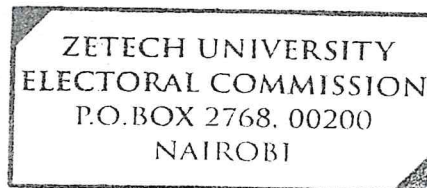
Attach a verified fee statement

Attach a copy of your student ID

All required documents should be submitted to Dr. Henry Kiogora (L202 Ruiru Campus), between 9 am and 4 pm on Weekdays. The deadline for submission of all documents will be on 10th of February 2025, 1600hrs.

Late submissions will not be accepted.

Yours faithfully



Francis Ngaruiya

Deputy Chairperson Electoral Commission

Cc. DVC (AR&S), Registrar Academics, Dean of Student Affairs