

UNIVERSITY OF NAIROBI
SCHOOL OF JOURNALISM & MASS COMMUNICATION
EXAMINATION QUERIES FORM

EQF No:		Date:	
Level of Study (Tick as Appropriate)		Specialization (Please indicate)	
Diploma	<input type="checkbox"/>		
Undergraduate	<input type="checkbox"/>		
Post graduate	<input type="checkbox"/>		
Students Details		Query Period	
Reg No.		Academic Year(e.g. 2012)	
Name		Semester (e.g. Jan - Apr)	
Mode of Study			
Contact Information			
Telephone No			
Email Address			
Nature of Query (Tick as appropriate)		Course Unit in Question	
1. Missing final CAT or Exam marks	<input type="checkbox"/>	Course Code	
2. Marks have errors	<input type="checkbox"/>	Course Title	
3. Missing Project Marks	<input type="checkbox"/>	Instructor	
4. Missing Internship Marks	<input type="checkbox"/>	Examination Type (Tick as Appropriate)	
5. Other		First Attempt	
.....		Supplementary	
.....		Special	
FOR OFFICIAL USE ONLY			
Investigation Report by Exam Officer/Examiner:		Marksheet Serial No.	
Special/Supplementary	<input type="checkbox"/>	EXAMINATION SCORES	
Exam Script to be retrieved by the Records Office	<input type="checkbox"/>	Coursework	<input type="text"/>
No Coursework in the Marksheet	<input type="checkbox"/>	Final Exam	<input type="text"/>
No Evidence of Examination Participation.	<input type="checkbox"/>	TOTAL	<input type="text"/>
CW & Exam Done in Different Semesters	<input type="checkbox"/>		
No Registration Number on the Script.	<input type="checkbox"/>		
Approvals			
Examination Officer/Examiner		Sign	Date.....
Approved by Director, SoJMC		Sign	Date.....
Updated in the SMIS by:			
Comments		
		
Date			