



UNIVERSITY OF NAIROBI
OFFICE OF THE DEPUTY VICE-CHANCELLOR
(ADMINISTRATION AND FINANCE)

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All College Principals
All Deans/Directors of Faculties/ Institutes/Schools
Chairmen of Departments
All Heads of Department – Central Administration Units

STAFF TRAINING AND DEVELOPMENT FUND (STDF) – 2018/2019 ACADEMIC YEAR

The above Fund aims at giving financial support to members of staff pursuing various academic programmes under Module II Degree programmes within the University of Nairobi. The Courses to be pursued should be relevant to their duties and add value to their performance.

Applicants are required to forward their application forms through the College Sub-Committees who will consider the applications received using the criteria set out by the University Executive Board (UEB). Recommendations of the Sub-Committees in the form of Minutes together with the relevant application forms of the applicants should then be forwarded to my office for further processing.

The STDF applications will be processed **once** in every year as indicated below:

- (a) Deadline for receiving applications shall be on **October 31, 2018.**
- (b) Processing of applications shall be within the month of **November, 2018.**
- (c) Letters of award shall be in the month of **December, 2018.**

This is, therefore, to bring the information to the attention of all members of staff.

We are presently receiving applications for the fund for the **2018/2019** academic year and the **deadline is October 31, 2018.**

The application forms are available in the **University Intranet.**

ISAAC M. MBECHE
AG. DEPUTY VICE-CHANCELLOR
(ADMINISTRATION & FINANCE)
&
PROFESSOR OF MANAGEMENT SCIENCE

c.c Vice-Chancellor
Deputy Vice-Chancellor (AA)
Managing Director, CESSP

LMM/ckn



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Quality Management System Excellence in University Education and Training