



UNITED STATES INTERNATIONAL UNIVERSITY-AFRICA

2024 2025 **ACADEMIC CALENDAR**



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**United States
International
University-Africa**

Education to take you places

Fall Semester 2024

September 2, 2024 – December 7, 2024 (14 Weeks)

August 23	Friday	Graduate orientation and registration
August 23	Friday	Summer 2024 grades due in the Registrar's office
August 26 - 30	Monday - Friday	Undergraduate Fall 2024 student orientation (placement tests, parents' orientation, registration)
September 1	Sunday	Hostels open for student check-in
September 2	Monday	<ul style="list-style-type: none"> INSTRUCTION BEGINS FOR FALL SEMESTER 2024 Last day for payment of fees without interest charges 10% tuition charge on dropped courses begins
September 3	Tuesday	Interest Charge of 1.5% per month on fee balances begins
September 9	Monday	<ul style="list-style-type: none"> 25% tuition charge on dropped courses begins Last day to register for classes without being charged late fee Add/drop fee of Ksh. 600 begins
September 10	Tuesday	Late registration fee of Ksh. 3,000.00 applies
September 13	Friday	<ul style="list-style-type: none"> Last day for late registration and course addition Last day to drop a course and receive a 75% refund (no more partial refund on dropped courses after this date) Last day to get financial clearance for those with previous semester fee balances
September 20	Friday	SUMMER 2024 END SEMESTER SPECIAL EXAMS
September 27	Friday	Freida Brown Day
September 30	Monday	Undergraduate and Graduate (MBA) admission application deadline for Spring 2025
October 7 - 13	Monday - Friday	Commencement preparation week
October 10	Thursday	<ul style="list-style-type: none"> Huduma Day holiday observed USIU-Africa Offices Closed
October 12	Saturday	COMMENCEMENT DAY
October 14 - 19	Monday - Saturday	MID-SEMESTER EXAM
October 20	Sunday	Mashujaa Day holiday
October 21	Monday	<ul style="list-style-type: none"> Mashujaa Day holiday observed USIU-Africa offices closed
October 22	Tuesday	Last day to WITHDRAW from classes
October 25	Friday	Second sitting of English and Math placement tests
November 1	Friday	Second sitting of IST placement tests
November 8	Friday	MID-SEMESTER SPECIAL EXAMS
November 11 - 15	Monday - Friday	Undergraduate pre-registration for Spring semester 2025
November 18	Monday	Doctorate & Graduate pre-registration for Spring semester 2025 Web registration continues through January 24, 2025
November 30	Saturday	INSTRUCTION FOR FALL SEMESTER 2024 ENDS
December 2 - 7	Monday - Saturday	FINAL EXAM WEEK
December 8	Sunday	Check out of hostels
December 12	Thursday	<ul style="list-style-type: none"> Jamhuri Day (holiday) observed USIU-Africa offices are closed
December 13	Friday	Graduate & Doctorate student orientation and registration for Spring semester 2025
December 17	Tuesday	University proceeds on recess

Fall Semester 2024 Academic Recess: December 9, 2024 - January 9, 2024 (4 weeks break)

Spring Semester 2025

January 6, 2025 – April 19, 2025 (14 Weeks)

January 3	Friday	Fall 2024 grades due in the Registrar's office
January 6 - 10	Monday - Friday	Undergraduate student orientation (placement tests, parents' orientation, registration)
January 12	Sunday	Hostels open for student check-in
January 13	Monday	<ul style="list-style-type: none"> • INSTRUCTION BEGINS FOR SPRING SEMESTER 2025 • Last day for payment of fees without interest charges • 10% tuition charge on dropped courses begins
January 14	Tuesday	<ul style="list-style-type: none"> • Interest Charge of 1.5% per month on fee balances begins
January 20	Monday	<ul style="list-style-type: none"> • 25% tuition charge on dropped courses begins • Last day to register for classes without being charged late fee • Add/drop fee of Ksh. 600 begins
January 21	Tuesday	Late registration fee of Ksh. 3,000.00 applies
January 24	Friday	<ul style="list-style-type: none"> • Last day for late registration and course addition • Last day to drop a course and receive a 75% refund (no more partial refund on dropped courses after this date) • Last day to get financial clearance for those with previous semester fee balances
January 31	Friday	FALL 2024 END OF SEMESTER SPECIAL EXAMS
February 24 - March 1	Monday - Saturday	MID-SEMESTER EXAM WEEK
March 3	Monday	Last day to WITHDRAW from classes
March 7	Friday	Second sitting of English and Math placement tests
March 14	Friday	Second sitting of IST placement tests
March 21	Friday	MID-SEMESTER SPECIAL EXAMS
March 24 - 28	Monday - Friday	Undergraduate pre-registration for Summer semester 2025
March 31	Monday	<ul style="list-style-type: none"> • Doctorate & Graduate pre-registration for Summer semester 2025 • Online registration continues to Friday, May 23, 2025 for all students
March 31	Monday	All Undergraduate and Graduate (MBA only) admission application deadline for Summer semester 2025
April 10	Thursday	INSTRUCTION FOR SPRING SEMESTER 2025 ENDS
April 11 - 12 April 14 - 17	Friday - Saturday Monday - Thursday	FINAL EXAMS WEEK
April 18	Friday	Good Friday holiday observed USIU-Africa offices closed
April 21	Monday	Easter Monday holiday USIU-Africa offices closed
April 20	Tuesday	Check-out of hostels
April 30	Wednesday	Summer Graduate orientation

Spring 2025 Academic Recess: April 18, 2025 - May 4, 2025 (2 weeks break)

Summer Semester 2025

May 12, 2025 -August 16, 2025 (14 Weeks)

May 1	Thursday	<ul style="list-style-type: none"> Labor Day holiday observed USIU-Africa offices are closed
May 2	Friday	Spring 2025 grades due in the Registrar's office
May 5 - 9	Monday - Friday	Undergraduate Summer student orientation (placement tests, parents' orientation, registration)
May 11	Sunday	Hostels open for continuing students check-in
May 12	Monday	<ul style="list-style-type: none"> Instruction begins for Summer semester 2025 Last day for payment of fees without interest charges 10% Tuition charge on dropped courses begins
May 13	Tuesday	Interest charge of 1.5% per month on fee balances begins
May 19	Monday	<ul style="list-style-type: none"> 25% tuition charge on dropped courses begins Last day to register for classes without paying late Add/drop fee of Ksh. 600 begins
May 20	Tuesday	Late registration fee of Ksh. 3,000.00 applies
May 23	Friday	<ul style="list-style-type: none"> Last day for late registration and course addition Last day to drop a course and receive a 75% refund (no more partial refund on dropped courses after this date) Last day to get financial clearance for those with previous semester fee balances
May 30	Friday	SPRING 2025 END SEMESTER SPECIAL EXAMS
June 1	Sunday	<ul style="list-style-type: none"> Madaraka Day holiday USIU-Africa offices closed
June 2	Monday	<ul style="list-style-type: none"> Madaraka Day holiday observed USIU-Africa offices closed
June 23 - 28	Monday - Saturday	MID-SEMESTER EXAM WEEK
June 30	Monday	Last day to WITHDRAW from classes
June 30	Monday	Undergraduate and Graduate (all majors) application deadline for Fall semester 2025
July 4	Friday	<ul style="list-style-type: none"> U.S. Independence holiday observed USIU-Africa offices closed
July 11	Friday	Second sitting of Math, English & IST placement tests
July 18	Friday	MID-SEMESTER SPECIAL EXAMS
July 21 - 25	Monday - Friday	Undergraduate pre-registration for Fall semester 2025
July 28	Monday	<ul style="list-style-type: none"> Doctorate & Graduate pre-registration for Fall semester 2025 Online registration for all continues through Friday, September 19, 2025
August 9	Saturday	INSTRUCTION FOR SUMMER SEMESTER 2025 ENDS
August 11 - 16	Monday - Saturday	FINAL EXAMS
August 17	Sunday	Check-out of hostels
August 20 - 22	Wednesday - Friday	Student leadership training (leadership retreat)

Summer Semester 2025 Academic Recess: August 18 - September 7, 2025 (3 weeks break)

Payment Information

*Note: No Cash Payments are accepted in the Finance Office. All payments should be made by cheque issued to United States International University - Africa (USIU-Africa), or deposited into the accounts indicated; (then forward the deposit slip to the Finance Office at USIU-Africa)

WIRE TRANSFER & BANK DEPOSIT

Bank: NCBA BANK KENYA LTD

BRANCH NAME: UPPER HILL BRANCH, MARA & RAGATI ROADS,

POSTAL ADDRESS: P.O. BOX 44599-00100

CITY: NAIROBI, KENYA.

TELEPHONE: +254(0)20-2884000/0711056000/0732156000

Kenya Shillings Account Number: 6438840014

US Dollar Account Number: 6462210014

Account Name: USIU or U.S. International University

SWIFT Code: CBAFKENX

Intermediary Bank: JP Morgan Chase Bank, New York

SWIFT Code: CHASUS33

Bank: Co-Operative Bank Of Kenya

Branch: CO-OP House, Haile Selassie Avenue,

KES Account Number: 01120002134100

Account Name: United States International University - Africa

Bank: Standard Chartered Bank Kenya

Branch: Kenyatta Avenue

KES Account Number: 0104023439700

Account Name: United States International University - Africa

Bank: Kenya Commercial Bank

Branch: Thika Road Mall

Bank Code: 01

Branch Code: 308

Bank Swift Code: KCBLENX

KES Account Number: 1179516710

Account Name: United States International University - Africa

Bank: Absa Bank Kenya PLC

Bank Name: Absa Bank Kenya PLC,

Bank Code: 03

Branch: Westlands

Branch Code: 073

Swift Code: BARCKENX

Account Number: 2037727558

Account Name: United States International University

ONLINE CARD PAYMENT

To make the online card payment:

- Login to the CX Student Portal <https://cx.usiu.ac.ke>
- Click on the Student Tab and go to My Account Info
- Click on Balances and then go to Make a Payment
- Input the semester you intend to make payment for and the amount you wish to pay.
- Click on Submit then press Continue. This will lead you to the Secure Payment Portal where you will be required to fill in your details that are starred as mandatory (*)
- Under Payment Details select the card you want to use Visa or Mastercard
- Enter the card number, followed by the expiry date and the three-digit CVN number at the back of your card and click next.
- You will be redirected to select how to receive the VISA 3D Secure code on your card or the MasterCard Secure Code code

MOBILE MONEY PAYMENTS (M-PESA)

To pay on M-PESA, please follow the prompts below:

- Go to M-PESA
- Select Lipa na M-PESA
- Click Pay bill
- Enter Business number: 516900
- Enter Account number: Student ID – (hyphen) then purpose code. (FOR EXAMPLE 664XXX-TUIT, or 664XXX-ADM)
- Enter the amount you wish to pay
- Enter your PIN and click send.

The following codes will apply when making different payments:

- For Tuition Fee, Graduation fee, Diploma replacement and any other fee payment use the code – TUIT
- Application Fee – ADM
- Pupils' Pass – PPP
- Transcripts – TSPT
- For Cafeteria Meals – CFM
- Educate Your Own – EYO
- Transport – TRN
- Room reservation – RSV
- Alumni Fee/Membership – ALN
- Alumni Library Fee with code – ALF
- Alumni Fund raising – AFR

For more information, use the contacts below:

P.O. Box 14634-00800, Nairobi-Kenya
Tel: +254 730 116 509/221/538/403/224
Finance Email: finance@usiu.ac.ke

DISCLAIMER: USIU-Africa reserves the right to modify entries in this publication. Any policy, if changed may be republished in an appendix or distributed to all students and relevant parties.

For more information, use the contacts below:

United States International University-Africa

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WhatsApp: +254 755 844 849

Admissions Email: admit@usiu.ac.ke

Registrar's Email: registra@usiu.ac.ke

Finance Email: finance@usiu.ac.ke