



UNIVERSITY OF EMBU

OFFICE OF THE CHAIRMAN (DEPARTMENT OF BUSINESS AND ECONOMICS)

INTERNAL MEMO

From: CoD, Business and Economics

Date: 12th April, 2019

To: All Post graduate students & Supervisors

Ref: UoEm/DBE/DM/VOL.1/ 088

SUBJECT: A NOTICE FOR DEPARTMENTAL POSTGRADUATE STUDENTS SEMINAR

This is to kindly invite you to Departmental Postgraduate Students Seminar for the Department of Business & Economics on **Thursday 18th April, 2019 at 10.30 a.m. in Boardroom B.**

Agenda:

1. Preliminaries
2. Apologies
3. Adoption of the agenda
4. Brief on the expected milestones after successful completion of course work
5. Post graduate students progress
6. Way forward
7. A.O.B

Please observe punctuality.

Thank you.

Dr. Samuel Kariuki
CoD, Business and Economics

SM/pc



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