



Since 1954

THE KENYA INSTITUTE OF MANAGEMENT

This is to certify that

Jasper Muthomi Nkonge

*having completed the prescribed course of study and
passed the required examinations
has been awarded*

**Diploma in Archives & Records
Management**

Given under the Common Seal of

THE KENYA INSTITUTE OF MANAGEMENT

This 14th *day of* December *Year* 2022

Director, KIM School of Management

Executive Director, KIM





THE KENYA INSTITUTE OF MANAGEMENT

ACADEMIC TRANSCRIPT

Diploma In Archives & Records Management

STUDENT NAME : Jasper Muthomi Nkonge

Admission NO KIM/173719/19

DATE OF EXAMS : SEPTEMBER 2022

SUBJECT CODE	SUBJECT NAME	GRADE
DBM 611	: FINANCIAL ACCOUNTING	[B]
DBM 612	: BUSINESS INFORMATION SYSTEMS	[B]
DBM 613	: ORGANIZATIONAL BEHAVIOUR	[B]
DBM 614	: ECONOMICS	[B]
DBM 615	: BUSINESS STATISTICS	[D]
DBM 616	: BUSINESS LAW	[D]
DARM 621	: THEORIES & PRACTICE OF INFORMATION SCIENCE	[B]
DARM 622	: RECORDS & ARCHIVES MANAGEMENT	[B]
DARM 623	: RECORDS & OFFICE MANAGEMENT	[C]
DARM 624	: MANAGEMENT OF ELECTRONICS RECORDS	[C]
DBM 621	: PRACTICE OF MANAGEMENT	[B]
DBM 622	: RESEARCH METHODS	[C]
DBM 631	: LEADERSHIP, GOVERNANCE & ETHICS	[C]
DBM 632	: BUSINESS PROCESSES REENGINEERING	[C]
DRM 631	: PRESERVATION AND CONSERVATION OF INFORMATION	[B]
DRM 632	: INFORMATION MARKETING	[B]
DRM 633	: PRACTICE OF RECORDS MANAGEMENT CONSULTANCY	[C]
DRM 634	: KNOWLEDGE MANAGEMENT	[B]
DCM 231	: RESEARCH PROJECT	[B]
DCM 230	: ATTACHMENT	[PASS]

OVERALL RESULTS: CREDIT

KEY TO GRADES

DISTINCTION [A] 80% - 100% **UPPER CREDIT** [B] 65%- 79% **CREDIT** [C] 50%- 64%
PASS [D] 40% - 49% **FAIL** [E] 0%-39%

NB Exemption [*] Exam Irregularity [V] All Complete Except Project and Attachment [ACERA]
 CRT - Credit Transfer

MANAGER, EXAMINATIONS

HEAD, KIM SCHOOL OF MANAGEMENT

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