



KENYATTA UNIVERSITY
OFFICE OF THE REGISTRAR (ACADEMIC)

INFORMATION FOR NEW STUDENTS 2022/2023 ACADEMIC YEAR

Please read the information set down below carefully before you complete any of the attached forms.

1. ARRIVAL AND REGISTRATION

- (a) The registration of new students will take place at their respective Campuses.
- (b) All students **MUST** bring with them the **original copies of letters offering them admission into the University.**
- (c) They **MUST** also bring the following:
 - (i) **Original and Photocopies** of their academic certificates or result slips.
 - (ii) **Original and Copy** of the National Identification card (ID)

Please note that no student will be registered without the documents mentioned in (b) and (c) ABOVE.

2. FINANCIAL REQUIREMENTS FOR ONE ACADEMIC YEAR

i.	Tuition (Kenyans)	16,000.00
ii.	Accommodation Fee	7,000.00
iii.	Registration Fee	500.00
iv.	Caution Money	2,000.00
v.	Examination Fee	3,000.00
vi.	Activity Fee	1,000.00
vii.	Student Identity Card	500.00
viii.	Medical Subscription	2,000.00
ix.	Library	500.00
x.	KUSA Subscription	400.00
xi.	KUSA Membership	300.00
xii.	Alumni Fees	500.00
xiii.	Computer Fees	4,000.00
xiv.	Recreation and Sports Facilities	<u>4,000.00</u>
	<u>TOTAL</u>	<u>41,700.00</u>
xv.	Indexing Fee for Bachelor of Science Foods, Nutrition and Dietetics) students only	<u>10,000.00</u>
	<u>TOTAL</u>	<u>51,700.00</u>

NB:

All students are required to pay the first semester fees as shown in Form KU/1 before they are allowed to register into the University.

3. **TRAVEL**

Students are expected to make their own travel arrangements to the University.

4. **MEDICAL EXAMINATION**

Admission into the University is subject to a satisfactory Medical Report being received by the University. A student is therefore required to undergo a medical examination by a recognized medical practitioner before coming to the University. This is very important baseline information for a student's health during his/her academic career and should be accurate and exhaustive as possible.

Form KU/4 is attached for this purpose. Please bring the form with you when you come for registration and submit it to the University Medical Officer.

5. **MEDICAL ATTENTION AT THE UNIVERSITY**

The University Health Unit is open to all students. However, students are advised to be prepared to meet all the expenses of any medical attention not provided by the University, bearing in mind that most Public Health Institutions have now instituted cost sharing measures.

6. **OPTICAL AND DENTAL TREATMENT**

The University does not provide optical and dental treatment. Any student having or suspecting to have problems should consult opticians and where necessary buy spectacles before coming to the University. Similarly, any student who might have dental problems should consult dentist outside the University for treatment.

7. **STUDENT'S PERSONAL DETAILS – FORM KU/6**

The registrar (Academic) would like to know as much as possible about each student to enable him understand and to serve each student better. For this purpose Form (KU/6) is provided. Please complete the two copies and return them to the Registrar (Academic)

8. **STUDENTS IDENTIFICATION CARD**

(a) After registration, each student will be issued with an identification card. You should be ready to show it as may be required during your life at the University. In this connection you are required to submit four 1" x 1" photographs to the Registrar (Academic) along with your letter of acceptance. The photographs must be taken from a good studio noting that the University does not accept photographs taken from "photo-Me" Kiosks.

(b) Please note that the Identification card is an important University document. Great care should be taken not to lose it. Lending it to anybody else who is not authorized to use the card is forbidden since you are the only person authorized to use your particular card.

9. **NAMES**

Please note that the set of names on all forms must be the same as the ones under which you registered for your examinations. Change of names after registration at the University will be permitted only after **producing an affidavit or Deed of Change of Name** from an advocate or a commissioner of oaths effecting such a change. Such change of name is **ONLY PERMITTED DURING THE SECOND YEAR OF STUDIES**

10. FOREIGN STUDENTS

Foreign students will pay full economic fees as may be determined by the University council from time to time. In this connection foreign students should complete **Form KU/8**.

11. NON-RESIDENTS STUDENTS

If you do not wish to reside at the University Students' Halls of Residence, you will still be required to register yourself with the Office of Director Accommodation Services.

12. THE UNIVERSITY CALENDAR

The University calendar stipulates academic regulations that will govern your academic career as a student in this University. You should ensure that you are fully conversant with the relevant sections that concern your particular degree course and examinations. Copies are available in the University Library.

13. STUDENTS' GUIDE

Please make sure that you are familiar with the content of this document issued by the Director of Student Affairs.

14. MATERIALS REQUIRED BY THE STUDENTS

Students are required to provide themselves with the following:

- (i) Academic Stationery
- (ii) Books and equipment (depending on the school in which one is registered)
- (iii) Clothing and pocket money.
- (iv) Bedding (Bedcover, blankets, Sheets and Bucket.

15. SPECIAL REQUIREMENT

- (i) Students who will be registered to read Geography , Botany, Zoology and Physical Education will be required to purchase a Cartography Kit, a Dissecting Kit, Laboratory Coat (White) or a Games Kit depending on the Department that registers them. If you intend to register in any of the four departments listed above, please be prepared to buy what the department will require at the market rate. As a guide, the following are the current prices.

(i)	Games Kit	Kshs.2,200.00
(ii)	Dissecting Kit	Kshs. 500.00
(iii)	Laboratory Coat (white)	Kshs. 500.00
(iv)	Cartography Kit	Kshs.1,500.00

(ii) Requirements for Bachelor of Science (Nursing and Public Health) Students placement.

1. Full uniform (White Coat and Name Tag)
2. Stethoscope
3. A pair of nurses scissors
4. A small torch
5. A watch with a second hand
6. Thermometer
7. Tape measure

Indexing by the Nursing Council of Kenya package

Kshs.	4,000.00	-	Indexing Fee
Kshs.	3,000.00	-	Procedure Manual
Kshs.	250.00	-	Scope of practice
Kshs.	250.00	-	Code of conduct
Kshs.	250.00	-	Standards of Nursing Education and practice
Kshs.	<u>800.00</u>	-	Bachelor of Science (Nursing) Training File
Total	<u>8,550.00</u>		

Nursing Council of Kenya, Bank Account:

0948023954 - BARCLAYS BANK, QUEENSWAY BRANCH
01136098613400 - CO-OPERATIVE BANK, KIBERA BRANCH

Payments should be made within the first two weeks, then present the bank slips to the Department of Nursing Sciences.

(iii) **Students who will be required to take Bachelor of Science (Food Nutrition and Dietetics) will be required to pay an indexing fee of Kshs.10,000.00/=**