

# **UNIVERSITY OF NAIROBI**

## **INTERNAL MEMO**

**FROM: ACADEMIC REGISTRAR**

**DATE: 23/8/2020**

**TO: DEANS AND DIRECTORS**

**REF: AR/8/2020**

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**RE: 2020/2021 FIRST YEARS - EARLY ONLINE REGISTRATION IS NOW OPEN**

### **REGISTRATION PROCEDURE**

1. Login to the following students portal: <https://smis.uonbi.ac.ke>
2. Government Sponsored students (Module I)  
Your access credentials have already been sent to your portals. The username is your registration number.

Module II students generate a registration number upon paying an initial part of registration fees of at least KES 30,000.

3. Upon login, follow the registration process starting with uploading the following documents:
  - KCSE result slip
  - Admission letter
  - Signed Bond form
  - Signed Medical form
  - Proof of payment of fees
  - National ID/Birth certificate
  - Passport photo
  - Signature

Customer Care Contact:

Email: [customercare@uonbi.ac.ke](mailto:customercare@uonbi.ac.ke)

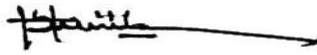
Telephone number: 0204910000

For any assistance on registration and uploading of documents, please contact your Faculty, School, Institute or Center through email provided in the link below:

<https://www.uonbi.ac.ke/support-emails>

Please note that early registration commences on Monday, 24th August 2020. Take advantage of this early registration. Orientation shall commence on 31st August 2020 at 8.00 am. All these processes shall be virtual/online.

Do not report physically to the University to register.



**WEBUYE, H.O.D**  
**ACADEMIC REGISTRAR Ag.**

Cc

Vice Chancellor  
Deputy Vice-Chancellors  
All Principals  
All College Registrars