



## **UNIVERSITY OF NAIROBI**

**JUNE 10, 2024**

**TO ALL IN COMING FIRST YEAR STUDENTS**

**RE: ADMISSION AND ORIENTATION**

Congratulations on your admission to the University of Nairobi. The University of Nairobi is a world class university committed to scholarly excellence. Your orientation programme, registration and classes will be conducted through the blended mode at the University.

Please find the following important information to assist you in preparing to join the University of Nairobi:

1. Ensure to download your admission letter and joining instructions and acquire a University email address. The attached Checklist will assist you to organize all the required documents.
2. The Academic Year 2024/2025 will commence on Monday 19 August 2024 for all First Years
3. The Orientation/Registration week programme and instructions on how to access your registration documents will be communicated to you at your various Faculties. The Orientation week will be from 19<sup>th</sup> to 25<sup>th</sup> August 2024.
3. All students are expected to pay the relevant fees before their admission to the University. Module II students will generate their admission numbers upon payment of fees.
4. Teaching, learning and examinations will be conducted a blended physical and online mode.

You are therefore advised to make arrangements in line with the “Bring your own Gadget Policy” to acquire an appropriate gadget like a tablet, iPad or computer/laptop which will enable you to start your classes

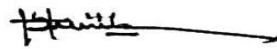
5. KCSE 2023 students who may have not received their Admission Letters/Joining Instructions, please login as indicated below to access your admission letter and joining instructions:

- Go to [smis.uonbi.ac.ke](https://smis.uonbi.ac.ke)
  - Enter Registration number eg C3/3333/2024 as username and KCSE index number as password eg 123456789112023
6. Applicants who have received Inter-Institution/University Transfer letters from KUCCPS should scan and email the letter/notification from KUCCPS to [regacademic@uonbi.ac.ke](mailto:regacademic@uonbi.ac.ke). The University of Nairobi will issue all successful applicants with letters of Admission /Joining Instructions.(Checklist attached)
  7. You are eligible for a Government Scholarship, Loan and Bursary to assist with your educational expenses.

If you need Government financial support, you **MUST** make an application for consideration through the official link:<https://portal.hef.co.ke/auth/signin>

In case the Government Scholarship, Loan and Bursary do not cover the entire cost of your program, the deficit will be met by your parent/guardian.(Checklist attached)

Please do not hesitate to contact the undersigned for any further clarification/assistance.



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

C.c.

Vice Chancellor  
Deputy Vice-Chancellor (AA)  
Deputy Vice-Chancellor (RIE)  
Deans of Faculties  
Director ICTC  
Director Corporate Affairs  
Chairmen of Departments  
Deputy Registrar(Admissions)  
Faculty Registrars

# UNIVERSITY OF NAIROBI

## ACADEMIC DIVISION

### KCSE 2023 CHECKLIST FOR ADMISSION REGISTRATION REQUIREMENTS - 2024/2025 ACADEMIC YEAR

(To be filled in quadruplicate)

**PART I: TO BE COMPLETED BY THE STUDENT**

NAME \_\_\_\_\_  
(SURNAME) (OTHER NAMES)  
MOBILE NO \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_  
NATIONAL ID/PASSPORT NO. \_\_\_\_\_ KCSE INDEX NO. \_\_\_\_\_  
UNIVERSITY REG. NO. \_\_\_\_\_  
DEGREE \_\_\_\_\_  
FACULTY \_\_\_\_\_  
DISABILITY (if any) \_\_\_\_\_

**PART II: FOR OFFICIAL USE ONLY**

**The above named student has fulfilled all the admission requirements:**

- |  |                          |
|--|--------------------------|
| 1. Fees: Bankers cheque/receipt for Kshs.                    | <input type="checkbox"/> |
| 2. Letter of offer of student Bursary(where applicable)      | <input type="checkbox"/> |
| 3. Letter of Acceptance-JI/A                                 | <input type="checkbox"/> |
| 4. Student Personal Details-JI/2                             | <input type="checkbox"/> |
| 5. Student Medical Examination Report-JI/3                   | <input type="checkbox"/> |
| 6. Emergency Operation Form-JI/4                             | <input type="checkbox"/> |
| 7. Declaration for Admission/Re-Admission/Studentship-JI/5A  | <input type="checkbox"/> |
| 8. A duly executed Student Bond-JI/5B                        | <input type="checkbox"/> |
| 9. Sponsorship Form(where applicable)-JI/6B                  | <input type="checkbox"/> |
| 10. Duly completed Accommodation Application Form-JI/7B      | <input type="checkbox"/> |
| 11. Duly completed Accommodation Declaration Form -JI/8      | <input type="checkbox"/> |
| 12. Receipt for accommodation                                | <input type="checkbox"/> |
| 13. Duly signed declaration on Rules and Regulations- JI/13B | <input type="checkbox"/> |
| 14. Biometric Registration                                   | <input type="checkbox"/> |
| 15. Signed the Nominal Roll                                  | <input type="checkbox"/> |

Signed:

**STUDENT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**ACADEMIC REGISTRAR** \_\_\_\_\_ **DATE** \_\_\_\_\_

cc: Deans of Faculties  
Halls Manager