



OFFICE OF THE REGISTRAR

NOTICE TO ALL NEW CONVENTIONAL STUDENTS

REGISTRATION AND ORIENTATION OF FIRST YEAR STUDENTS

- a) The Registration and Orientation of New Students will run from the **24th - 28th of February 2025**
- b) Registration and Orientation is **compulsory**, and all 1st Year Students are required to attend the whole programme from **24th - 28th of February 2025**.
- c) Students are advised to bring their own bedding linen.
- d) On arrival on Campus, students should proceed to the Finance Office and submit all proofs of payment for Tuition and Accommodation Fees.
- e) For Registration, the Finance Office shall issue the students with Registration Clearance Slips that they will take to the Admissions, Student Records and Registration Office for verification of Certificates and Registration.
- f) Students are required to bring **original copies** of O' Level, A' Level, Birth Certificate and National Identity Cards for verification.
- g) **On Campus Accommodation Fees for the Semester is \$200 USD and must be paid in full in addition to full semester fees, in order to qualify for Campus Accommodation.** Upon submission of proof of payment, students will be issued with Accommodation Clearance Slips that they will take to the Male or Female Halls of Residences respectively to be allocated accommodation.
- h) **The University does not offer free meals.** Students will be expected to buy their own food from the University Canteen.
- i) Students are required to bring their own laptops or tablets for use during the Orientation period and during the Semester thereafter.

For any queries, kindly refer to the following contacts: -

Accommodation

+263 77 734 1425

Student Records and Registration

+263 77 712 1684

Finance

+263 77 316 7280



Mrs PM. Muhita

Deputy Registrar, Academic Affairs

14/02/2025

