



MASENO UNIVERSITY
OFFICE OF THE REGISTRAR – ACADEMIC & STUDENT AFFAIRS

NOTICE TO ALL NEW FIRST YEAR STUDENTS, 2022/2023 ACADEMIC YEAR
2ND SEPTEMBER, 2022

Maseno University wishes to announce to **ALL First Year students of 2022/2023 Academic Year** that:

A. REPORTING DATE

Due to unforeseen circumstances, Maseno University has **changed the reporting date** from earlier communicated date of 26th September, 2022 to **19th September, 2022**.

Reporting date for Bachelor of Medicine & Bachelor of Surgery with IT, Bachelor of Pharmacy with IT and Bachelor of Science (Nursing with IT) remains **3rd January, 2023**.

Students are encouraged to submit completed joining instruction forms before the reporting date. Please download and complete additional documents that will be required for registration.

B. PAYMENT OF REQUIRED FEES

Students who have not completed payment of fees are advised to do so before the reporting date. Fees should be paid as follows:

1. Government Sponsored Students: pay your fees to **Equity Bank Account No. 1120297065141**
2. Students reporting to **Odera Akang'o Campus in Yala Township** are advised to contact the Office of the Director, Odera Akang'o Campus for direction on accommodation. You are further advised **not to** deposit accommodation fees directly to the University Account.
3. Self Sponsored Students: pay your fees as follows:
 - o Self Sponsored Students (Main and Odera Akang'o Campuses) pay fees to **Equity Bank Account No. 1120297065141**
 - o Self Sponsored Students (Kisumu Campus) pay fees to **Kenya Commercial Bank Account No. 1101561076**

C. SUBMISSION OF JOINING INSTRUCTION FORMS

You are advised to submit the following documents to the Office of the Registrar, Academic & Student Affairs before or on the reporting day. Arrange the documents in a set of **four with each set having a copy of every document (i.e. a total of 64 documents)** as follows:

- a) ADMISSION LETTER
- b) KCSE CERTIFICATE OR RESULT SLIP
- c) COPY OF NATIONAL IDENTIFICATION CARD (ID) OR BIRTH CERTIFICATE

- d) COMPLETED PERSONAL DETAILS FORM (MSU/RASA/F.02C)
- e) COMPLETED DECLARATION FORM(MSU/RASA/F.08)
- f) COMPLETED COMMITMENT FORM (MSU/RASA/F.05)
- g) COMPLETED EMERGENCY FORM(MSU/RASA/F.04)
- h) COMPLETED MEDICAL FORM(MSU/RASA/F.03)

D. VERIFICATION OF DOCUMENTS

The following documents shall be required for verification on the registration day:

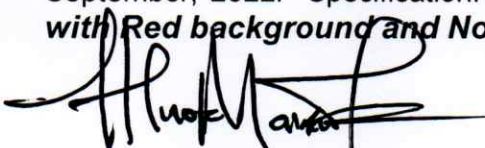
- i. Original letter of offer
- ii. Original certificate or result slip
- iii. National identification card/birth certificate

E. ADDITIONAL DOCUMENTS

You are further advised to download the following additional documents from the University web-site and submit them on registration day.

- i. Movement Form (MSU/RASA/F.15) (***Attach fees statement from your student' portal or a copy of bank slip***)
- ii. Course registration Form (MSU/RASA/F.13) to be completed in triplicate as advised by the School.
- iii. Temporary Identification Card Form (MSU/RASA/F.12)
- iv. Registration Guideline Form

NOTE: Any student, who uploaded passport size photo with the **wrong specifications to resubmit their passport photographs in the correct format before reporting** on 19th September, 2022. Specification: **(Clear 3.5cm x 40cm Coloured Passport Photograph with Red background and No headgear)**



Mr. Denis Oluoch Oduor
FOR: REGISTRAR, ACADEMIC & STUDENT AFFAIRS

