



## MASENO UNIVERSITY

### OFFICE OF THE REGISTRAR-ACADEMIC AND STUDENT AFFAIRS

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#### GENERAL INFORMATION

##### 1. LOCATION

Maseno University's Main Campus is situated 25 kilometers North West of Kisumu City. The University has four campuses namely, Main Campus located at Maseno, Kisumu Campus situated off Jomo Kenyatta Avenue at the heart of Kisumu City's CBD, Odera Akang'o Campus located in Yala Township, 15 Kilometre from Maseno along Kisumu-Busia Road and the eCampus. The University is served by several public transport vehicles, which operate to and from Kisumu City. Several buses including Easy, ENA Coaches and Gaurdian Angel Bus, which have their offices right within Maseno Town, also ply the route from Nairobi to Busia, via Maseno and Yala Towns.

##### 2. IMMIGRATION

All non-Kenyan students **MUST** have **valid immigration documents** that include a **VALID PASSPORT** as they are required as part of entry to Kenya requirements on arrival in Kenya.

In addition, all non-citizens must obtain re-entry permits from their own territorial Immigration Departments to cover the duration of their study and **MUST** bring their passport with them when coming to register at the University.

##### 3. LOAN AND BURSARY

Students are eligible for a Government Scholarship, Loan and Bursary to assist with your educational expenses. A student who needs Government financial support, **MUST** apply for consideration through the official website [www.hef.co.ke](http://www.hef.co.ke). In case the Government Scholarship, Loan and Bursary do not cover the entire cost of your programme, your Parent/Guardian will meet the deficit.

##### 4. FEE (TUITION) AND OTHER FINANCIAL REQUIREMENTS

All payments should be made via **e-citizen** through student portal. Fees can be paid per semester or per year. **Refer to payment procedures for guidance.**

##### 5. MEDICAL EXAMINATION

Admission into the University is subject to receipt of a satisfactory medical report. Students are therefore required to undergo a medical examination by a recognized **medical practitioner** before coming to the University. Form MSU/RASA/F.03 and MSU/RASA/F.04 are intended for this purpose and should be downloaded, filled, signed and returned to the University on or before reporting.



## 6. MASENO UNIVERSITY STUDENTS MEDICAL SCHEME

Maseno University operates a medical scheme for all students admitted at the Main Campus where each student is expected to pay a non-refundable compulsory medical fee of Ksh. 2,500/= per Academic Year, to enable him/her to benefit from outpatient services at the University Clinic.

## 7. IN-PATIENT TREATMENT

The University Clinic offers only Out-Patient services to students. Students who require In-Patient treatment will be referred to the District General Hospital, and shall settle the bills required for those services.

***NB: Students are advised to bring mosquito nets for their use while at Maseno.***

## 8. DENTAL AND OPTICAL TREATMENT

Students with dental or eye problems will be referred to the District Hospital for treatment. Any student having/suspecting eye problem(s) should consult opticians and, where need be, get spectacles before reporting for studies at the University.

## 9. INFORMED CONSENT FORM

### 10. SPECIAL MEDICAL CONSENT FORM MSU/RASA/F.04

Parents or guardians of students are requested to sign the special medical consent form MSU/RAS/F.04 for emergency operation(s).

## 11. MEALS

Maseno University runs cafeteria services which are operated, on a Pay-as-You-Eat basis at Main Campus. Students are advised to set aside enough money to cover the cost of meals. There are also many other eating outlets accessible to students in Maseno shopping centre and around other campuses charging competitive prices for meals.

## 12. ACCOMMODATION

The University prioritizes First Years when it comes to offering on-campus accommodation to students admitted at the Main Campus. All first year students **must be** accommodated in the University for one academic year. The University accommodation is charged at Kshs. 14,000/= and 24,000/= per academic year for standard and superior rooms respectively. **Please note that full academic year accommodation fees must be paid before registration.**

Students reporting to Kisumu and Odera Akang'o campuses are advised to contact the Office of the Directors of the respective campuses for guidance on accommodation. You are further advised **not** to pay accommodation fees to the University.

- a. Kisumu Campus +254 724 753 017
- b. Odera Akang'o Campus +254 769 457 962

## 13. BOOKS AND STATIONERY

It is estimated that a student needs **Kshs.9,000/=** to cater for books and stationery. The money is meant for students to purchase books and stationery for use during their stay at Maseno. Do not pay this money to the University account.

## 14. LAPTOP OR SMARTPHONE

Every student is required to bring a laptop or smart phone for accessing online lectures, library teaching e-materials and examinations that are availed in the digital platforms. The following are the minimum specifications required for the laptop

- i. Processor speed 2.4 - 3.2 Ghz

- ii. 8<sup>th</sup>-10<sup>th</sup> generation intel core i3 processor
- iii. 4GB Ram or more
- iv. 500GB – 1 TB HDD
- v. Integrated Network Interface Card
- vi. WLAN 802.11 a/b/g/n

#### **15. REGISTRATION FOR STUDENT IDENTIFICATION CARD**

Upon completion of registration, you are required to apply for student identification card by activating your student portal and uploading a passport size photo in line with the following specifications:

- a. 3.5cm x 40cm Coloured Passport Photograph with Red background
- b. No headgear

#### **16. PERSONAL EXPENSES**

You will need extra money for personal expenses.

#### **17. CO-CURRICULAR ACTIVITIES**

Arrangements have been made to provide a wider programme of co-curricular activities. The Games Department will provide a list of activities to all students. Please note that co-curricular activities are essential for total human development and students are encouraged to participate in the games. Students are expected to come with their games kits, two pairs of short(s) men, gym skirts/tunic (women).

#### **18. DEFEREMENT OF STUDIES**

Those who wish to defer their studies to the Next Academic year for one reason or another, should visit the website and download deferment of studies form at least one month before the opening date. Unless absolutely necessary the University does not encourage deferment of studies. Take note that deferments are allowed for a maximum of two (2) Academic Years in a student's entire period of study.

#### **19. STUDENT INFORMATION HANDBOOK**

On reporting, all students will be issued with a Student Information Handbook. The Maseno University Student Information Handbook is issued free of charge. Please ensure that you acquire one and read it carefully to know how to conduct yourself as a student of Maseno University. The soft copy of the Handbook is also available for downloading on the University website.