



**MASENO UNIVERSITY**  
**OFFICE OF THE REGISTRAR – ACADEMIC & STUDENT AFFAIRS**

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**NOTICE TO ALL FRESHERS (NEW) STUDENTS, 2018**

1. YOU ARE REQUIRED TO SEND SOFT COPY OF YOUR PASSPORT SIZE PHOTOGRAPH (COLOURED) TO THE FOLLOWING EMAIL ADDRESS **URGENTLY** [systems@maseno.ac.ke](mailto:systems@maseno.ac.ke) (INDICATE YOUR NAME, ADMISSION NUMBER, COUNTY OF ORIGIN AND EMAIL ADDRESS)
  
2. YOU ARE REMINDED TO SUBMIT THE FOLLOWING DOCUMENTS IN FOUR COPIES ON OR BEFORE REPORTING DAY.
  - a) COMPLETED PERSONAL DETAILS FORM
  - b) COMPLETED DECLARATION FORM
  - c) COMPLETED COMMITMENT FORM
  - d) COMPLETED EMERGENCY FORM
  - e) COMPLETED MEDICAL FORM
  - f) COPY OF NATIONAL IDENTIFICATION CARD (ID) OR BIRTH CERTIFICATE
  - g) ADMISSION LETTER
  - h) KCSE RESULT SLIP
  
3. THE FOLLOWING DOCUMENTS SHALL BE REQUIRED FOR VERIFICATION ON REPORTING DAY (**3<sup>RD</sup> SEPTEMBER, 2018**)
  - a. ORIGINAL LETTER OF OFFER
  - b. ORIGINAL CERTIFICATE OR RESULT SLIP
  - c. NATIONAL IDENTIFICATION CARD/BIRTH CERTIFICATE

***NOTE: Please regularly check Maseno University website for updates on registration.***



Christine A. Achola  
**REGISTRAR, ACADEMIC & STUDENT AFFAIRS**