



KOITALEEL SAMOEI UNIVERSITY COLLEGE

(A Constituent College of the University of Nairobi)

NEW STUDENTS PREPARATION FOR ADMISSION CHECKLIST

NAME..... ADM. NO.....

The following is a list of requirements that you will need to prepare for registration on **18th August 2025**. Once you have all the requirements, tick against all the requirements in the space provided. Carry this form with you alongside the documents listed.

Please arrange your documents in the order below:

	ITEM/FORM	DESCRIPTION	NO. OF COPIES	TICK (✓)
1.	Admission Letter	Copy	2	
2.	National ID Card	Original and copy (if available)	1	
3.	Birth Certificate	Original and copy	1	
4.	KCSE Results Slip	Original and Copy	1	
5.	School Leaving Certificate	Copy	1	
6.	Passport size photos	Coloured (With your Name, Registration number and course written at the back)	3	
7.	SHA/Medical Cover	Copy	1	
8.	Form J1/1A	Letter of Acceptance	3	
9.	J1/2	Student's Personal Details	3	
10.	J1/3	Medical Examination Form	2	
11.	J1/4	Emergency Operation Consent form	2	
12.	J1/5	Declaration for Admission/Readmission/Studentship	2	
13.	J1/5B	Bond (Executed by a lawyer and stamped)	2	
14.	J1/6B	Sponsoring Authority Form (If applicable)	2	
15.	J1/7B	Accommodation Application form (if applicable)	1	
16.	J1/8	Accommodation Declaration Form	1	
17.	J1/13B	Declaration on Rules and Regulations (Executed by a lawyer and stamped.	2	