OFFICE OF THE REGISTRAR ACADEMIC AFFAIRS & RESEARCH
DEDAN KIMATHI UNIVERSITY OF TECHNOLOGY
P.O BOX 657-10100 NYERI, KENYA
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REGISTRATION CHECKLIST FOR NEWLY ADMITTED STUDENTS (Page: 1 of 1)

Document No: DeKUT/AAR/APK&APS/FORM 2/5
2023/2024 Academic Year

SECTION A: STUDENT 'S DETAILS (TO BE COMPLETED BY THE STUDENT)

FIRST NAME:……MIDDLE NAME…….SURNAME……

PROGRAMME ADMITTED TO:……....

REGISTRATION NUMBER:…….....

YEAR OF STUDY:…… DATE:……....

TEL NO.:…… E-MAIL ADDRESS:…….

SECTION B: PRESENTATION AND VERIFICATION OF DOCUMENTS (TO BE FILLED BY THE VERIFYING ADMISSIONS OFFICER)

S/NO	DOCUMENT NAME	DOCUMENT CODE	REMARKS
1	Original Copy of Admission Letter		
2	Original National ID Card/Passport		
3	Original Birth Certificate		
4	Original Academic Certificates/Transcripts/Result Slips		
5	Original Secondary School Leaving Certificate		
6	Copy of National ID/ Passport		
7.	Copy of Birth Certificate		
8	Copy of Academic Certificates/Transcripts/Result Slips		
9.	Copy of Secondary School Leaving Certificate		
10.	Copy of Printed Personal Details Form obtained after Online Registration Exercise	DeKUT/AAR/APK & APS/FORM 3/5	

11	Medical Examination Report (attach one official coloured passport size photograph)	DeKUT/AAR/APK& APS/FORM 4/5	
12	A Duly Signed copy of Students' Code.	DeKUT/AAR/APK & APS/FORM 5/5	

Name of the Verifying Admissions Officer:……

Signature:…… Date…… Stamp……..

Note: **This Form must be retained by the Admissions Officer verifying the Student's Documents and should be returned to the Registrar, Academic Affairs & Research.**