

THE CATHOLIC UNIVERSITY OF EASTERN AFRICA



A. M. E. C. E. A.

OFFICE OF THE UNIVERSITY REGISTRAR

Admissions Office

P.O. Box 62157

Nairobi, 00200, Kenya

Telephone: 0709691000

0709691072

0709691073

0709691164

E-mail: admissions@cuea.edu

Website: www.cuea.edu

ADMISSION INFORMATION FOR KUCCPS PLACED STUDENTS

Welcome to the Catholic University of Eastern Africa!

Below are some important information and attachments that you require in preparation to your registration at our institution as a KUCCPS placed Student.

Campuses

The Catholic University of Eastern Africa of Eastern Africa (CUEA) has two campuses:

- Lang'ata Campus in Nairobi along Bogani East Rd and;
- Gaba Campus in Eldoret along Kisumu Road

Registration and Orientation

You are expected to report to the campus you have been placed in on **Tuesday, 5th September 2023**. There will be a compulsory orientation at 10:00 a.m. on the reporting day - Guardians and sponsors are welcome.

Documents required

Please bring originals and copies of documents as indicated in your admission letter

Fees and Account Details

You are required to pay the semester fee on or before the reporting date. No student will be registered before paying the fees as required.

You are expected to pay the school fees as indicated on your admission letter. Following your placement in CUEA by KUCCPS, you are eligible to apply for a Government loan to assist you with your educational expenses. If you need Government financial support, you **MUST** make an application for consideration through the official loan application portal www.hef.co.ke.

Kindly make payments to any of the following University's bank A/C - Nos:

- MPESA Playbill: **100205** AC Number: **Your university Admission Number**
- NCBA Bank: **6479 000 011**(Galleria branch);
- Co-operative Bank: **01129 0057 22200** (Parliament branch)
- Equity Bank: **0610292352491** (Ongata Rongai branch) and **quote your university admission number as the transaction reference.**

NB: your admission number is generated in the last step of updating your profile at www.admissions.cuea.edu

Cash payments and other cheques (i.e. personal, Company or Cooperatives cheques), are not accepted.

Bursary and Loans

Following your placement in CUEA by KUCCPS, you are eligible to apply for a Government loan to assist you with your educational expenses. If you need Government financial support, you **MUST** make an application for consideration through the official loan application portal www.hef.co.ke.

Accommodation

Due to limited space on campus, you are advised to seek alternative accommodation facilities outside the University. The University has made contacts with some accommodation providers. Please get assistance from the Dean of Students (deanstudents@cuea.edu). A list of currently university approved accommodation providers can be viewed at <https://www.cuea.edu/wp-content/uploads/2023/06/LIST-OF-UNIVERSITY-APPROVED-ACCOMODATION-PROVIDERS-2023-1.pdf>

Deferment of Studies

Any student who is unable to report for one reason or another should complete the Acceptance/Non-acceptance/Deferment form and submit it to the University Registrar as soon as possible, but not later than **Tuesday, 29th August 2023**. A student who does not submit the form will be deemed to have forfeited his/her admission to the University.

List of Attachments

Kindly print and fill in the following forms that are in the following pages

1. Medical form
2. Acceptance/Non-acceptance/Deferment form
3. Code of Good Conduct form
4. Student Declaration Form



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Infirmery

MEDICAL REPORT

Part I: To be completed by applicant in the presence of Medical examiner.

Name in full :

Gender

Date of Birth.....

Address.....

Contact.....

Part II: DECLARATION (Applicant)

I, the above mentioned, do hereby certify that I have carefully considered my answers to the questions below and that, to the best of my knowledge and belief, the information given is complete and correct.

Sign Date

1. Have you suffered from any of the following? (give dates for each 'Yes' answer)

	Yes	No	Date
(a) Fits or convulsions or sudden loss of consciousness	()	()
- Head injury or 'Concussion'	()	()
- Nervous breakdown	()	()
- Any other Nervous trouble	()	()
(b) - Tuberculosis of the lungs	()	()
- Asthma or 'Hey fever'	()	()
(c) - Fainting attacks or Giddiness	()	()
- Heart diseases, 'Weak heart' or strained heart	()	()
- Pain in the heart, throat or arm while undertaking physical Effort	()	()
(d) - Kidney or bladder trouble	()	()
- Difficulty or pain in passing urine	()	()
- Syphilis or Gonorrhoea	()	()
(e) - Any eye or ear complaints	()	()
(f) - Injury or disease of bones or joints	()	()
(g) - Skin diseases	()	()
(h) - Vericose veins	()	()
(i) - Chronic conditions; Diabetes, Arthritis, HIV, Hypertension.	()	()

2. Have you ever suffered from any illness or injury not mentioned above () ()

3. Are you on current medication for any condition?

4. What operations have you had?

() ()

() ()

5. **Family History**

Is there any family member known to have; Diabetes, Hypertension, Epilepsy, Heart disease, Strokes, Sudden death, Cancer

() ()

Part III: To be completed by Medical examiner

GENERAL EXAMINATION

Height

Weight

B.P mm of Hg

Pulse/ min

Temperature.....

Anemia

Clubbing

Jaundice

Eyes

Nose

Ears.....

SYSTEMIC EXAMINATION

CARDIOVASCULAR SYSTEM

RESPIRATORY SYSTEM

CENTRAL NERVOUS SYSTEM

GASTRO- INTESTINAL SYSTEM

GENITO – URINARY SYSTEM..... MUSCULO – SKELETOL
SYSTEM.....

FEMALES:

Menstrual History

Investigations required:

.....

.....

Part IV : CERTIFICATE

This is to certify that I have examined and find him/ her:-

(1.) In good health and fit for further education

.....

(2.) Free / not free from any mental or physical defect to be aggravated or to endanger the life, health or safety of himself/ herself or others in the course of his/ her education.

.....

Date

Signed.....
(Medical Practitioner)

Address / Stamp.

Full Name & Qualification of Medical
Practitioner.

.....

.....

.....

.....

.....

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.....

.....

Part V: For official use ONLY.

FIT / UNFIT FOR STUDIES AT THE CATHOLIC UNIVERSITY OF EASTERN AFRICA.

Date

Signed

Medical Officer of Health

The Catholic University of Eastern Africa

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ACCEPTANCE / NON-ACCEPTANCE/DEFERMENT FORM

A) ACCEPTANCE

Name _____
(Surname Middle Name First Name)

Admission No. _____ ID/Birth Cert. No./Passport No: _____

With reference to my admission to the course leading to the award of the Degree of _____

I wish to confirm that **I DO ACCEPT** the offer and **I PROMISE TO ABIDE** by the rules and regulations governing the conduct and discipline of the students of the Catholic University of Eastern Africa and I hereby undertake to complete the course for which I have been accepted, unless I am requested to discontinue by the University authorities.

I accept the regulations made from time to time for the good order and government of the University.

B) DEFERMENT

State reason(s)

Duration of deferment: From..... to :

C) NON-ACCEPTANCE

State reason(s)

Signature: _____ Date: _____

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CODE OF GOOD CONDUCT FORM

I _____

National ID No: _____ University Admission No: _____

Do hereby declare that I will abide by the Rules and Regulations governing the conduct and discipline of students at the Catholic University of Eastern Africa.

Signature of candidate: _____

Date: _____

AND WITNESSED IN THE PRESENCE OF:

Parent/Guardian: _____

Name: _____

Relationship: _____

National Identity Card No: _____

Telephone Number: _____

Signature(s): _____

Date: _____

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Declaration by Student

1. The Catholic University of Eastern Africa is owned by the Catholic hierarchies of the Eastern African region. Its administration is governed by the rules and regulations laid down by the said hierarchies.
2. As a university, it is devoted to a variety of academic disciplines. Any student whose behaviour would seriously disrupt the academic work of the University shall be subject to disciplinary action that could lead to suspension or even expulsion.
3. As a Catholic University, CUEA fully adheres to the doctrinal and moral teaching of the Catholic Church. Students are required to respect Catholic teaching and practice. A student who openly shows disrespect and/or opposition in this regard, or whose conduct is clearly detrimental to Catholic community living, shall be subject to disciplinary action.
4. Students who are not Catholic may be admitted to CUEA. While free to hold their religious beliefs and practices, they must not engage in activities that show disrespect for the Catholic Church, nor should they organize or take part in activities that are in any way prejudicial to Catholic teaching and practice.
5. Students are further required to abide by the rules and regulations outlined in the STUDENT HANDBOOK and in the CUEASO CONSTITUTION. The Students' Handbook is available at <https://www.cuea.edu/wp-content/uploads/2022/09/CUEA-STUDENTS-HANDBOOK-28-8-20182-min-2.pdf>

I agree to abide by the above requirements:

Full Names:

Admission No:

Signature:

Date: