

DEDAN KIMATHI UNIVERSITY OF TECHNOLOGY

OFFICE OF THE REGISTRAR ACADEMIC AFFAIRS & RESEARCH P.O BOX 657-10100 NYERI, KENYA

TELEPHONE: 0713-835-965 EMAIL: registraraa@dkut.ac.ke

REF NO.: DEKUT/AA/AR/LTR-KUCCPS/33/02

REG NO: C025-01-0665/2024

GITAU JAMES KARANJA, DATE: 30/05/2024

P.O BOX -.

Dear GITAU,

RE: ADMISSION INTO THE UNIVERSITY 2024/2025 ACADEMIC YEAR

I am pleased to inform you that you are admitted into **Bachelor of Science in Information Technology Programme.** Congratulations for your admission to Dedan Kimathi University of Technology.

COMMENCEMENT DATE

We are glad to inform you that the reporting date to the University is **15th July 2024.** Meanwhile we have made arrangements for you to enroll in your programme immediately by registering through our online registration portal using this link: **registration.dkut.ac.ke/admission**. The online registration commences on **10th June**, **2024** and closes on **15th July**, **2024**.

ORIGINAL COPIES OF YOUR CERTIFICATES AND RESULT SLIPS

We have offered you the opportunity to study at DeKUT based on the statement of your qualifications presented by the Kenya National Examinations Council and/or other approved bodies. The offer is subject to satisfactory verification of those qualifications by the University Authorities. In view of this, you should bring with you the original K.C.S.E results slip, K.C.P.E result slip/certificate, Birth Certificate, National ID card if available and School leaving Certificate.

Kindly note that all foreign qualifications MUST be Recognized and Equated by Kenya National Qualifications Authority (KNQA) at www.knqa.go.ke

Also note that this offer is subject to your adherence to the University Rules and Regulations.

ACCOMMODATION AND CATERING

- a). The University has limited internal accommodation and priority is given to vulnerable students.
- b). The University has elaborate arrangement with private hostel providers around the University who are available during the reporting day to assist students who require their services.
- c). A list of credible hostels is also available on the website. For more details and guidance please contact Directorate of Students' Welfare through: **0798 598 810 or 0708 680 879.**
- d). Catering Services are available on campus on Pay as You Eat (PAYE) System.

FEES PAYMENT

Payments will be made through eCitizen Payment Platform, Government Pay Bill Number 222222.

Process of payment:

- 1. On your browser, type and open the link https://dekutservices.dkut.ac.ke/ to access the application for DeKUT Services
- 2. Click Make Payments for Student
- 3. Upon successful filling of the student details i.e. Phone Number, Registration Number, Email, ID Number, Amount, select Make Payment
- 4. You will be directed to DeKUT Services Page where there is "PAYMENT REF" and "Select Payment Mode".
- 5. Copy the **PAYMENT REF**
- 6. Go to your phone M-PESA tool kit or app and follow the instructions below;
 - a) Go to MPESA menu on your phone
 - b) Select Paybill option
 - c) Enter the Business Number 222222
 - d) Enter or paste the **PAYMENT REF** (see number 5 above)
 - e) Enter the amount invoiced (TOTAL BILL)
 - f) Enter your MPESA PIN and Send
 - g) You will receive a confirmation SMS from MPESA

(NB. Personal Cheques are **NOT** acceptable).

UNIVERSITIES FUNDING SOURCE

Following your placement in this institution, you are eligible for a Government Scholarship, Loan and Bursary to assist your education expenses. If you need Government Support, you MUST make an application for consideration through the Official Website: www.hef.co.ke, when it is opened. Kindly note that the Loan, the Scholarship and Household components will cover the whole fees. The household component entails fees paid by the parent/guardian. The household component (amount payable by the parent/guardian) is the deficit between the total payable fees and the total for both scholarship and loan. The household component will depend on the Band on which each student will be categorized under. It is for this reason that you are advised to pay at least KShs. 30,000/= (Thirty Thousand only) as you await to be categorized. Should your household component be more than KShs. 30,000 after categorization, the balance should be cleared by the twelfth week of the Semester. Correspondingly, if the above amount exceeds your annual household component, the balance will be credited into the student's account for the following year of study.

ENCLOSED DOCUMENTS:

- a) The admission materials should be downloaded from the University Website at http://registration.dkut.ac.ke/admission.
- b) Detailed instructions and information are contained in **Joining Instructions to Students** document DeKUT/AAR/APK&APS/FORM 1/5.
- c) Also included in the admission materials are five forms that should be completed and presented to the Registrar- Academic Affairs & Research, Dedan Kimathi University of Technology on the reporting day. The forms are:

-DeKUT/AAR/APK&APS/FORM 1/5. Joining Instructions

-DeKUT/AAR/APK&APS/FORM 2/5: Admission Checklist for Newly Admitted Students

-DeKUT/AAR/APK&APS/FORM/3/5 Students Personal Details (to be filled online and copy printed for your personal file)

-DeKUT/AAR/APK&APS/FORM 4/5: Medical Examinations Report (to be submitted to the University on the reporting day).

-DeKUT/AAR/APK&APS/FORM 5/5: Code of Conduct

- d) A list of learning materials that you should bring along when you report to the University is also available on the University Website.
- e) A **Confidential Report Form** which is supposed to be filled by your former Secondary School Principal or Appointee is available online. The Principal will fill the form online by logging into this link: **http://confidential.dkut.ac.ke** and follow the instructions provided therein.

ONLINE REGISTRATION

- a) The registration portal will open on 10th June, 2024 and close on 15th July, 2024.
- b) Kindly visit the University website and login to the **Student Online Registration Portal** using your **Registration Number as the Username**, and **Form Four Index Number as the PASSWORD**. Follow the instructions given in the portal.
- c) The document on **Rules and Regulations Governing the Conduct and Discipline of Students at the University** is available on the University website. Read the document and print a copy for your personal file.

Congratulations once more for having been admitted in Dedan Kimathi University of Technology.

For more information, you may contact the **Office of the Registrar Academic Affairs & Research** through any of the following mobile phone numbers: 0705688135, 0705687893 or 0713835965.

Yours sincerely,

ELIZABETH KINGORI

E.N. Kugon

Ag. REGISTRAR ACADEMICS AFFAIRS & RESEARCH