



Knowledge is Wealth (*Sapientia divitia est*)

OFFICE OF THE DEPUTY VICE-CHANCELLOR
(Academic, Research & Student Affairs)

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OPENING ANNOUNCEMENT

1. KCSE 2017 STUDENTS: PROCEDURE FOR DOWNLOADING ADMISSION DOCUMENTS

All 2017 KCSE Government Sponsored Students (GSS) placed by KUCCPS to Chuka University shall open on **Monday 3rd September, 2018**. All the first year students **MUST** attend mandatory orientation activities from 5th September, 2018 on the Main Campus. Admission letters and accompanying documents should be downloaded using the following procedure:

Step 1: Go to Chuka University Website: www.chuka.ac.ke

Step 2: Move to '**Prospective students**' submenu on the left and click '**Admission letters (KUCCPS)**'

Step 3. Log in with your **Surname** and **Index Number**.

For example: If your Name is **ODIEK CHEPKIRUI MWANAISHA** and Index Number is **4040303030/2017**, enter your login details as follows:

Step 4: Click '**Submit**'

Step 5. Download your letter and print.

Step 6. On the left, click to download each of the following forms

- | | |
|----------------------------------|--|
| 1) Student personal details | 3) Medical biodata |
| 2) Letter of acceptance of offer | 4) Letter of rejection or deferment of offer |

NB. Self-Sponsored Programmes (SSP) applications are ongoing and opening shall be as for the GSS above.

2. CONTINUING STUDENTS

All continuing Chuka University GSS and SSP students shall open on 7th September, 2018. Classes for all students from Year 1 to Year 4 shall commence on Monday 10th September, 2018 at 8.00 am.

3. HELB LOAN

All students are recommended to apply for the HELB loans directly at: <http://www.helb.co.ke/>. Students should apply for University accommodation at: www.chuka.ac.ke. Money for tuition fees and other charges should be paid into the accounts shown below and payment slips presented to the Finance Department on the opening date.

| Name of the Bank | Account Number | Branch |
|-----------------------|----------------|--------|
| Kenya Commercial Bank | 1103755439 | Chuka |
| Cooperative Bank | 01129058189900 | Chuka |
| Equity Bank | 0210261453469 | Chuka |
| Family Bank | 054000002641 | Chuka |
| Stanchart | 0102024755200 | Meru |
| Barclays | 2035727666 | Chuka |

For clarification, contact the Registrar (Academic Affairs) through email: raca@chuka.ac.ke, or Tel.: 0202329073.

Deputy Vice-Chancellor (Academic, Research & Student Affairs)