



**OFFICE OF THE REGISTRAR, ACADEMIC, RESEARCH AND STUDENT AFFAIRS**

P. O. Box 713- 01100 Kajiado, Kenya.

Tel: 0703 969000, Website: <http://www.umma.ac.ke> | Email: [registrar@umma.ac.ke](mailto:registrar@umma.ac.ke)

**NEW STUDENT'S REGISTRATION FORM**

Ref no: .....Students Name.....Programme .....

**Student Personal Details**

Nationality		KCSE Index No.	
County		National ID/Passport No.	
Constituency		Birth Certificate No.	
P.O. Box		Mobile No.	
Town		Residence	

**ADMISSIONS:**

**Verification of Admission Documents**

Original Document	Comments
Original Letter of Offer	
Admissions List	
KCSE/KCE/KACE Certificate	
College Transcripts/Certificates /Leaving Certificate	
National ID/Passport	
2 Passport size photos	

Officer's Name.....Sign.....Date and Stamp

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**FINANCE DEPARTMENT**

Fees Payable in KSh..Quote you ref no when paying fees. No cash payment allowed

Fees paid	Reciept Number	Balance

Officer's

Name.....Sign.....Date.....

**HOSTELS FINANCE SECTION**

Fees paid	Reciept No.	Balance
Receipt No.		

Warden 's Name.....Sign.....Date.....

**APPROVED BY:**

Registrar ARSA Name .....sign..... DATE.....