



OFFICE OF THE ACADEMIC REGISTRAR

1/11/2021

TO: OUR ESTEEMED FRESHMEN AND WOMEN!

Re: **MANDATORY REQUIREMENTS FOR REGISTRATION WITH THE OFFICE OF THE ACADEMIC REGISTRAR; AY 2021/2022.**

Christian Greetings!

I congratulate you all upon your successful admission to your respective programs and welcome you to Bishop Stuart University! Our God Reigns!

Below is a list of Mandatory requirements for registration. Remember, its your obligation to register as the Semester commences to avoid any un necessary disturbances.

1. Admission letter.
2. Academic Documents
 - a) **Direct Entrants** (After A level) submit the copies of both O level pass slip and the certificate; and A level pass slips. Those without the A level pass slip should submit the testimonial from their A level school.
 - b) **Upgraders** (Joining of Diploma, HEC, Bachelors and Postgraduates) Submit the copies of both O and A level pass slips and certificates, copies of the Diplomas, Degrees, and the Bridging course.
 - c) **International Students** must include NCHE Equating Document.
3. Birth Certificate
4. ID of previous Institutions Attended
5. Financial statement indicating at least 50% payments on Tuition and Functional Fees
6. Payment of NCHE fee (20,000/)
7. Registration, Declaration and Oath form (Issued by AR Officials)
8. Passport size photo.


ARUHO ABDON RUTEGA

ACADEMIC REGISTRAR.

