

# ALUPE UNIVERSITY COLLEGE

(A Constituent College of Moi University)

OFFICE OF THE DEPUTY PRINCIPAL (ARSA)

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## STUDENTS REGISTRATION CLEARANCE FORMS

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*To be filled in duplicate*

Name: ..... Adm. No. ....

**1. Students Admissions Office: .....**

Requirements

- *A copy of the admission letter*
- *Acceptance Letter (AUCJI/1A)*
- *A copy of the national ID or Birth certificate (below 18yrs) or a valid passport (if not Kenyan)*
- *Students personal details form (AUCJI/2) – 4 Copies*
- *Passport photos (taken on sky blue background) – 4 Copies*
- *Student's Declaration form*
- *A copy of KCSE result slip; and original for verification*
- *KCSE/Diploma certificate (for self sponsored students; and original for verification)*

**2. Finance Office: .....**

Requirements: *Evidence of fee payment to the university account (KCB, Busia Branch; Account No. 1201874084; Account Name: Alupe University College)*

**3. School Office: .....**

Requirements

- *A copy of KCSE result slip; and original for verification*
- *KCSE/Diploma certificate (for self sponsored students; and original for verification)*

**4. Health Office: .....**

Requirements

- *Student entrance medical form (AUCJI/3)*

**5. Deputy Principal (ARSA) Office: .....**

**6. Hostels: .....**

*This students is a bonafide students of Alupe University College pending the issuance of a student identification card*