



MULTIMEDIA UNIVERSITY OF KENYA

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(MMU is Implementing ISO 9001:2015)

ADMISSIONS CHECK LIST FORM FOR NEW STUDENTS

Name of Student.....Faculty.....

Surname other names

SN	ITEM	NO OF COPIES	REMARKS BY THE VERIFYING OFFICER
1	Original Letter of Offer	1	
2	Copy of the letter of Offer	1	
3	Original National ID / Passport / Birth Certificate OR any other document(s) that can be used to identify the new Student.	1	
4	Copy of National ID / Passport / Birth Certificate OR any other document(s) that can be used to identify the new Student.	1	
5	Original KCSE result slips/KCSE Certificate, Leaving Certificate and any other Academic transcripts (where applicable).	1	
6	Copy of KCSE result slips/KCSE Certificate, Leaving Certificate and any other Academic transcripts (where applicable).	1	
7	Duly filled students' detail forms (MMU/F/AD/001-011).	1	
8	Colored Passport Photos	4	
9	Deposit slips or Bankers cheque for total fee as quoted on the letter of offer.	1	
10	Medical Report	1	