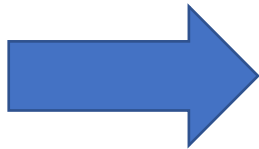




JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY
OFFICE OF THE REGISTRAR (ACADEMIC AND STUDENT AFFAIRS)

JOOUST REGISTRATION ROAD MAP



Registration Stage One: Main Gate

JOOUST Main Campus & Kisumu Campus

- **Parents:** Access the gate using your National Identification Card.
- **Students:** Access the gate using your Admission Letter.



Registration Stage Two:

Identification, verification and activation of student's portal will take place at the
Registration Center
Main Campus: Sports Grounds &
Kisumu Campus: Gardens



Registration Stage Three:

Student Portal Activation
Activation of the student portal



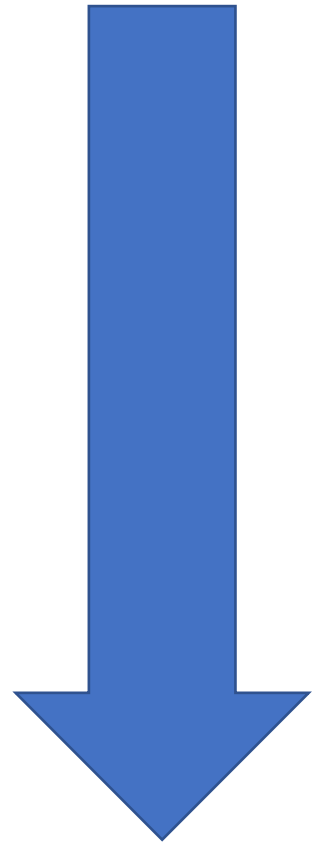
Registration Stage Four:

Student Finance
Payment through the e-citizen portal



Registration Stage Five:

Hostel Room Allocation at Ramogi
Hostel Office & Bondo Hostel





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Identification and Verification Guidelines for Students -Stage Two of Registration

1.0 Submit the original and photocopies of the following documents:

- i. Admission letter
- ii. KCSE Certificate/ Result Slip
- iii. School Leaving Certificate
- iv. National Identity Card
- v. Birth Certificate
- vi. Evidence of payment through the e-citizen

2.0 Submit the duly filled Joining instruction documents

- i. Letter of Acceptance
- ii. Student personal Details
- iii. Student entrance medical examination
- iv. Emergency form
- v. Declaration
- vi. Photo and Audio- Visual Release form

3.0 Payment Mode

Follow the procedure below to make any payments through e-citizen. For any further clarification, contact Student finance office via fo@jooust.ac.ke

eCitizen Fee payment Procedure

- i. Step 1: Log-in to the student portal
- ii. Step 2: On the dashboard click on make payment
- iii. Step 3: Select a service from the drop-down e.g Tuition fees
- iv. Step 4: Input the amount to pay
- v. Step 5: Click pay now {a payment reference code and amount will pop up}
- vi. Step 6: Select the payment mode M-pesa and follow the stated procedures
- vii. Step 7: Go to M-pesa and make the payment using the pay-bill business number 222222 and reference code in step 5 as the account number.
- viii. Step 8: Go back to your student portal and click complete
- ix. Step 9: Confirm the payment from your fee statement.