

UNIVERSITY OF NAIROBI
GRADUATE SCHOOL
GUIDELINES FOR REGISTRATION AT GRADUATE SCHOOL
& ACQUIRING STUDENT ID

Once an applicant receives the admission letter, he/she is required to register at the Graduate School to confirm admission.



The applicant is required to pay fees to generate a registration number. To generate a registration number visit smis.uonbi.ac.ke and follow the instructions therein.



Once the student has a registration number, he/she will proceed to their respective Faculty/School/Institute/Centre for biometric registration.



The student will visit Graduate School for registration and submit the following original certified documents:

- i. Masters certificate and transcripts (For PhD students)
- ii. Undergraduate certificate and transcripts
- iii. Secondary school certificate
- iv. Accreditation letter from CUE (For those who studied in Universities outside of Kenya)

Once the documents are received, the student will sign the nominal roll.



The student will then visit the student portal at smis.uonbi.ac.ke and request for the printing of student I.D. Once the I.D is printed the student will be required to collect it in person, at Graduate School