

Student Facilities Centre

ESSENTIALS FOR ROOM ALLOCATION: 2026 POST GRADUATE STUDENTS

All post graduate students requiring accommodation are to provide the following documents so that we process and allocate rooms accordingly.

A) GAP sponsored students are to produce the following:

1. Completed Application for PG accommodation issued from SS&F office.
2. Acceptance Letter from PG school indicating the formal acceptance into whatever program. The letter should also indicate sponsorship (GAP/Self/Corporate).
3. Copy of Registration form as evidence that you have registered.
4. Letter of Appointment from Staff Office indicating the student will be under GAP and conducting some part-time teaching as a requirement.
5. A completed Salary deduction authority (from Salaries office) which will authorize deductions from their teaching allowances to cater for their accommodation fees (K6300.00 for single rooms and K3150.00 for shared rooms)

B) CORPORATE SPONSORED

1. Acceptance Letter from PG school indicating the formal acceptance into whatever program. The letter should also indicate sponsorship (e.g. Trukai), if known.
2. Application for PG accommodation issued from SS&F office.
3. Respective Department/s can specify the sponsor and the portion of fees that will go toward accommodation (either K3150.000 or K6300.00). New students can produce receipts of payment; continuing students to provide updated fees statement from our Accounts (Mr. Ruben Kalate)

C) SELF SPONSOR

1. Acceptance Letter from PG school indicating the formal acceptance into whatever program. The letter should also indicate sponsorship (Self)
2. Completed Application for Accommodation
3. Evidence of payment of required fees (K6300.00 for single room and K3150.00 for shared rooms). New students can produce receipts of payment; continuing students to provide updated fees statement from our Accounts (Mr. Ruben Kalate)

“ZERO TOLERANCE ON SOMALIANS”