

THE PRESBYTERIAN UNIVERSITY OF EAST AFRICA (PUEA)
NEW STUDENTS ORIENTATION PROGRAMME
WEDNESDAY 8TH – FRIDAY 10TH SEPTEMBER 2021

DAY 1	WEDNESDAY, 8TH		
TIME	EVENT	ACTION BY	VENUE
08:00 – 8:30 AM	Morning Devotions	University Chaplain, Rev. Patrick Mutegi	GRADUATION SQUARE
8:30 – 10.30AM	a. Introduction of Heads of Teaching Depts b. Academic Matters/programs c. Student Handbook/Affairs	Registrar (Academic & Student Affairs), - Ms. M. M. Mainye	GRADUATION SQUARE
10:30 – 11:00 AM	TEA BREAK		
11.00 AM- 1.00 PM	Departmental Orientation	HODs	DESIGNATED ROOMS
1.00PM	LUNCH BREAK		
2.00- 4. 00PM	Departmental Orientation	HODs	DESIGNATED ROOMS
4.30 PM	Closing prayers	Departmental representative	DESIGNATED ROOMS
DAY 2	THURSDAY 9TH		
TIME	EVENT	ACTION BY	VENUE
8.30 -9:00 AM	Devotion	University Chaplain, Rev.Patrick Mutegi	GRADUATION SQUARE
9:00-10:30AM	Departmental Orientation	HoD's	DESIGNATED ROOMS
10.30-11.00AM	TEA BREAK		
11:00 AM–12:00PM	a. Intro ductiionnn of Heads of sections b. Human Resource Matters c. Administration /support services	Registrar (HRAP) - Dominic G. Mugao	GRADUATION SQUARE
12:00-100PM	University Quality Assurance and Standards	Director - Quality Assurance, Dr. Njage- Rwito	GRADUATION SQUARE
1.00-2:00 PM	LUNCH BREAK		
2.00 -2:30PM	Finances, Scholarship/Bursary, HELB,	Finance Officer, Mr. Samuel Ndung'u	GRADUATION SQUARE
2:30 – 3:00PM	Accommodation/Catering/Security	Mr. Anderson Lizalia, Mr. Charles Muchina	GRADUATION SQUARE
3:00 -3.30PM	Information Technology (I.T)	Mr. George Chege	GRADUATION SQUARE
3.30-4.30PM	University life Student leadership	University counselor-Rev Daniel Emoru Dean of Students- Dr Solomon Muriiki PUSA Chairman- Rev Katoo	GRADUATION SQUARE
4:30PM	Closing prayer	University Chaplain, Rev.Patrick Mutegi	GRADUATION SQUARE

DAY 3	FRIDAY 10 TH		
TIME	EVENT	ACTION BY	
8.30-9.00AM	Devotion	University Chaplain, Rev.Patrick Mutegi	GRADUATION SQUARE
9.00 -9.30 AM	Sports, Clubs and Societies	Mr.Maina, Sports Tutor	GRADUATION SQUARE
9.30-11.000AM	Vice Chancellor's Welcome Speech	Vice Chancellor, Professor Timothy Gatara	GRADUATION SQUARE
11.00 AM	Closing prayers	University Chaplain, Rev.Patrick Mutegi	GRADUATION SQUARE
11:05 -11:35AM	TEABREAK		
11.35AM-1.00PM	Library Orientation	Librarian	LIBRARY
1.00-2.00PM	LUNCH BREAK		
2.00-5.00PM	Library Orientation	Librarian	LIBRARY

N/B 1. Departmental Orientation will be done in the following rooms

- a) School of Education-Main Hall
- b) Nursing -15
- c) Occupational Therapy – 20
- d) Business Administration- Room 28
- e) Computer science-Room 5
- f) Communication Studies- Room 21
- g) Hotel & Tourism Management - Room 4
- h) Theology- Room 14

2. All Heads of Department and Sections are expected to be present during the Vice Chancellor's address



Dean of Students,

Dr. Solomon Muriiki

