

21st Jan 2025

**THE PRESBYTERIAN UNIVERSITY OF EAST AFRICA (PUEA)
NEW STUDENTS' ORIENTATION PROGRAMME
THURSDAY, 23RD JANUARY 2025**

DAY 1	THURSDAY, 23RD		
TIME	EVENT	ACTION BY	VENUE
8:30– 9:00 AM	Morning Devotion	University Chaplain, Rev. Jecinta Kiugi	UNIVERSITY CHAPEL
9:00-10:00AM	a. Unit Registration b. Information Technology	ICT Department - Francis Njoroge ODL Department-Walter Ombiro Finance Officer –Mr. Ndungu	UNIVERSITY CHAPEL
10.00-10.20 AM	TEA BREAK		
10.20-11.20AM	Finance/Scholarship Bursary/HELB	Finance Officer	UNIVERSITY CHAPEL
11.20-11.20 AM	Accommodation/Catering/ Security	Catering - Mr. Macharia, Accommodation Manager – Nancy Kajuju Security officer Mr. Charles Muchina	UNIVERSITY CHAPEL
12.00-1.00 PM	Sports &Clubs/Out of Class activities	Sports Tutor- Mr. Anderson Lizalia	UNIVERSITY CHAPEL
1.00-2.00PM	LUNCH BREAK		
2.00-2.30PM	University life/ Student leadership	University counselor- Rev Daniel Emoru Dean of Students- Aaron S. Sailepu PUSA Chairman-Aaron Kiprotich	UNIVERSITY CHAPEL
2.30-3.00 PM	Student Handbook/Affairs	University Registrar – Rev. Dr. Titus Kibaara	UNIVERSITY CHAPEL
3-00.4.00 PM	Vice Chancellors Forum	VC &Faculty Academic Staff &University Management Board	UNIVERSITY CHAPEL

NB:

- i. During Vice Chancellor's Forum, all Directors, Deans, HoD's & Heads of Sections and Academic staff are expected to attend.*
- ii. HoD's and the Librarian to orient the students on Friday, 24th January 2025 within their departmental offices (9:00am-10:00am) and the Library (11:00am-1:00pm).*

Aaron S. Seki

DEAN OF STUDENTS

Cc. Vice Chancellor, University Counselor Catering & Accommodation Manager
Deputy Vice Chancellor, Finance Officer
Registrar, Chaplain, Deans, HoD's, Head of Sections, Librarian, ICT Department,
ODL, Security Officer, , Sports Tutor, PUSA Chairman