



UNIVERSITY OF NAIROBI
COLLEGE OF AGRICULTURE & VETERINARY SCIENCES
Orientation of First Year Students,
2016/2017 ACADEMIC YEAR

1. PREAMBLE:

The University of Nairobi wishes to take this early opportunity to congratulate and welcome all the students who have been selected for the various degree programmes at the premier university, The University of Nairobi.

In order to give each one of you time to settle down and adjust to the (new) life with ease, the University of Nairobi has dedicated one week of orientation into the various aspects that would form part of your lifestyle for the period of stay at the university.

The orientation of new students joining the University is done in order to, *inter alia*:-

- i) Acquaint the students with the University policies and procedures.
- ii) Help the students adjust to the new life at the University
- iii) Introduce the students to Senior Officials of the University
- iv) Familiarize the students with the facilities and amenities available in the University, which include but not limited to:-
 - a) Academic facilities such as; Libraries, Lecture Theatres, Laboratories, Bookstore etc.
 - b) Welfare facilities such as medical, counseling, accommodation, catering and games
 - c) Social activities, clubs and societies

The orientation will be to a large extent college based. Thus, students will be exposed in detail to the facilities in their respective colleges and campuses, and in general to those of the entire University.

2. HELP DESK

There will be a help desk set up at every registration point for assistance. The Admissions office will however serve as the central help desk and it's located at the **main campus on the first floor of the Administration Block.**

Tel. contacts: 020-318262 ext. 28213, 28280, 28285, 28705;

The College Help desk in Upper Kabete Campus is at 8.4.4 Building.

Tel. Contacts: 0202-3592734 ext. 27137, 27187, 27186, 27041, 27156 or 0731603475, 0717542186.

3. MEALS.

All Dining Halls will be open from 10.30 a.m. to 8.00 p.m. on **DAY ONE** except for a one hour break between 3.00 p.m. and 4.00 p.m. Breakfast for the rest of the semester will be served from 6.00 a.m. to 8.00 p.m. All meals are served on **PAY- AS- YOU -EAT** (Cash) basis at **TANA MESS**.

4. HALLS OF RESIDENCE

The Halls Officers/Custodians will be available to meet the students after registration in their respective halls as per the schedule shown in **Table 1**.

5. PHOTOGRAPHY

The university photographic unit in liaison with the ICT Centre and the respective College Registrars will be taking students photographs for preparation of students Identification Card at the registration centers. Please ensure that you are photographed before you proceed to your halls of residence. Thereafter, log on to the student portal to place your request for student ID as detailed in the Joining Instructions document JI/17. The IDs will be availed to the respective Deans'/Directors' offices once printed for your collection.

6. TRANSPORT

Each College is expected to avail a vehicle for ferrying their students as need may arise. However, the following vehicles from the college Transport will be on standby throughout the orientation week as indicated in the schedule below.

	M/V REG. NO.	MAKE	LOCATION
1	KAV 066E	ISUZU BUS	CAVS
2	KAL 934U	ISUZU BUS	CAVS

In matters related to transport, the following officer could be contacted:

1. Mr. FlabianMutungi 0722 601 770

7. OFFICE OF THE DEAN OF STUDENTS

The Office of the Dean of Students is located on the ground floor of **Gandhi Wing(Main Campus)**. Officers in the Dean of students Office, among them counselors and the placement officer will be available during the orientation week and throughout the Academic Year for consultation and/or assistance that any student may require. Please refer to the Joining Instructions document JI/10 for more information.

Within colleges, the officers of the Dean of students' office may be consulted at the offices as shown below:-

College of Agriculture & Veterinary Sciences - Games Office Building or College Registrar CAVS - Principal's Office Building,
Assistant Registrar, Faculty of Agriculture - Agriculture Building.
Assistant Registrar, Faculty of Veterinary Medicine – Dean's Office, Veterinary Pathology Building

8. CHAPLAINCY

The University recognizes the need for services of a spiritual nature, over and above the other services offered. Our Chaplaincy is staffed by religious leaders (Protestant, Catholic and Muslim) and offers general support and guidance while also drawing attention to the spiritual value within the various faiths. The services of the Chaplaincy are open to the entire University Community. Some of these services and activities include guidance, conducting religious ceremonies, for instance, weddings, baptisms, burials, conducting regular worship services, hosting seminars and workshops, and coordinating religious activities at the University.

The University Chaplaincy is located in Gandhi Wing Main Campus.

9. PROGRAMME FOR THE ORIENTATION WEEK

DAY ONE: MONDAY SEPTEMBER 14, 2015

ARRIVAL AND REGISTRATION

On arrival, students will be expected to register with their respective Faculties/Schools/Institutes. Registration will commence at 8.00 a.m as follows;-

TABLE 1: REGISTRATION SCHEDULE

FACULTY/ SCHOOL/ INSTITUTE	DEGREE PROGRAMME	REGISTRATION CENTRE	HALLS OF RESIDENCE
Faculty of Agriculture	B. Sc. (Agriculture) B. Sc. (Food Science and Technology) B. Sc. (Food Nutrition and Dietetics) B. Sc. (Agribusiness Management) B. Sc. Agricultural Education and Extension) B. Sc. (Horticulture) B. Sc. (Range Management) B. Sc. (Management of Agro-Ecosystems & Env.)	Upper Kabete Campus. 8-4-4 building	Upper Kabete Campus Halls
Faculty of Veterinary Medicine	Bachelor of Veterinary Medicine Bachelor of Science (Wildlife Management) B.Sc. (Fisheries & Aquaculture Management) B.Sc. (Leather Technology)		Male - Mamlaka Female - Upper State Hse Rd Units Upper Kabete Campus

HELPLINE(S)

Students who may face difficulties in locating the registration centers should get in touch with the office of the Academic Registrar, the respective College Registrars or Dean of Students/Assistant Deans of Students on the contacts shown below:

OFFICE	CONTACT	TEL:	EMAIL
Academic Registrar	Deputy Registrar (Admissions)	318262 Ext 28213/ 28285/28280/28705	reg-academic@uonbi.ac.ke ; admissions@uonbi.ac.ke
	Principal	020-3592734 Ext 27187 0717542186	principal-cavs@uonbi.ac.ke
	College Registrar	0731603475 0717542186 0722 613039	registrar-cavs@uonbi.ac.ke
	Dean, Faculty of Veterinary Medicine	0202181370/0722840314	Dean-vet@uonbi.ac.ke
	Dean, Faculty of Agriculture	Ext. 27041/0722499094/0722352043	Dean-agric@uonbi.ac.ke
	Director, WMI	0202506448/0722380971	wmi@uonbi.ac.ke
	Chairman, Dept. of Animal Production	0202585859/0721904975	dept-animalproduction@uonbi.ac.ke
	Chairman, Dept. of VPMP Chairman, Dept. of Clinical Studies	Ext 27166/0722641048 Ext 27191/0722443434 Ext 27079/0724354865	vetpath@uonbi.ac.ke dept-clinicalstudies@uonbi.ac.ke

	Chairman, Dept. of PHPT	020 2055129/0721723806	dept-publichealth@uonbi.ac.ke
	Chairman, Dept. of Vet. Anatomy & Physiology		dept-vetanatomy@uonbi.ac.ke
	Chairman, Dept. of PS & CP	Ext 27298/0725886241	dept-pscp@uonbi.ac.ke
	Chairman, Dept. of Agric. Economics	Ext 27093/0720933552	agecon@uonbi.ac.ke
	Chairman, Dept. of FSN & T	Ext 27021/0722377635	dftn@uonbi.ac.ke
	Chairman, Dept. of LARMAT	020- 2102212/0733998264	larmat@uonbi.ac.ke
CAVS	College Registrar	020-2689973; 0722613039	registrar-cavs@uonbi.ac.ke
Assistant Registrar - Faculty of Agriculture	Mr. D. Gitonga	0722352043 /Ext.28028	Dean-agric@uonbi.ac.ke
Assistant Registrar - Faculty of Veterinary Medicine	Mr. D. K. Cheboi	0722 757 122	Dean-vet@uonbi.ac.ke
Assistant Dean of Students CAVS		TEL:3592734/5/6/7/8/9	

DAY TWO: TUESDAY SEPTEMBER 15, 2015

6.45 a.m.	-	9.00 a.m.	-	BREAKFAST
9.00 a.m.	-	12.00 noon	-	Students to continue with Registration in 8. 4.4. Building, Upper Kabete Campus
12.30 p.m.	-	2.00 p.m.	-	LUNCH BREAK
2.00 p.m.	-	4.00 p.m.	-	Students to continue registration in 8. 4.4. Building Upper Kabete Campus

DAY THREE: WEDNESDAY SEPTEMBER 16, 2015

6.45 a.m.	-	9.00 a.m.	-	BREAKFAST
9.00 a.m.	-	1.00 p.m.	-	Address by Principal, Deans/Director of Faculties/Institute, Chairmen of Departments, Officials from Students Welfare Authority and University Health Services at 8.4.4 building Upper Kabete Campus
1.00 p.m.	-	2.00 p.m.	-	LUNCH BREAK
2. 00 p.m.	-	5.00 p.m.	-	Address by Deans of Faculties & Director, Chairmen of Departments- Institutes/Schools Faculty of Agriculture students – 8.4.4 Building Faculty of Veterinary Medicine students – Veterinary Pathology Large Lecture Theatre
5.00 p.m.	-	7.00 p.m.	-	HIV/AIDS Sensitization Drama at Upper Kabete campus.

DAY FOUR: THURSDAY SEPTEMBER 17, 2015

6.45 a.m.	-	8.30 a.m.	-	BREAKFAST
9.00 a.m.	-	11.30 a.m.	-	Students to be addressed by University Officials (See Annexure A) Venue: Great Court - Main Campus
11.30 a.m.	-	12.45 p.m.	-	Sensitization on HIV/AIDS Pandemic and VCT Services by the VCT Centre, UHS. - Address by National Agency for the Campaign Against Drug Abuse (NACADA).

12.45 p.m. - 2.00 p.m. - **LUNCH BREAK**

2.00 p.m. - 4.00 p.m. - **Vice-Chancellor's address**
Venue – Great Court, Main Campus

Buses will be available to ferry students to Main Campus at the Principal's Car Park from 8.00a.m. Students will be ferried back to the college after the Vice Chancellor's address.

DAY FIVE: FRIDAY SEPTEMBER 18, 2015

6.45 a.m. - 8.30 a.m. - **BREAKFAST**

9.00 a.m. - 1.00 p.m. - Students to be given library orientation in the colleges/campuses as follows:-

FACULTY/SCHOOL/INSTITUTE	LIBRARY
Agriculture	Upper Kabete Library
Veterinary Medicine; Wildlife Management Leather Science and Technology Fisheries and Aquaculture Management	Upper Kabete Library

1.00 p.m. - 2.00 p.m. - **LUNCH BREAK**

2.00 p.m. - 5.00 p.m. - Students to be trained on Registration of courses on the Students Management Information Systems (SMIS) at 8.4.4 Lecture Theatre

DAY SIX: SATURDAY SEPTEMBER 19, 2015

6.45 p.m. - 8.30 a.m. - **BREAKFAST**

8.30 a.m. - 12.00 noon - Games and Sports at various College venues.

1.00 p.m. - 2.00 p.m. - **LUNCH**

2.00p.m. - 5.00 p.m. - Continuation of Games and Sports.
Games Tutor, CAVS to Co-ordinate

6.30 p.m. - 7.30 p.m. - **SUPPER**

7.30p.m. - 11.00 p.m. - Entertainment.

DAY SEVEN: SUNDAY SEPTEMBER 20, 2015

6.45 a.m.	-	8.30 a.m.	-	BREAKFAST
9.00 a.m.	-	12.00 noon	-	Students may attend church services of their denominations.
12.00 p.m.	-	2.00 p.m.	-	LUNCH
3.00 p.m.	-	5.00 p.m.	-	Own time management
6.00 p.m.	-		-	SUPPER

END OF ORIENTATION

MONDAY SEPTEMBER 21, 2015

8.00 A.M. **Lectures begin. All students to start attending lectures as per the Teaching Timetables.**

ANNEX A

ADDRESS BY UNIVERSITY OFFICIALS

The following Senior University Officials will address the students during the orientation week on *Thursday September 17, 2015 in Taifa Hall* as follows:

Morning : 9.00a.m – 11.30 a.m.

Academic Registrar

Dean of Students

Registrar (Ag.), Student affairs

Registrar (Ag.), RP & E

Special Students Advisor
Director, Sports and Games
Chief Security Officer
Finance Officer
Planning Registrar
Administration Registrar
Director, Library and Information Services
Chief Medical Officer
Chief Legal Officer
Chairman, Time-tabling Committee
Director, Students Welfare Authority
Managing Director, University of Nairobi Enterprises Services
Director, Centre for International Programmes and Links
Director, Board of Common Undergraduate Courses
Director, Information Communication & Technology Centre
Deputy Vice-Chancellor (Research, Production and Extension)
Deputy Vice-Chancellor (Administration and Finance)
Deputy Vice-Chancellor (Student Affairs)
Deputy Vice-Chancellor (Academic Affairs)

Afternoon: 2.00 p.m – 4.00 p.m

The Vice -Chancellor