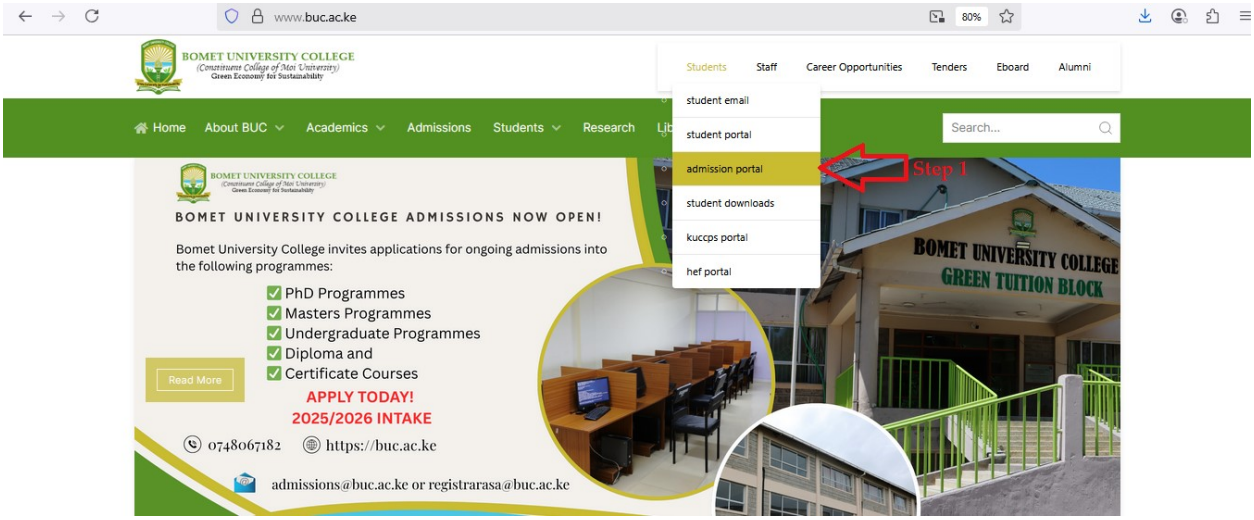
BOMET UNIVERSITY COLLEGE

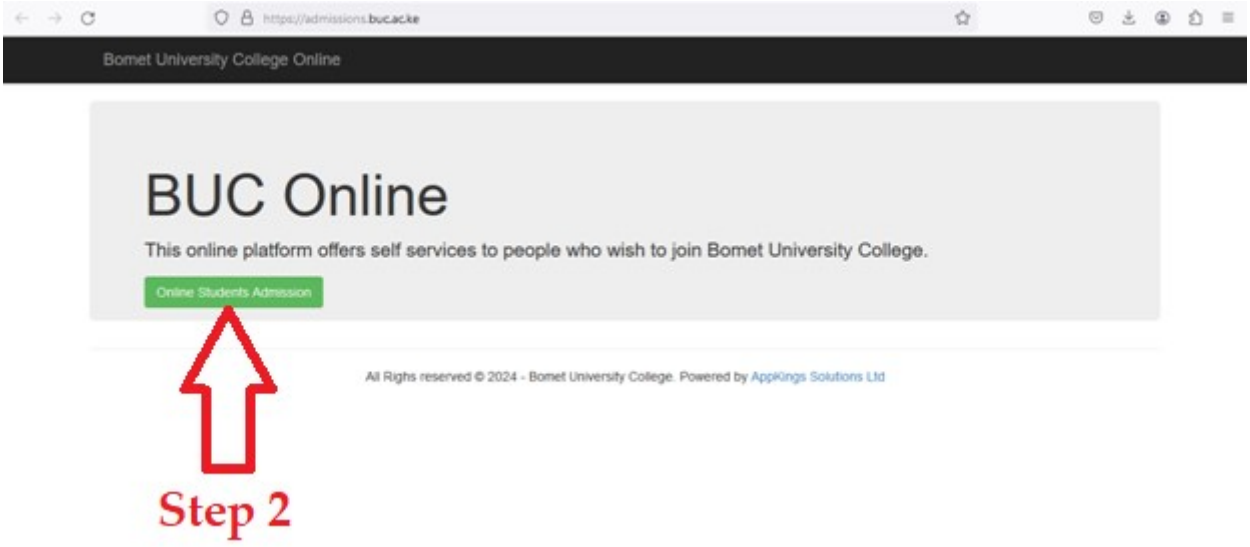
(A Constituent College of Moi University)

ONLINE ADMISSION GUIDELINES

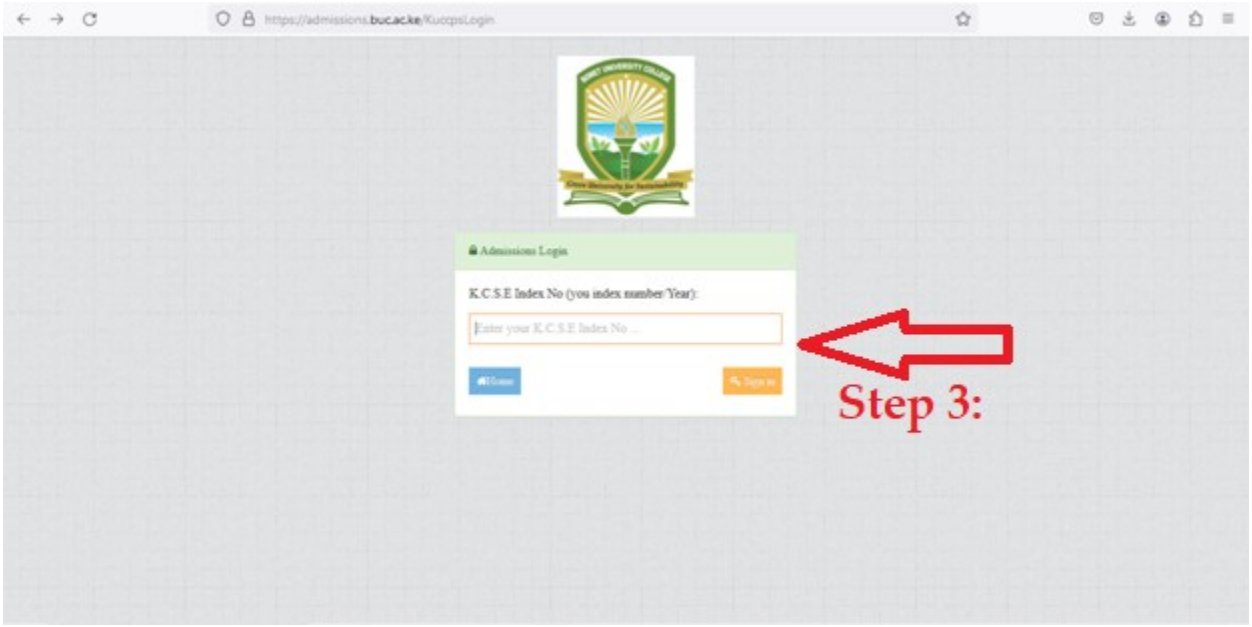
STEP 1: In your browser, type https://www.buc.ac.ke/, navigate to students and click on **Admission Portal**



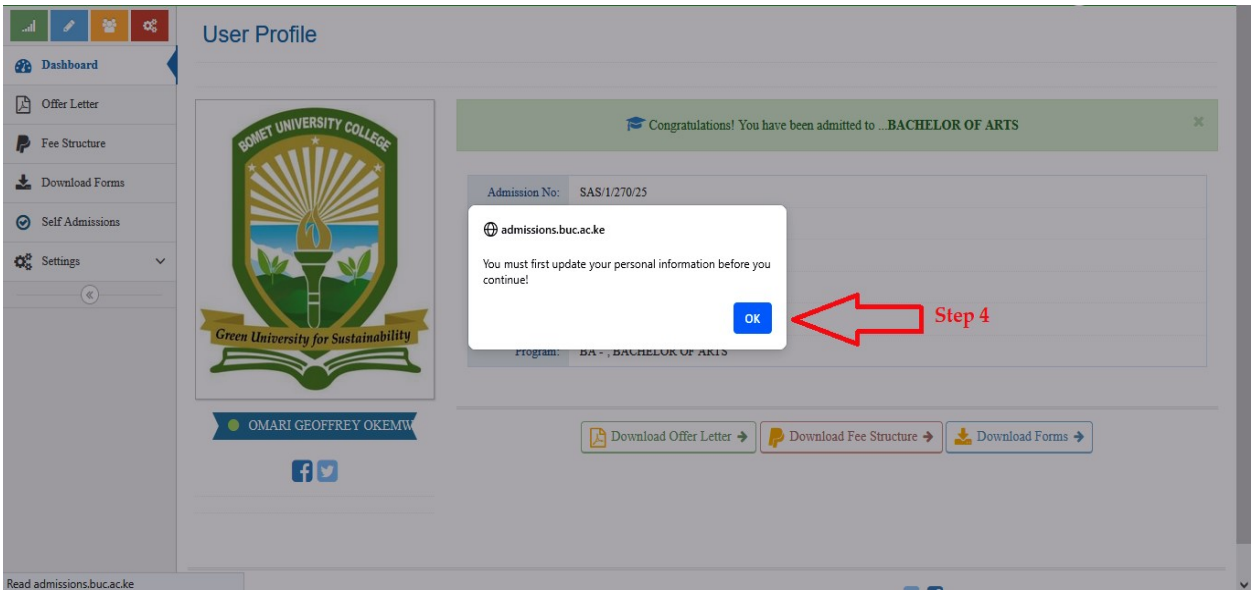
STEP 2: Under the admission Portal click on **Online Students Admission**



STEP 3: Type your KCSE index number then backslash (/) Year of exam (i.e index number/Year), then click Sign In.

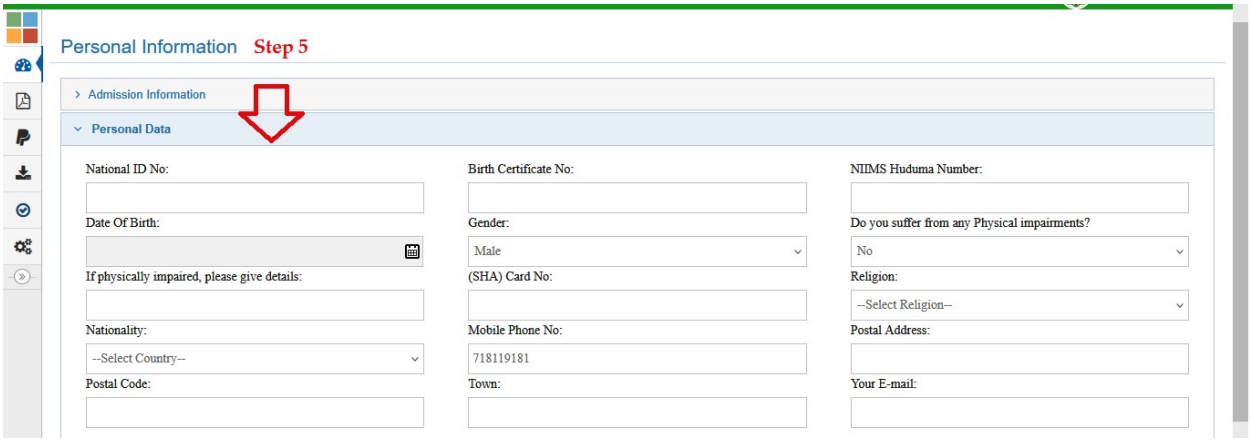


STEP 4: Click **OK** on the window that appears with the narrations "**You must first update your personal information before you continue**!"

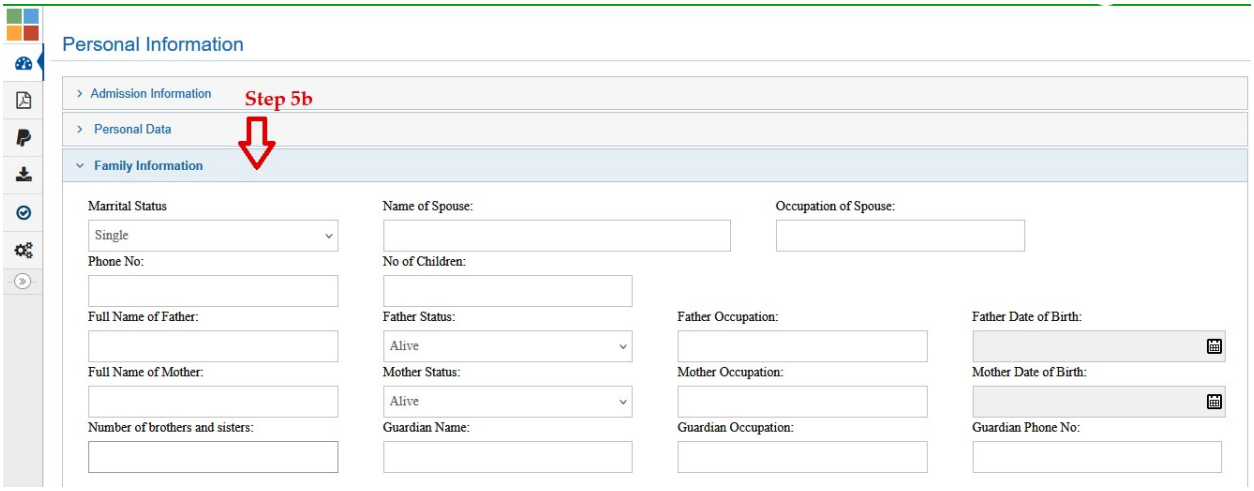


STEP 5: Update your personal information in the following order;

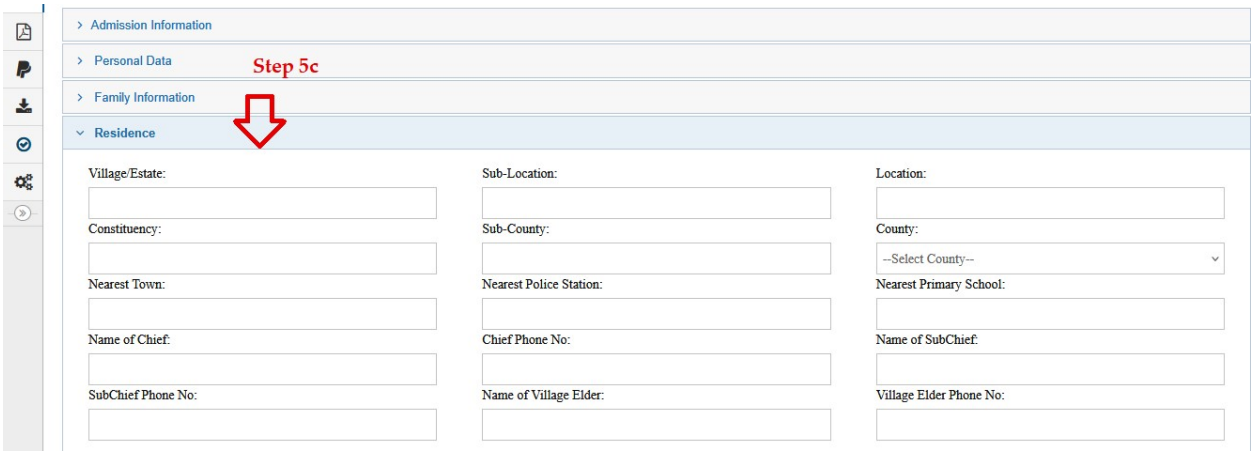
a) Personal data



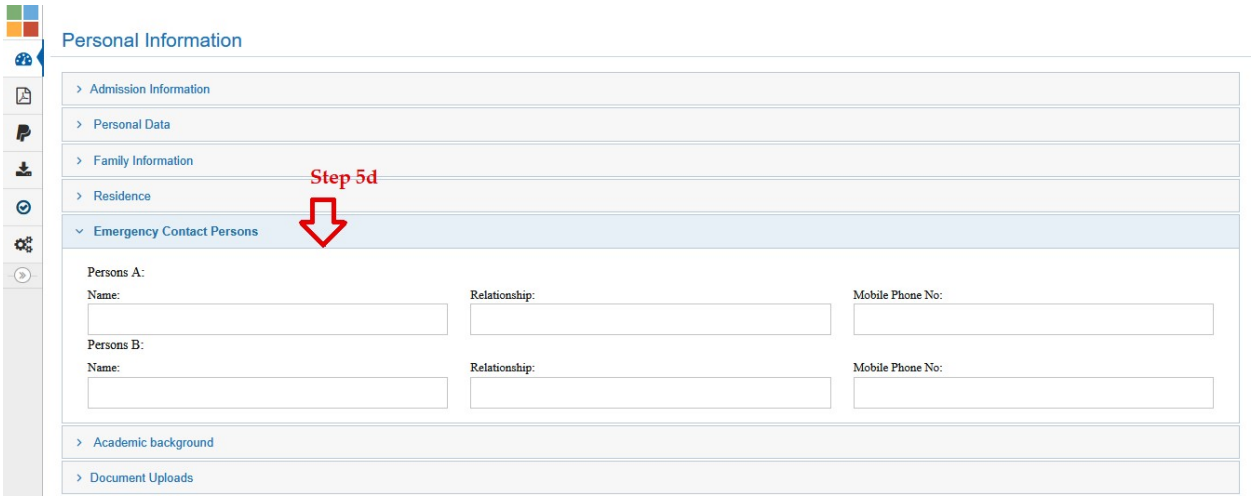
b) Family information



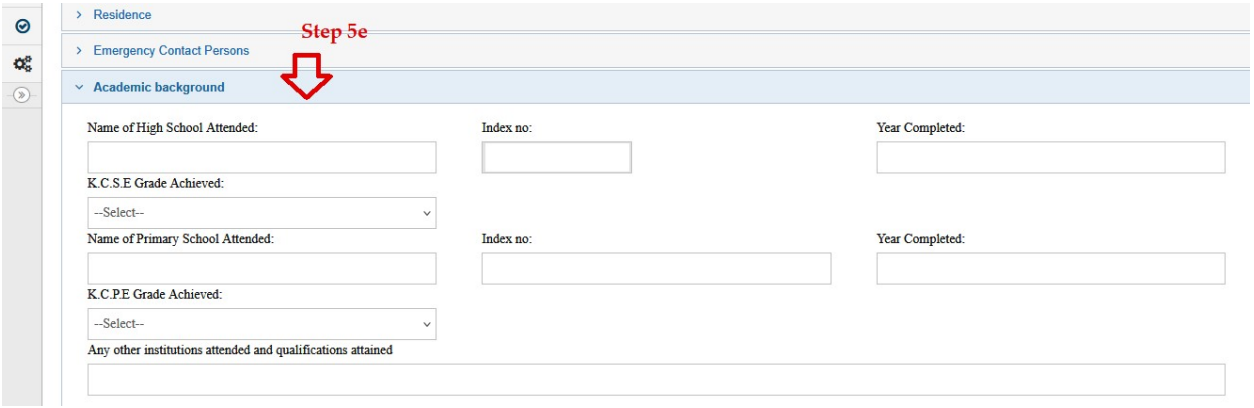
c) Residence



d) Emergency Contact Persons



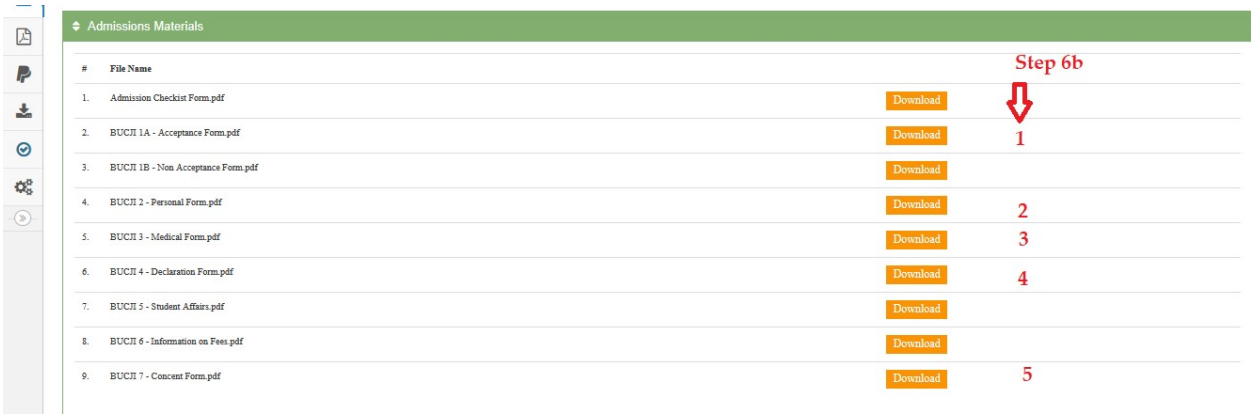
e) Academic background



STEP 6: Document Upload

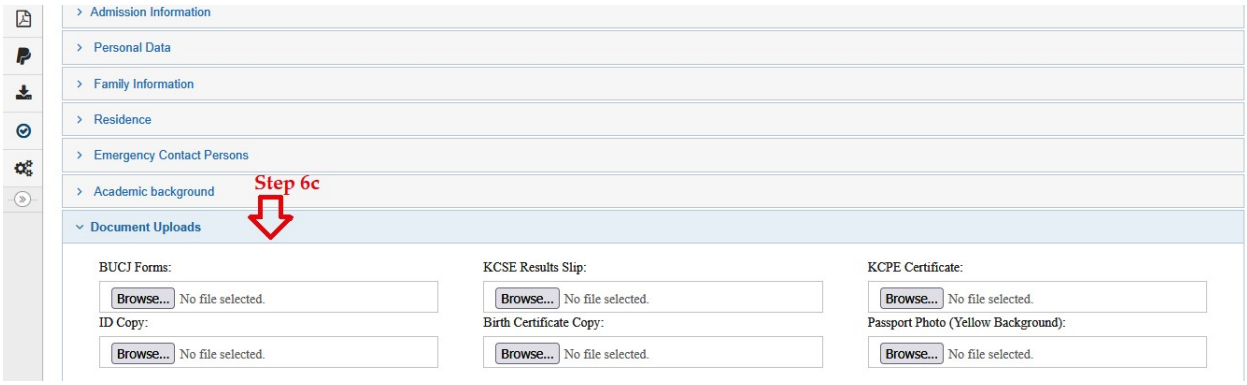
a) Forms Download

b) BUCJI Forms Download



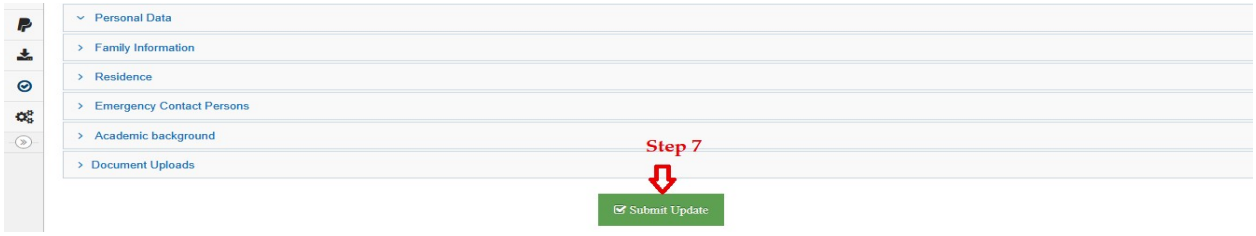
NOTE: Download and accurately fill forms; **BUCJI 1A, BUCJI 2, BUCJI 3**, **BUCJI 4** and **BUCJI 7** and Scan them to PDF in readiness for upload.

c) Forms Upload



NOTE: Upload the scanned pdf of; **BUCJI 1A, BUCJI 2, BUCJI 3**, **BUCJI 4, BUCJI 7, KCSE Result Slip, KCPE Certificate, Identification Document (ID), Birth Certificate and a Passport size Photo** (Yellow Background).

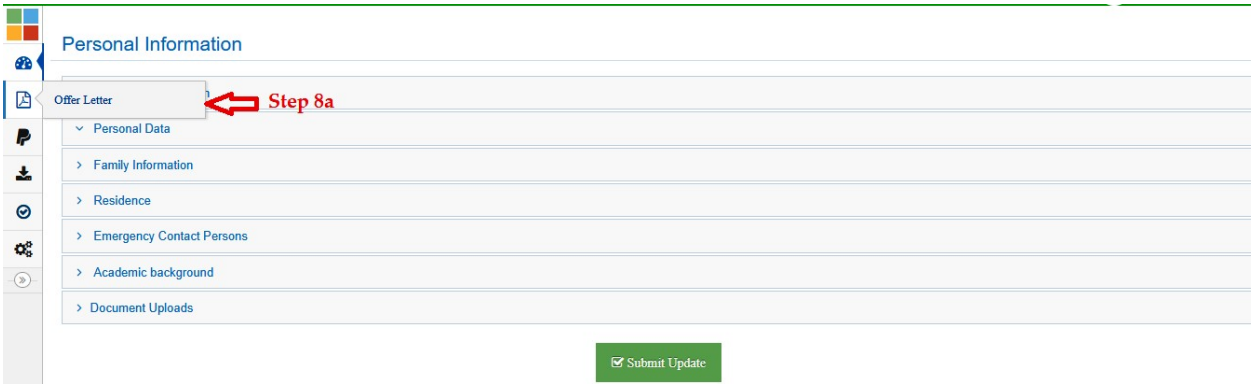
STEP 7: Click on **Submit Update** Button



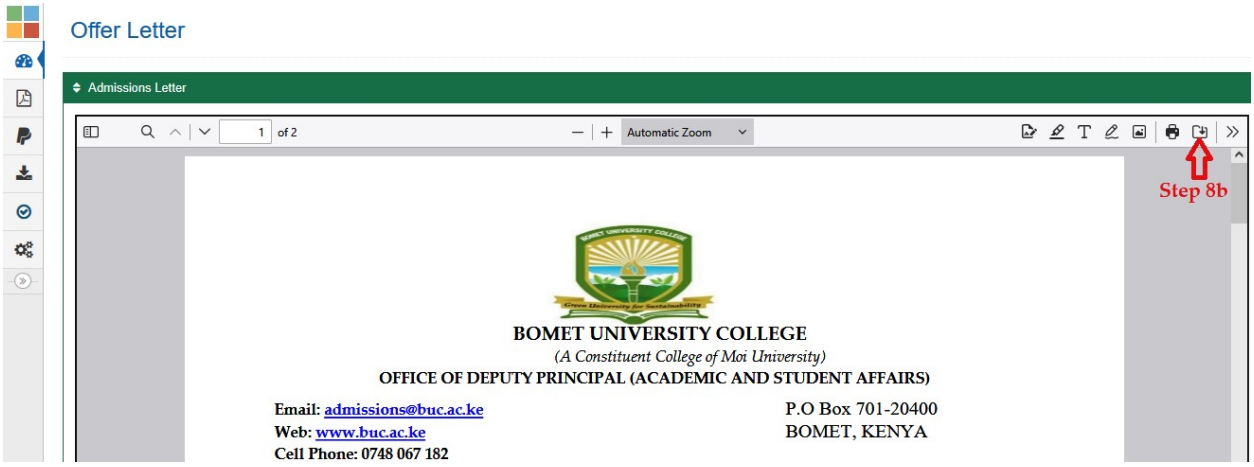
NOTE: Once you **updated all fields** and successfully updated the **personal information and uploaded the documents;** your **Admission Letter** will be ready for download

STEP 8: Admission Letter download

a) Accessing the Admission Letter

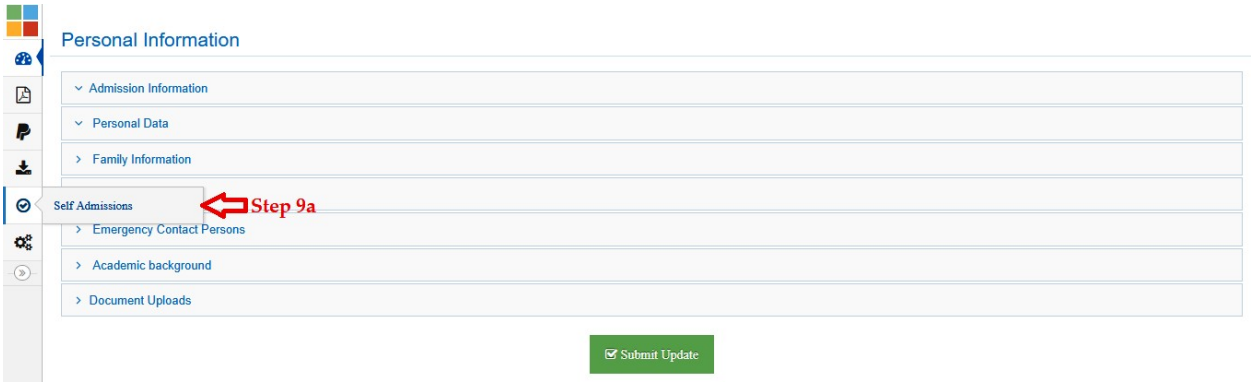


b) Downloading the Admission Letter

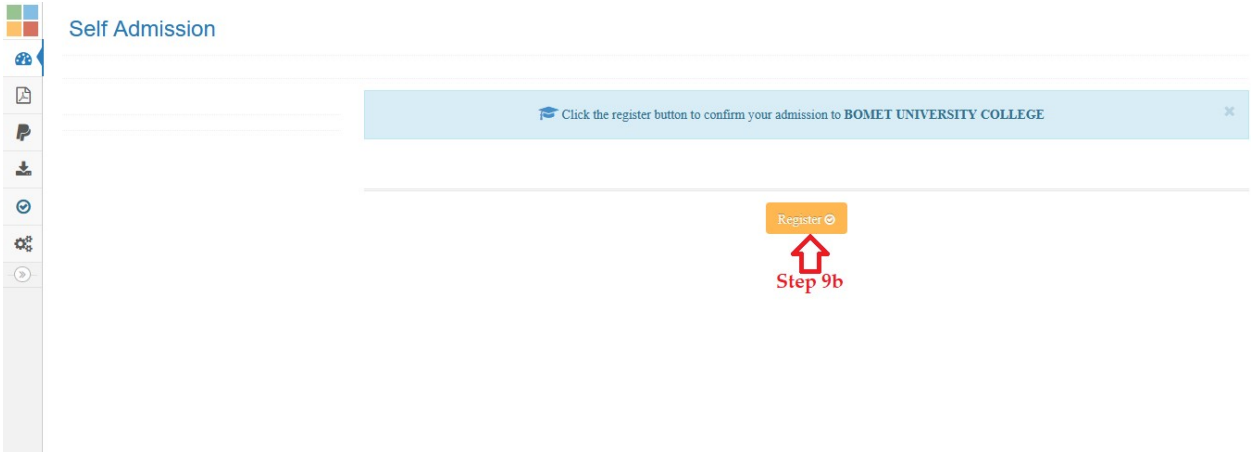


STEP 9: Self Admission Process

a) Self Admission



b) Register



Note: Click on **Register** to complete the Online admission Process.

Congratulation on being admitted to Bomet University College

In case of challenges, do not hesitate to call our University Line: 0748 067 182