

SEMESTER 2 2025 - MANUAL ENROLMENT FORM

Please **PRINT (WRITE IN CAPITAL LETTERS)** the required information clearly.

SECTION A: PERSONAL DETAILS

ID NUMBER

TITLE:	FIRST NAME:	MIDDLE NAME:	LAST NAME:
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SECTION B: TO BE COMPLETED BY COURSE COORDINATOR/HEAD OF DEPARTMENT

Programme:

Major 1: Major 2: Minor:

Core Units	Unit Code	Unit Title	Accept	Proforma (Unit Cost)	Approved by
1			Yes / No		
2			Yes / No		
3			Yes / No		
4			Yes / No		
5			Yes / No		
Electives					
1			Yes / No		
2					
Registration Fee (Only for Newly Admitted Students)				\$ 500.	
Student Association Fee				\$ 100.	
Late Enrolment Fee				\$ 100.	
Total Fee					

SECTION C: SINU FINANCE (OFFICIAL USE ONLY)

CONTINUING/RE-ADMITTED/RE-DO STUDENTS ONLY

Cleared to enroll: YES ☐ NO ☐ Comments: _____

Date: _____ Finance Officer: _____

SECTION D: STUDENT ACADEMIC SERVICES (OFFICIAL USE ONLY)

(Note: Approval must be done before update can be done in SMS)

Update in SMS (System)

Date: ____/____/20____ SAS Officer: _____