

# RONGO UNIVERSITY

OFFICE OF THE DEPUTY VICE-CHANCELLOR (AFP)

## MEMO

**FROM:** Deputy Vice-Chancellor (AFP)

**DATE:** 31<sup>st</sup> August 2024

**TO:** All Continuing Students

**REF:** RU/DVC-AFP/ADMIN/Vol 1/4

**SUBJECT: IMPORTANT UPDATE ON REGISTRATION PROCESS**


The above captioned subject matter refers.

As part of our ongoing efforts to enhance your academic experience, we are excited to announce that we will be transitioning to a new Enterprise Resource Planning (ERP) system for student registration.

This new system is designed to streamline and improve the registration process, providing you with a more efficient and user-friendly experience. Please note the following important details regarding this change:

- 1) **Mandatory Use of the New ERP System:** All continuing students must complete their registration through the new ERP system.
- 2) **Accessing the New System:** Detailed instructions on how to access the new ERP system will be provided in a follow-up communication.
- 3) **Timeline:** Please be aware of the registration period, which will commence on 4<sup>th</sup> September 2024 and close on 20<sup>th</sup> September 2024. Make sure to complete your registration within this time frame to ensure you are enrolled in your desired courses.
- 4) **Support and Assistance:** Our support team will be available to assist you throughout this process. If you require help, please contact the School Administrator.

We appreciate your understanding and cooperation.

For:   
**PROF. DANIEL K. TARUS**  
**DEPUTY VICE-CHANCELLOR (AFP)**

Cc. RUMB  
All Deans and Directors  
All Heads of Department

DKT/jwk



Rongo University is ISO 9001:2015 Certified

