

APPLICANTS MANUAL.

Step A: Application Process

1. Click on the link <https://kafu.jiunge.com>, you will be redirected to institution's landing page.

For Government Sponsored, click on **Click Here To Download** button on the bottom red banner to download admission letter by verifying index number.

The screenshot shows the Kaimosi Friends University landing page. At the top is the university's logo and name. Below it, a central card titled "Sign Up as Government Sponsored Student" (with subtext "(KUCCPS, NYS, CDF, etc.)") contains a form. The form has a label "Enter KCSE Index Number *" and a text input field with the placeholder "E.g.12345678900/2021". Below the input field is a black button labeled "VERIFY INDEX NUMBER". At the bottom of the page, there is a red banner with the text "Admission Letters for KUCCPS Students" and a button labeled "CLICK HERE TO DOWNLOAD".

For Self-Sponsored, Click on **Programmes** to apply for a course of choice. You will see an Open Intake with Courses offered.

The screenshot shows the Kaimosi Friends University website. The top navigation bar includes the university logo, name, and links for Home, Programmes (highlighted with a red box), Hostels, and Gallery. There are also buttons for APPLY NOW, LOG IN, and SIGN UP. Below the navigation bar is a dark banner with the text "Business | Computer Science | Hospitality And Tourism | Education | Science". The main content area displays a table of open intakes. The first row is highlighted with a red box and shows "Open Intake SEPTEMBER 2026", "Days Remaning 106 days", and "Reporting 31 Aug 2026". Below this is a table with columns: Programme Name, Duration, Intake(s), Campus, App Fees, and an APPLY NOW button. The table lists two programmes: "BACHELOR OF EDUCATION (FRENCH)" and "DICTS TEST PROGRAMME". At the bottom, there is a red banner with the text "Admission Letters for KUCCPS Students" and a button labeled "CLICK HERE TO DOWNLOAD".

Programme Name	Duration	Intake(s)	Campus	App Fees	
BACHELOR OF EDUCATION (FRENCH)	4 Years	SEPTEMBER 2026	Main +1	KES 0	APPLY NOW
DICTS TEST PROGRAMME	2 Years	SEPTEMBER 2026	Main +1	KES 0	APPLY NOW

2. Click on **APPLY NOW** button on your selected course to apply/enroll. You may use the filters as you wish to get your precise course for application. You will be redirected to **create an account/register** on Sign Up page.

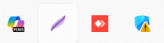


KAIMOSI FRIENDS UNIVERSITY.

Sign up as

Self-Sponsored Student

Government Sponsored Student
(KUCCPS, NYS, CDF, etc.)





KAIMOSI FRIENDS UNIVERSITY.

Register

Self-Sponsored Student

Surname * Other Names *

Email *

Password * [Show](#)

☐ I agree to Terms & Conditions *



- On the Sign Up page, fill in correct details as shown below. Then click on Sign Up button you will be logged in automatically to start your programme/course application.

Register
Self-Sponsored Student

Surname *
Other Names *

App
Test

Email *

apptest@yopmail.com

Password *

.....
Show

☒ I agree to Terms & Conditions *

SIGNUP

Already Signed up? Login

4. On the **Programme Application** page, you will see an **Application Form** to fill in to proceed applying. The application is in **4 Steps/Stages** as shown below.

KAIMOSI FRIENDS UNIVERSITY.

Home
Programmes
Hostels
Gallery

Hello, Test

APPLY NOW

Apply For
BACHELOR OF EDUCATION (FRENCH)

Intake
SEPTEMBER 2026
Days Remaining to Apply
106
Reporting
31 Aug 2026
Programme Duration
4 Years

PAY FEES

Application Form

1
2
3
4

Basic Details
Education Requirements
Cluster Criteria
Admission Requirement

Admission Letters for KUCCPS Students
CLICK HERE TO DOWNLOAD →

Once done with **Stage 1: Basic Details**, proceed to click on **next** button at the bottom of the application form to move to **Stage 2: Education Requirements** as shown below.



Nationality*

Kenyan ▾

Country*

Kenya ▾

Disability Types *

None ▾

Special Needs

PAY FEES

NEXT →



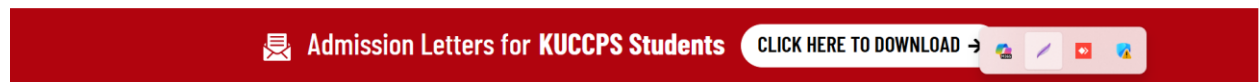
Admission Letters for KUCCPS Students

CLICK HERE TO DOWNLOAD →



Once done with **Stage 2: Education Requirements**, proceed to click on **next** button at the bottom of the **Application Form** to proceed to **Stage 3: Cluster Criteria** as shown below.

The screenshot shows the top navigation bar of KAIMOSI FRIENDS UNIVERSITY with links for Home, Programmes, Hostels, and Gallery. A user profile 'Hello, Test' and an 'APPLY NOW' button are on the right. Below the navigation bar is a progress bar with four stages: 1. Basic Details (highlighted in green), 2. Education Requirements (highlighted with a red box), 3. Cluster Criteria, and 4. Admission Requirement. The main content area is titled 'Education Qualification' (highlighted with a red box) and is labeled 'Step 2 - 4'. It contains two input fields: 'Higher Education (Colleges and Universities)' and 'Bachelor's Degree'. A 'PAY FEES' button is on the right. At the bottom, a 'NEXT →' button is highlighted with a red box.



Once done with **Stage 3: Cluster Criteria**, proceed to click on **next** button at the bottom of the **Application Form** to proceed to **Stage 4: Admission Requirement** as shown below.

The screenshot shows the top navigation bar of KAIMOSI FRIENDS UNIVERSITY. Below it is a progress bar with four stages: 1. Basic Details, 2. Education Requirements, 3. Cluster Criteria, and 4. Admission Requirement (highlighted in green). The main content area is titled 'Admission Requirement' and contains four dropdown menus: 'Select Group IV Subject', 'Group IV Subject Grade', 'Select Group V Subject', and 'Group V Subject'. Below these is a file upload section for 'Higher Diploma/Diploma/Certificate' with a 'Choose File' button and 'No file chosen' text. A 'PAY FEES' button is on the right. At the bottom, a 'NEXT →' button is highlighted with a red box.

Once done with **Stage 4: Admission Requirement**, proceed to click on **submit** button to be prompted to preview your application and/or submit proof of payment/make payment then click on **submit application** button.


KAIMOSI FRIENDS UNIVERSITY.

[Home](#)
[Programmes](#)
[Hostels](#)
[Gallery](#)


Hello, Test

[APPLY NOW](#)

Next of Kin Phone Number

Do you have any form of Disability?

Please Select

If yes, indicate the nature of disability



[SUBMIT](#)


Admission Letters for KUCCPS Students

[CLICK HERE TO DOWNLOAD](#)



79°F
4:56 PM


KAIMOSI FRIENDS UNIVERSITY.

[Home](#)
[Programmes](#)
[Hostels](#)
[Gallery](#)


Hello, Test

[APPLY NOW](#)

ID/Passport Document	Preview Uploaded Document
Next of Kin Name	
Relationship	
Next of Kin Phone Number	
Do you have any form of Disability?	
If yes, indicate the nature of disability	



☒ I hereby declare that the information provided is correct to the best of my knowledge. I further accept the [Terms & Conditions](#)

[← BACK](#)
[PAY & SUBMIT APPLICATION](#)


Admission Letters for KUCCPS Students

[CLICK HERE TO DOWNLOAD](#)



After clicking **submit application** button you will be prompted to update your profile as shown below. Please correctly update your profile then click on **save changes** button.

The screenshot shows a web form with the following elements:

- A large empty text area at the top.
- Language ***: A dropdown menu with the text "Please Select" and a downward arrow.
- Passport Photo**: A file upload area with the text "No file chosen".
- Disability Types**: A dropdown menu with the text "None" and a downward arrow.
- Special Needs**: A large text area with the placeholder text "Special Needs".
- SAVE CHANGES**: A black button with white text, highlighted by a red rectangular border.
- PAY FEE**: A pink button with a white icon and text, located on the right side.
- A bottom bar containing four small icons: a globe, a pencil, a Swiss flag, and a person icon.

Upon Saving Changes, an **Email** or **SMS** notification will be sent to you with your **application submission message** then you will be automatically redirected to your **JIUNGE** portal to be able to view your programme/course application as shown below. Please ensure you check your inboxes for any message delivered by the institution.

The screenshot displays the KAIMOSI FRIENDS UNIVERSITY portal. At the top, the university logo and name are on the left, followed by a 'SWITCH INSTITUTION' button. Navigation links for 'Home', 'Intakes', 'Programmes', and 'Hostels' are in the center, and an 'APPLY NOW' button and user greeting 'Hello, Test App' are on the right. The main header area shows a user profile with a blue circle icon, the text 'Good Evening, Test App', and the ID 'JRN:STD647236'. A green progress bar indicates '87% Profile Completed', with a '100%' goal icon and a 'COMPLETE PROFILE ->' button. A 'PAY FEE' button is on the right. The left sidebar contains icons for home, applications, documents, and settings, with the 'Applications' icon highlighted by a red box. The main content area is titled 'My Applications' (also highlighted by a red box) and shows a 'Programme Application' card for 'BACHELOR OF EDUCATION (FRENCH)' at 'KAIMOSI FRIENDS UNIVERSITY. / Main'.

Step B: Application Documents Access

- i. To **View Your Applications**, navigate to **My Applications** on the **JIUNGE portal** to see all (recent&previous) programme/course applications made on the platform (Both Short Courses and Regular Programmes) as shown below.

This screenshot is identical to the one above, showing the KAIMOSI FRIENDS UNIVERSITY portal. It highlights the 'My Applications' section in the main content area, which displays a 'Programme Application' for 'BACHELOR OF EDUCATION (FRENCH)' at 'KAIMOSI FRIENDS UNIVERSITY. / Main'. The user profile at the top shows 'Good Evening, Test App' with ID 'JRN:STD647236' and an '87% Profile Completed' status. The left sidebar shows the 'Applications' icon highlighted with a red box.

- ii. To **View Your Application Documents**, navigate to **My Documents** to see all programme/course documents as shown below.

The screenshot displays the user interface of the KAIMOSI FRIENDS UNIVERSITY portal. At the top, the university's logo and name are on the left, followed by a 'SWITCH INSTITUTION' button. The navigation menu includes 'Home', 'Intakes', 'Programmes', 'Hostels', an 'APPLY NOW' button, and a user profile section with the text 'Hello, Test App'. The main header area shows a greeting 'Good Evening, Test App', the user ID 'JRN:STD647236', and a progress bar indicating '87% Profile Completed' with a 'COMPLETE PROFILE' button. A 'PAY FEE' button is also visible. The 'My Documents' section is highlighted with a red box, and it features tabs for 'Institution' and 'Hostel'. Below these tabs, a table header is visible with columns for 'Document', 'Date of', and 'Uploaded'. A sidebar on the left contains several icons, with the document icon highlighted by a red box.

- iii. For any other navigation on the **JIUNGE portal**, below is a **Menu List** on where to visit.



KAIMOSI
FRIENDS
UNIVERSITY.



SWITCH INSTITUTION ×

[Home](#) [Intakes](#) [Programmes](#) [Hostels](#)

APPLY NOW



Hello, Test App ▾

COMPLETE PROFILE →



87%

Profile Completed



MY PROFILE



MY APPLICATIONS



PAYMENT HISTORY



MY DOCUMENTS



PAY FEE

