STUDENTS' ACCOMMODATION POLICY

Version: Rev. 00

Short description: Students' Accommodation Policy

Relevant to: Kerio Valley University College, Students and Staff

Approved by: University Council

Responsible Officer: Deputy Principal Academic & Students' Affairs

Responsible office: Head of Hostels Department

Date introduced:

Related University Documents: University Charter, Statutes, Rules and Regulations Governing the Conduct and Discipline of Students of KVUC, Wardens Manual and other relevant policies.

Related Legislation: Universities Act, 2012

Key words: Accommodation

APPROVAL

The Kerio Valley University College having been awarded its Charter on 18th June 2026 set itself on a growth path guided by its vision of "To be a university of excellence in knowledge generation, innovation and environmental sustainability for socio-economic transformation". At its foundation, the University is being guided by the University of Eldoret 2024 to 2029 strategic plan.

The University embarked on the development of its policies which have guided decisions of different organs of the University aimed at achieving rational outcomes geared towards the growth of the University. This Student's Accommodation Policy is one of the policies that the University has developed to guide the Students' Affairs Section in handing the accommodation needs of students at the University.

My special thanks go to all those who put in their time, effort and skills to develop this Policy.

By virtue of the authority vested in me as the Chairman of Council of the Kerio Valley University College, I hereby sign this Students' Counselling Policy.

CHAIRMAN OF COUNCIL

FOREWORD

As a strategy of improving access to higher education, the Government of Kenya adopted the strategy of delinking bed space to admissions. This is meant to ensure that no-one who qualifies for studies in local Universities is denied the chance on account of inadequate accommodation facilities. Government financial support for capital projects or infrastructure has also focused on development of teaching facilities as a matter of priority. Consequently, development of other amenities such as hostels has not received much attention. Following the student enrollment in the University adequate bed space will be required.

It is against this background therefore that a students' Accommodation Policy has been developed in order to provide a framework or guidelines of providing or allocating the limited beds pace to students in the University. The policy outlines prioritization with regard to provision of the facilities. It also guides on the provision of facilities and utilities and sets minimum standards as well as expected responsibilities of the students. The policy provides for a link with private entrepreneurs who come in handy in providing housing/accommodation to the majority of our students who reside outside campus in order to ensure security and observance of acceptable standards and practices. This will ensure that our students do not become vulnerable and yet remain secure as far as accommodation is concerned.

Prof. Paul K. Tarus

Ph.D, M.Sc, B.Ed (Kenyatta)

PRINCIPAL

PREAMBLE

This policy document sets out the general guidelines on the management and use of accommodation facilities at the Kerio Valley University College. Cognizant of the government policy of delinking admission from bed space, and the consequent shortfall in the facilities, the policy outlines how to prioritize access to accommodation. The policy also provides a framework for the efficient management of these limited resources/facilities with regard to utilities, sanitation, fees payable, emergency preparedness as well as cohesion and integration of students while residing in the hostels. The policy provisions are in compliance with the relevant University Statutes (2013) as well as the Rules and Regulation Governing in Conduct and the Discipline of the students' of the Kerio Valley University College.

PURPOSE

The purpose of this policy is to outline on the eligibility for bona fide students for accommodation in the University Hostels. Since the award of Charter on 18th June 2026 the Kerio Valley University College will be expecting a steady growth in the students' enrollment, which has not been matched with commensurate development of accommodation facilities. Meanwhile in its endeavor to ensure access to higher education for as many Kenyans as possible, the Government has adopted a policy of delinking admission to bed space. Consequently, the available accommodation facilities and bed spaces fall far short of the number of student enrolled. The purpose of this policy is therefore to provide guidelines on prioritizing allocation of available accommodation facilities in view of the growing number of students. The policy also provides a general framework for the management of students in the hostels on matters of discipline as well as in the provision of essential services as well as wardenship arrangements.

POLICY STATEMENT

The Kerio Valley University College Accommodation Policy provides for a proficient and standardized accommodation to all University students.

SCOPE

This policy shall confine itself to the delivery of students' accommodation to bona fide students of Kerio Valley University College as outlined in this Policy and relevant Rules and Regulations Governing the Conduct and Discipline of Students.

DEFINITION OF TERMS

Hostel: Is a residential premise for students in the University.

Undergraduate Students: Students pursuing their first degree.

International students: Are students who are not Kenya nationals.

Students with special needs: Are students whose unique circumstances require special consideration with regard to accommodation requirements.

Post graduate students: Are students pursuing higher studies after Undergraduate level.

Students' Council: Is a team of students elected to represent the students' body.

Private Hostels: Are hostels owned and managed by private Individuals/groups in the neighborhood of the University.

ABBREVIATIONS/ACRONYMS

KVUC: Kerio Valley University College

HO: Hostels Officer

SC: Students' Council

DoS: Dean of Students

CUE: Commission for University Education

BACKGROUND

The Kerio Valley University College is one of the public universities in Kenya. Upon the award of Charter by the President on 18th June 2026, the University College was renamed Kerio Valley University College. This document sets out the policy of the University in relation to student accommodation procedures to be followed. It sets the parameters for occupancy and use of University accommodation facilities.

1.0 VISION, MISSION AND CORE VALUES

1.1 Vision

To be a university of excellence in knowledge generation, innovation and environmental sustainability for socio-economic transformation

1.2 Mission

To provide quality education, training and research in Education, Science, Agriculture, Arts and Technology and inculcate holistic values for societal development

1.3 Core Values

The university college's core values are:

a) Customer focus

b) Professionalism

c) Innovation

d) Integrity

e) Inclusiveness

f) Accountability

2.0 POLICY GOALS/OBJECTIVES

2.1 To provide general guidelines for accommodation service for the students of the Kerio Valley University College.

2.2 To provide a framework for prioritizing students to be accommodated in view of the limited bed spaces available.

2.3 To facilitate efficient service delivery and quality with regard to accommodation in the University Hostels.

3 POLICY

3.1.0 General Policy Guidelines

3.1.1 This policy shall be in compliance with the provisions of the Universities Act (2012), the Commission of University Education (CUE) Standards and Guidelines (2014), the Public Health Act Cap 242, Education Act Cap 211, Building Code of Kenya 1968 and Occupational Health & Safety Act (2007).

3.1.2 The Rules and Regulations Governing Students' conduct in the Halls of residence and Rules and Regulations Governing the Conduct and the Discipline of the Students of Kerio Valley University College shall apply.

3.2.0 Those investors who offer accommodation services shall be responsible for their management. However, University management will offer assistance especially in consultancy services where and when requested.

3.3.0 Use of University Facilities and Services

3.3.1 The University Management shall inculcate the spirit of proper use of Communal facilities, such as washing areas, toilets and other University facilities.

3.3.2 Students shall observe tolerance and learn to co-exist and share rooms, electrical appliances and other utilities equitably without discrimination.

3.4.0 Provision of Utilities

3.4.1 The Kerio Valley University College will incorporate in its Strategic Plan initiatives to develop adequate ultra-modern hostel facilities within its campus(es) through the Public-Private Partnership Programme (PPP)

3.4.2 The University shall to provide adequate water storage facilities and rain water harvesting.

3.4.3 The University shall provide study utilities like tables, chairs, wardrobes in the hostel rooms.

3.4.4 The University shall to provide indoor and outdoor recreational facilities in halls of residence.

3.4.5 The University shall to provide adequate staff for Hostels Department to facilitate efficient services provision to students.

3.5.0 Sanitation

3.5.1 Students shall be inducted on proper use of sanitation facilities during orientation and whenever need arises.

3.5.2 The hostel officer shall issue notices on proper use of facilities when and where necessary.

3.5.3 Students shall ensure their rooms are in order: well maintained, cleaned and all electrical appliances and fittings remain the way they found them. Any tampering/damages caused will be paid for by the concerned student/s as the rules and regulations apply.

3.6.0 Eligibility for Accommodation in the University Halls of Residence

3.6.1 Any bona-fide student of KVUC is eligible for accommodation in the University Halls of residence. However, due to inadequate accommodation space within the University, preference shall be given to students with special needs and first year government sponsored students (GSSP) on condition that the required amount of tuition and accommodation fees has been fully paid.

3.6.2 Elected members of the Students' Council who are interested in being accommodated in the University Hostels will also be given priority.

3.6.3 Any extra spaces shall be allocated to the remaining Government Sponsored Students on first come first served basis provided that the required amount of fees has been paid and the student has no disciplinary issues.

3.7.0 Undergraduate Students

3.7.1 Accommodation facilities for undergraduate students enrolled at KVUC are limited. The University neither guarantees accommodation to any student nor is it obliged to provide the same to undergraduate students except for those mentioned in 3.6.0 above. However, when funds become available the University will have capacity to increase hostel facilities for students within the University.

3.7.2 Undergraduate students shall be allocated rooms through the applicable operational automated system at the beginning of each academic year and on clearance of the required tuition fees. They will also be required to sign an Accommodation Agreement/ Contract and fill an inventory form.

3.8.0 International Students

International students may be offered University Accommodation in specially designated areas for the duration of their course provided that they remain fully registered as Kerio Valley University College students. They will be required to submit applications for accommodation to the Office of the Dean of Students for consideration.

3.9.0 Postgraduate Students

The University does not guarantee accommodation and, is not obliged to provide the same to postgraduate students. Therefore, postgraduate students are advised to arrange for their own accommodation.

3.10.0 Special Cases

Special cases shall be evaluated by a set up committee. The University recognizes the following categories of students as Special Cases to be considered for accommodation:

i. Persons with Disability(PWD);

ii. Medical cases;

iii. Vulnerable cases;

iv. International Students; and

v. Members of Students Council.

3.10.1 On admission, special case students will register at the Dean of Student Office

3.10.2 They shall write applications for accommodation to the Dean of Students.

3.10.3 A warden's committee which should compose of the warden's chairperson, two staff from Dean of Students office, one staff from Hostels Department and two representatives from the SC, will vet the applications for suitability.

3.10.4 Successful applicants shall be listed and recommendations for appropriate accommodation shall be made depending on the nature of the student's needs and forwarded to DoS for approval.

3.10.5 The approved list is submitted to the Hostels Officer (HO) for allocation of accommodation.

3.11.0 Pregnant/Nursing student mothers

3.11.1 The University does not provide accommodation to students who are expectant/ pregnant or are nursing babies. Such students are advised to seek alternative accommodation outside the University.

4 ACCOMMODATION FEES

4.1 Students from other East Africa countries shall be accommodated at rates similar to Kenyan students. Non East African students, however, shall pay rates at twenty percent (20%) higher than the prescribed rates.

4.2 Wardens Committee shall review accommodation Fee Rates every three years and make recommendations to the University Management Board for consideration.

5.0 SECURITY AND EMERGENCY PREPAREDNESS

5.1 The University shall endeavor to ensure that there shall always be an emergency vehicle and security assigned to Students' Welfare for use during emergency responses.

5.2 There shall be operational extension telephone lines linking Halls of Residence with other sections of the University for effective communication.

5.3 Wardens, janitors and Hostels Officer will be provided with airtime to facilitate communication with other sections of the University on crucial issues affecting the welfare of students.

5.4 The University shall organize for students' annual emergency drills such as fire drills, terrorist attach drills and others

6 RULES AND REGULATIONS

6.1 All resident students shall sign the accommodation contract and comply with the Rules and Regulations Governing the Conduct and Discipline of Students in Halls of residence, failure to which they will be evicted from the rooms and/or be arraigned before the Students' Disciplinary Committee.

6.2 The Hostels Officer shall institute a small committee composing of a senior house keeper, head janitor, one staff from the DoS office, warden and a member of the SC to deal with day-to-day issues that arise within the hostels for example cases of disrespect, noise, dressing, indecency, sharing of facilities and other violation of rules and regulations governing their conduct in the Hostels.

6.3 Any cases that cannot be managed by the committee, the HO shall forward to the DoS for further disciplinary measures by the Students' Disciplinary Committee.

6.4 The University shall provide security to all student residing in their halls of residence. However, each student shall be responsible for their own security and that of their property.

7 NON - RESIDENT STUDENTS

7.1 The office of the Dean of students shall liaise with private hostel owners to facilitate provision of standard accommodation facilities within the neighborhood of the University

7.2 A Hostel Accreditation Committee of the University shall accredit private hostels that meet minimum standards and compile a list of such hostels from time to time.

7.3 The list of accredited private hostels with contact details shall be availed in the office of the Dean of Students and Hostels Officer for ease of reach by non-resident/continuing students.

7.4 Accredited private hostel owners will be allowed to set up desks in the University during opening and registration of students.

7.5 The Dean of students shall provide awareness information to non-resident students on the dangers of staying in unaccredited hostel facilities to facilitate informed choices.

8.1 COHESION AND INTEGRATION OF STUDENTS IN THE HALLS OF RESIDENCE.

8.2 Students shall be encouraged by wardens and other University staff members to engage in activities that promote national cohesion and integration for examples inter-hostels Sports and Games.

8.3 The room allocation process shall endeavor to promote national cohesion and diversity by putting students from different cultural backgrounds together to provide an opportunity for a greater understanding and appreciation of unity in diversity.

9 APPOINTMENT OF WARDENS

The University will appoint wardens for each hostel according to CUE guidelines, who will among other duties offer parental guidance and mentorship services to students under their care.

10 IMPLEMENTATION

This policy shall be implemented in accordance with relevant legislation, alongside other policies of the University.

11 EFFECTIVE DATE

This policy shall be effective from the date of approval by the University Council.

12 REVIEW

This policy shall be reviewed after a duration of the life-cycle of the longest academic programme, which for the time being, is five (5) years.

13 APPENDIX 1: HOSTEL ACCREDITATION COMMITTEE

Membership of the Hostel Accreditation Committee

1. Chairperson, Wardens Committee - Chair
2. Dean of Students - Member
3. University Estates Officer - Member
4. University Public Health Officer - Member
5. University Security Officer - Member
6. Vice Chairperson Student Council - Member
7. Hostels Officer - Secretary

APPENDIX 2: RISK MATRIX FOR STUDENTS' ACCOMMODATION

S/NO	RISK EVENT	RISK FACTORS (CAUSES)	RISK EFFECTS	IMPACT	VULNERABILITY	IV	MITIGATION MEASURES	KEY PERFORMANCE INDICATOR	RESPONSIBILITY	TIMEFRAME
1.	Inadequate accommodation facilities	Increased student enrollment	Loss of prospective students to other institutions	2	3	6	Increase accommodation facilities	Number of students accommodated	DVC (AF)	Annual
2.	Vandalism/ theft and destruction of University/individual property	Students' indiscipline	High maintenance cost	2	3	6	Increase security surveillance	Maintenance costs	DVC (AF), DVC(ASA)	Annual
3.	Collapse of building	Dilapidated buildings	Injury to students	4	3	12	Continuous renovation of halls of residence	Improved/ repaired hostels	DVC (AF), Hostel Officer	Continuous