

KAGUMO TEACHERS' TRAINING COLLEGE

ADMISSION FORM

REF: KAG/REG/VOL1/01

N.B. FILL IN BLOCK LETTERS

Attach Passport
photograph

National I/D No.

Adm. No.

Date of Admission

I. PERSONAL DETAILS

a) Name (as in KCSE Certificates).....

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b) Sex: Male ☐ (Tick)

 Female ☐

c) Date of birth Age next birthday.....

d) Place of birth (County).....

e) Religious Faith (Christian/Muslim etc.).....

f) Marital Status: Single ☐ Married ☐ Other specify

g) Number of children..... Ages.....

h) Name of spouse (if married).....

Occupation..... Address.....

.....

i) Name of custodian for your children while you are away.

.....

Relationship to you.....

II. FAMILY BACKGROUND

a) Name of Father/Guardian:

Occupation:Phone No.

b) Mother's Name:

Occupation:Phone No.....

c) Number of children in the family:

Ages:

d) Your position in the family (i.e. 1st, 2nd, 3rd etc).....

III. STUDENTS' POSTAL AND RESIDENTIAL ADDRESS:

a) Postal address: (as fully as possible)

.....

Phone No. (i)(ii)

E-mail address

b) Residential Address:

Estate/Village

Sub-Location..... Location.....

Sub-County.....

Constituency.....County.....

IV. NEXT OF KIN

Persons to be contacted in case of emergency

ALTERNATIVE	A	B
i) Name		
ii) Phone No.		
iii) Postal Address		
iv) Relationship		

V. ACADEMIC RECORD

a) Schools attended

PRIMARY	DISTRICT	FROM	TO

b)

SECONDARY	DISTRICT	FROM	TO

c)

OTHER INSTITUTIONS	DISTRICT	FROM	TO

d) Results K.C.S.E. Level Year..... Index No.....

SUBJECTS

GRADE

1)	
2)	
3)	
4)	
5)	
6)	
7)	
8)	
9)	
10)	
11)	

Aggregate.....

e) Subject Combination invited for.....

VI. SPECIAL SKILLS

a) Indicate the areas in sports (games/athletics) in which you excelled in your former institution.

i. Games (e.g. Soccer, Volleyball, Netball, Handball, Rugby, Hockey, Basketball etc and the highest level reached.)

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.....
.....

ii. Athletics (both track and field events).

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.....

b) Indicate any specialized training/experience you may have undergone e.g. computer packages, carpentry etc and the level of training.

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.....

VII. EMPLOYMENT (if any)

a)

Name of employer	Nature of duties	Duration	
		From	To

b) **PROFESSIONAL QUALIFICATIONS/ UNIVERSITY ATTENDED** (if any)

.....

Course Done.....

I declare that the information given is true to the best of my knowledge and accept any responsibility for any inaccuracies therein.

.....
Candidate's signature

.....
Date

(Witness by a College Official)

.....
Name

.....
Signature

CHECK LIST (For official use only)

1. General

- c) Letter of invitation Serial No.....
- d) Personal details form correctly filled (section I to VIII).....
- e) Class/Subject Combination.....

f) Original Documents

- i) KCSE Cert. No..... Index No..... Year
- ii) Original National ID No
- iii) Original Birth Certificate Entry No

g) Photocopies (verify filed copies with originals)

- i) KCSE Certificate (*One copy*)
- ii) Leaving Certificate (*One copy*)
- iii) National Identity Card (*One copy*)
- iv) Birth Certificates (*One copy*)
- h) Passport Size Photographs (two)

Remarks.....

Name..... Signature..... Date.....

Officer In-charge

2. Subject requirements & Examination materials

Two Reams **STRICTLY** A4 (80 gsm) JK Photocopy Papers

Remarks.....

Any relevant Subject book

Name..... Signature

Officer In-charge

3. Capturing of Student's Data in the College ERP

Admission number.....

Remarks.....

Name..... Signature..... Date.....

Officer In-charge

4. Fees payment

Fees paid KSh..... Receipt No.....

Remarks.....

Name..... Sign

Officer In-charge

5. Medical Certificate

Comment.....

.....
Name..... Signature..... Date and Stamp.....

Officer In-charge

6. Issue of Meal Card

Admission number.....

Remarks.....

Name..... Signature..... Date and Stamp.....

Officer In-charge

7. Allocation of Accommodation (House Keeping)

Men

Women

Hall.....Block..... Room.....

Name.....Sign..... Date.....

Officer In-charge

VIII. COMPLIANCE

I declare that I have read, understood, and accepted the **Code of Regulations, Academic Policy, Artificial Intelligence (AI) Policy, ICT Policy, Human Rights and Discipline Policy** and all **Rules and Regulations** of Kagumo Teachers' Training College. I undertake to abide by and uphold these policies and regulations throughout my period of study at the College.

I further declare that all the information and documents I have submitted to the College and the Ministry of Education officials are true, genuine, complete, and accurate. I understand that providing false or misleading information, or failing to comply with the College's policies and regulations, may result in disciplinary action and/or termination of the training course in accordance with the College's established procedures.

Note: *The College reserves the right to photograph or record trainees during the training programme. Such photographs, videos, or other recordings may be used for official College purposes, including publication on the College's website, social media platforms, brochures, newsletters, and other promotional or advertising materials.*

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Signature of Candidate

.....
Date

Witness's Name..... Signature..... Date.....
College Official

NOTE: Upon successful completion of the admission process, submit your duly completed NEMIS Form and Admission File to the REGISTRAR'S OFFICE