

How do you intend to finance your studies?

Personal Savings Company Sponsorship

Contacts (Tel/Mobile) _____

Have you previously registered with KCA?

Yes No

If yes, give your KCA Reg. Number

Education (please list last colleges or universities attended)

Name (College/University)	Period attended		Course/Education (Level attained e.g. certificate, diploma, degree,)	Grade/Award
	From	To		
a).				
b).				
c).				
d).				
e).				

Current Employer Details

Company Name	Position (Title)	Work Experience (Duration)	Address
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Relatives who have attended KCAU (if any)

Name Relationship Mobile No.

Name Relationship Mobile No.

How did you learn about KCA – Tick one

- College Guide Newspaper TV Radio KCAU Website
 Exhibition Parent Relative Friend School Teacher
 KCAU Student KCAU faculty Mailing College/High School Fair KCAU alumnus/alumni
 Other (specify)

All forms **MUST** be **SIGNED** before returning them to the Graduate School. **ORIGINALS and CERTIFIED COPIES** of the following documents must be attached;

1. National ID /Birth Certificate
2. Academic Certificate and Transcripts
3. Current Detailed CV
4. Recommendation letters from;
 - i) Employer (if sponsored)
 - ii) Academic Advisor e.g. Dean of Faculty/School, Lecturer or Head of Department
5. Two pages concept paper (Times New Roman, Size 12, single spacing)

NB: Copies should be certified by a commissioner for oaths, or member of the clergy or the registrar of the institution where degree or diploma was obtained.

In **addition**, applicants should bring;

6. Two colour passport-size photographs

Application fees (Kshs **5000**) can be deposited in **one** of the following KCAU bank accounts:

<u>Bank Code</u>	<u>Account No.</u>	<u>Bank Name</u>
- 002	010 200 117 1100	Standard Chartered Bank-Ruaraka,
- 073	135 217 8	Barclays Bank – Westlands,
- 075	176 631 9	Barclays Bank –Moi Avenue,
- 007	107 654 003	Commercial Bank of Africa – Wabera Street

ORIGINAL DEPOSIT SLIP must be attached to the application form when forwarding to the Graduate School.

ATTESTATION

I hereby certify that the information given in this application is correct and complete to the best of my knowledge, and hereby give my permission to the Graduate School to obtain any verification deemed necessary to process my application. I further certify that attached are true copies of my official transcripts as requested, and that the copies become the property of the university. I include with this application form the official payment receipt /Bank deposit slip for the application fee and copies of other documents as stated in the application requirements.

Signature. Date.....

Thank you for choosing to study with us!

FOR OFFICIAL USE

Certified & Processed

Officer.....

Sign.....

Date

FOR OFFICIAL USE ONLY

a) Recommendation by the Dean of Faculty / School

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Name of Dean of Faculty / School

Faculty / School:

Signature:

Date:

b) Recommendation by the Dean, School of Graduate Studies and Research

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Signature:

Date: