



Bursary Application Form

College and University

Name of student

Date of collection

.....

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GUIDELINES FOR THE APPLICANTS

1. This application form is issued by the Rangwe NG-CDF Office. It is meant for students IN/JOINING; (1) public Universities (in the regular and parallel programs and (2) other post- secondary public colleges) e.g. colleges of science and technology as well as Teachers Training Colleges.
2. All applicants **MUST** provide the details required. Incomplete application forms will not be processed, for example, where documentary evidence is required but not provided. The information provided must be correct and any student or person filling this form who knowingly makes false statements orally or in writing is liable of prosecution.
3. Please note that all information provided will be cross - checked (by the NG-CDF Secretariat) with other relevant information from the relevant official / public sources: The NG-CDF office will ensure that only deserving cases will be assisted.

Fill in the required information in the spaces provided:

Total Fees (Annual):..... Paid / Able to Raise:..... Balance:.....

FOR OFFICIAL USE ONLY: Received by:.....

Signature:..... Date:.....

PART A: PERSONAL DETAILS OF STUDENTS

1. Name of students:.....Reg/Adm No.....
2. ID. No. (Where Applicable).....
3. Permanent home address.....
4. Sex: Male Female
5. Marital Status: Married Single
6. Date of Birth (DD/MM/YYYY)
7. Place of birth (or Residence):
 DISTRICT: _____ DIVISION: _____
 WARD: _____ LOCATION: _____
 SUB-LOCATION: _____ VILLAGE/ESTATE/UNIT: _____
 PARENT / GUARDIAN: _____
 ID. NO. _____
 VOTERS CARD (Student/Parent/Guardian) _____

CONTACT: (Mobile) Self/Parent's/Guardian's) _____

PART B: PERSONAL DETAILS OF THE FATHER / MOTHER / GUARDIAN

This section should also apply to applicants who are under the care of guardian

8. Are both parents alive? A. Yes B. No (if one or both parents are deceased, attach death certificate(s))
9. Who takes care of your school fees? A. Father B. Mother C. Guardian
10. Name of Father / Guardian: _____ Occupation: _____
11. Name of Mother: _____ Occupation: _____
12. Permanent Address of Parents / Guardian: _____

PART C: FAMILY TYPES AND SIZE

13. Describe the type of your family: (1) Parents living together (2) Parents have separated (3) Parents have divorced (4) I am a child of single parent (5) Other (Specify) _____
14. How big is your family? (1) No. of brothers _____ (2) No. of sisters _____

PART D: INFORMATION ABOUT YOUR SCHOOL / COLLEGE / UNIVERSITY

15. Name of your University / College: _____
16. Full address of your College / University _____ Tel. _____
17. Current class/year of study: _____ (attach your result slip / transcripts / report form or any other document to confirm your student status).
18. Total fee for the year: Kshs. _____ (Attach a fee statement showing the total fee due for the year).
19. Total outstanding (current) fee balance: Kshs. _____ (Attach supporting statement from the school duly signed and stamped by the school authority (Registrar / Bursar)).
20. Have you ever applied for bursary before? Yes No..... (Tick one)
21. Have you ever benefited before? Yes No..... (Tick one). If Yes in 21, indicate the year(s) and amount allocated Year..... Amount
- Year..... Amount Year..... Amount

PART E: APPLICANT'S SIBLINGS IN SCHOOLS AND OTHER INSTITUTIONS

Names	Relationship	School / Institution	Year or Class	Total Fees	Outstanding balance

GRAND TOTAL					

PART F: INFORMATION ABOUT FAMILY FINANCIAL STATUS:

- Gross income in the last 12 months (Kes).
Gross income (*This means income from salaries, business, farming or any other income generating activity*)

GROSS INCOME	Father	Mother	Husband	Wife	Guardian / Sponsor

PART G: RECOMMENDATION:

- Area Chief / Assistant Chief / Religious Leader** - Comment on the student / family / parent(s) status: _____

Assessment of applicant: 1. Very Needy 2. Needy 3. Not Needy

I declare that I know the contents of this application form and hereby confirm that the information herein is true to the best of my knowledge.

_____ Name

_____ Signature

_____ Date / Official Stamp

PART H: DECLARATIONS

- Applicant's declaration:** *I declare that the information given herein is true to the best of my knowledge and I am willing and available to verify it if need be.*

Applicant's full names: _____

Adm / Reg No.: _____ ID. NO.: _____

Date: _____ Signature: _____

2. **Parent / Guardian Declaration:** *I declare that I have read this form / this form has been read to me and I hereby confirm that the information given is true to the best of my knowledge.*

Name Signature Date

PART I: FOR OFFICIAL USE

BY THE BURSARY COMMITTEE

Recommended / not recommended for bursary

Comments: _____

Bursary award: Kshs. _____ Score

Chairman:

Name Sign Date

Secretary:

Name Sign Date

Committee Member:

Name Sign Date