

NOTES:

1. This form should be completed and returned to the Admissions Office **Private Bag -20157 Kabarak**, or Nairobi office at Trans-National Plaza 3rd floor along City Hall Way, or Nakuru Town Campus at Giddo Plaza along the Nakuru/ Kisumu Highway, not later than
2. It should be completed in Block letters
3. The applicant is required to fill all the relevant sections of this form.
4. Attach a copy of your KCSE certificate/result slip, school leaving certificate and any other relevant Certificates and transcripts.
5. Attach a copy of National Identity card , Passport or Birth Certificate
6. Successful applicants shall be required to complete a medical form.
7. Attach a Bankers cheque or money order of Kshs. 1,000 application fee (For Kenyan Citizens) or US \$ 15 (for all others).The fee is non-refundable and is not dependant on your decision to withdraw an application. **Please do not send cash.** Make your Bankers Cheque or Money order payable to **KABARAK UNIVERSITY** and enclose it in the mailing envelope.
8. All information given shall be treated with strict confidentiality and will not in any way prejudice an applicant's chance of Admission.

SECTION A

PERSONAL INFORMATION

1. Name
Surname other names in full
2. Date of birth Gender: Female Male
3. Nationality ID/Passport No/.....
4. (a) Marital Status : Married Single
(b) If married, Spouse's name:
(c) Number of children and ages:
5. (a) Contact Address
Telephone No: Email:
(b) Permanent/Home address (If different from 5 (a):
6. Father's Name: Alive Deceased
Telephone Number National ID Number:.....
Occupation.....
b) Mother's Name:..... Alive Deceased
Telephone Number National ID Number:.....
Occupation:
c) Guardian's/Sponsor's Name (If applicable):
Contact Address
Telephone No: National ID. Number.....

7. Person responsible for paying your fees: Self Parent Guardians
8. Names and addresses of **two** other people who can be contacted in an emergency:
 a) Name.....Tel. Number..... Relationship.....
 b) Name.....Tel. Number..... Relationship.....
9. Place of permanent Residence: (Fill as applicable i.e. Urban/Rural)
 Town/Location..... Estate/Village.....
 Street/Road..... House Number:.....
 Constituency District.....
10. If you have any academic records under another name, please indicate.
/
 Former Last Name Former First Name

Note: The information given in numbers 11 – 16 below does not in any way prejudice your application

11. Do you have any health problems? Yes No If yes, specify
12. Do you have any physical disability that may require special attention? Yes No
 If yes, specify
13. Do you drink alcohol, smoke cigarettes or take any kind of drugs? Yes No
 If yes, specify
14. Have you ever gone through a counseling session? Yes No
 If yes, specify
15. Have you ever been convicted of a crime? Yes No
16. Did you undergo any disciplinary action in high school? Yes No
 If yes, specify.....

SECTION B: RELIGIOUS INFORMATION

17. a) Religious Affiliation: Christian Muslim Hindu Other.....
- b) If Christian, denomination: Catholic Protestant Other.....
- c) Name and Address of the Church you attend.....
- d) Name and Address of your Pastor
- e) Are you born again? Yes No

Kabarak University does not discriminate on the basis of faith, gender, disability or race BUT being a Christian Institution, we require every student to attend church services and adhere to our Moral Code and the Rules and Regulations governing the student’s conduct at the University.

SECTION C: ACADEMIC BACKGROUND

18. (a) Primary and Secondary school (s) attended and qualifications obtained.

School Attended:

Primary	From (year)	To (year)	Qualifications Obtained
.....
.....
.....

Secondary

.....
.....

(b) Courses taken in tertiary institutions (give classifications of the awards e.g. Distinction, Credit etc.)

Institution Attended	From (year)	To (year)	Qualifications Obtained
.....
.....
.....

(c) State any other academic / professional qualifications or experience

.....

.....

d) Teaching Experience (*For Bachelor of Education - School Based applicants only*)

Institution	From (year)	To (year)	Subject (s) Taught
.....
.....
.....
.....
.....
.....

(e) Extra-curricular interests: I participated in the following activities in High School /College: (tick as appropriate).

- | | | | | |
|--|----------------------------------|-------------------------------------|---|-----------------------------------|
| <input type="checkbox"/> Debate | <input type="checkbox"/> Drama | <input type="checkbox"/> Choir | <input type="checkbox"/> Athletics | <input type="checkbox"/> Football |
| <input type="checkbox"/> Basketball | <input type="checkbox"/> Netball | <input type="checkbox"/> Handball | <input type="checkbox"/> Rugby | <input type="checkbox"/> Music |
| <input type="checkbox"/> Christian Union | <input type="checkbox"/> Scout | <input type="checkbox"/> Girl Guide | <input type="checkbox"/> Other (Please specify below) | |
-

SECTION D

ENROLMENT INFORMATION

19 a) Your enrolment status: New (first time at the University) Transfer If transfer, name and address of previous institution

b) Your housing requirements Student Hostel: Off-Campus

c) If your application is successful, explain how you plan to finance your studies at Kabarak University. Include all sources of funding.....
.....

NOTE: Students are strongly advised to ensure that they have adequate funds to cover full time studies at any time, at the university.

20. How did you get to know about Kabarak University (Please tick appropriately)

- Advertisement in (Please name the Newspaper /Magazine)
- Radio/TV (Please name station/s)
- Recommendation from: (Please indicate whether student, staff, friend etc).....
- Exhibition/Show: Event
- Place..... Date.....
- Other.....

SECTION E: PERSONAL REFERENCES

Please provide the following information on persons you have contacted for Confidential Recommendation:

21. a) **Name of Church Pastor /Priest/ Religious Leader**.....

Title/Position:.....

Address:.....

Telephone..... E-mail.....

b) Name of Head Teacher/Principal of former High School/College

Title/Position:.....

Address:.....

Telephone..... E-mail.....

c) Other e.g. Employer, community leader, your former teacher (Please specify relation).....

Name of contact Person.....

Address:.....

Telephone..... E-mail.....

NOTE: Please forward the Reference forms attached to the three Referees you have identified. It is important to do so immediately as we cannot complete processing your application until ALL your reference forms are received at the University

SECTION G

AGREEMENT

The candidate and his/her legal guardian must read and sign the statements below before the Admissions Committee can consider this application

The undersigned agree that:

- (a) Kabarak University may make such investigation and obtain such information as it may deem proper in connection with the application, and may treat as confidential all information submitted herein or which may otherwise be received by the University from Referees or any source at its request in connection with the processing of this application for admission as permitted by Law.
- (b) The provision concerning fixing the amount, adjustment on withdrawal or late arrival, and other terms of comprehensive fees payment as set forth by Kabarak University are hereby accepted.
- (c) I agree to abide by all Kabarak University's Rules and Regulations.
- (d) I certify that all the information given in this application is complete and accurate to the best of my knowledge. I understand that this application cannot be processed if it has not been completed according to the instructions, and any deliberate falsification or omission of information may result in denial of admission or dismissal.

Signature of Applicant: Date:

Signature of Parent/Legal Guardian/Sponsor Date:
(This may be omitted if self- sponsored)

APPLICATION CHECKLIST

Have you done the following?

- **Provided the Non-refundable application fee**
- **Completed and signed the form (please observe deadlines)**
- **Attached copies of relevant certificates and transcripts (Applies to all applicants)**
- **Attached the four recent colored passport sized photos (Write your name on reverse side)**
- **Attached a signed copy of the Rules and Regulations**
- **Forwarded the confidential personal reference forms to the referees and notified them of the application deadline**
- **Application Fee:** Enclosed: Banker's Cheque or Money Order

For Official use only

i) Admissions Officer

Date Application Received _____ Application fee. Receipt no _____

Transcripts Reference Forms Bankers Cheque Photo Rules & Regulations

Comments.....

Signature..... Date.....

ii) Head of Department

Qualified Not Qualified Programme.....

Comments

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

iii) School Dean

Approved for admission Not Approved

Comments

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

iv) Admissions:

Verified by the Admissions Officer and forwarded to the Registrar (Academic & Research)

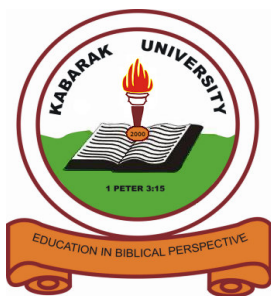
Comments

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

If accepted, Admission Number.....

Kabarak University moral code

As members of Kabarak University family, we purpose at all times and in all place to set apart in one's heart Jesus as lord.(1 Peter 3: 15)



RULES AND REGULATIONS GOVERNING STUDENT DISCIPLINE AT KABARAK UNIVERSITY

Introduction

All students enrolled at Kabarak University are expected to follow all regulations and policies meant to govern the behavior and conduct of students as members of the University community. These rules and regulations are formulated based on sound ethics and Christian principles and are founded on the premise that people must treat others with dignity and respect in order for scholarship to thrive. Any violations of these regulations may lead to disciplinary action being taken against the student.

Indicated below are a summary of some of the rules and regulations. You are expected to read through them and sign the declaration if you accept to abide by them. You will later be issued with a student handbook which contains all the rules governing the conduct of the student in all the areas of the University.

1. Academic Responsibility

Attendance to all lectures, assignments, class tests and examinations, is required of all students. It is a serious offence to interfere or block normal scheduled classes.

2. Dress Code

Kabarak University is a Christian Institution where the mode of dressing for students is important. Students are expected to dress decently at all times. Students are not allowed to put on tight trousers/dresses, mini-skirts and skirts with long slits. Clothes with bad slogans printed on them are also not allowed. During worship services and all university formal functions, students are required to dress formally.

3. Church Services

All students are required to attend the Sunday and other mid-week worship services at their respective Campuses.

4. Visitation

The Halls of Residence are the private homes of the residents and should not be entered by guests. Visits to student rooms of residence by members of the opposite sex is **prohibited** in the University.

5. Alcohol, Drug Taking & Trafficking

Use of alcohol, cigarettes, illicit drugs and trafficking of the same is prohibited in all areas of the University. Any student involved directly or indirectly in alcohol or use or trafficking of drugs will be expelled from the University and handed over to the law enforcement agency for legal action, where appropriate.

6. Responsibility for University Property

A student shall take reasonable care of all equipment and property of the class rooms, laboratories, library and at all other places in the University and shall keep them in good condition. Any replacement or repair due to loss or damage resulting from careless use or negligence by the student or persons connected with him/her shall be made at the expense of the student.

7. Harassment

Any form of harassment by a student on or outside the University is prohibited. Such harassment include: Sexual harassment, racial harassment and any harassment targeting those with disabilities.

8. Violence

Students are prohibited from use of or threat of physical violence against other students, employees or members of the University or any other persons lawfully within or outside the University premises. Students shall not keep any offensive weapons within the University as defined in the laws of Kenya.

9. Other offences that could cause dismissal/suspension from the University are:

- a) Undermining the principles and objectives of the university
- b) Possessing obscene literature
- c) Gambling in any form
- d) Stealing and any form of deception
- e) Displaying improper association with members of the opposite sex
- f) Showing disrespect to persons in authority
- g) Arson
- h) Illegal trade or hawking
- i) Bribing any university employee or student
- j) Vehicle hijack or misuse
- k) Sexual immorality
- l) Rape or attempted rape
- m) Authorship, publication and/or distribution of anonymous letters or any other literature of a malicious or libelous nature including placards
- n) Organizing or participating in political activities on campus
- o) Any other obnoxious acts or repugnant conduct as may be prejudicial to good order or other proper functioning of the university
- p) Improper use of internet.

Beyond regulations, however, as a University with a Christian foundation, it is expected that students will strive for Biblical standards of personal character, conduct and discipline in dealing with all people within and outside the University. They should aim at all times in all places, as the University Moral Code states; “To set apart in ones heart Jesus as Lord” (1 Peter 3:15)

DECLARATION BY THE STUDENT

1. I declare that I have read and understood the Rules and Regulations governing conduct while a student at KABARAK UNIVERSITY.

2. I agree to abide by the rules in totality and to promote and maintain the Christian character of the University.

NAME OF STUDENT

COURSE ADMITTED

SIGNATURE..... Date:

WITNESS (This may be omitted if self sponsored)

PARENT/GUARDIAN

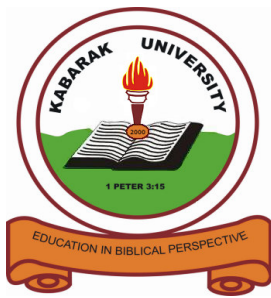
Name..... Signature..... Date.....

FOR OFFICIAL USE

DEAN OF STUDENTS

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

NB: This copy of Rules and Regulations MUST be duly signed and submitted to the University together with the Application Form.



Tel: 254-51-343234/5
 Fax: 254-51-343529
 Email: Registrar@kabarak.ac.ke

Private Bag - 20157
 KABARAK, Kenya
www.kabarak.ac.ke

CONFIDENTIAL PERSONAL REFERENCE FORM

TO THE APPLICANT:

Print your name and the course you applied for in the space below and give this form to the person supplying your reference. It is important to give your form immediately as we cannot complete processing your application until ALL your reference forms are received at the University. You should also stress to your Referee the importance of his/her submitting the form promptly.

Applicant's Full Name: _____

Course Applied For: _____

TO THE REFEREE:

You have known the applicant as his/her (Please tick accordingly)

- Pastor/Religious Leader**
- Head teacher/Principal**
- Employer**
- Other (Please specify).....

The above named applicant has applied for admission to Kabarak University, and has given your name as a Referee. Please indicate your assessment of the applicant's qualities by placing a "tick" (✓) in the appropriate box. If you have not observed the applicant in a relevant context, please tick the 'Don't Know' column. You may give additional information on the other side of this form. You may give the form to the applicant in a **sealed, stamped and signed envelope** or mail it directly to the Academic Registrar using the address at the end of this form.

	Very Good	Good	Fair	Poor	Very Poor	Do not Know
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moral Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

a) Please give any general information you may have concerning the applicant's ability to undertake University Education

b) Do you know of any conditions of the applicant that may need special attention?

c) Additional Comments or Information

d) I have known the applicant for _____ years.

e) I do I do not recommend the applicant for admission to the course applied for.

Full Name _____

Address: _____

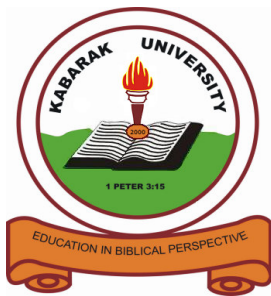
Telephone: _____ E-mail: _____

Signature: _____ Date: _____

Official Stamp (In the case of the School, Church or Employer) _____

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Kabarak University
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KABARAK, KENYA



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Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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e) I do I do not recommend the applicant for admission to the course applied for.

Full Name _____

Address: _____

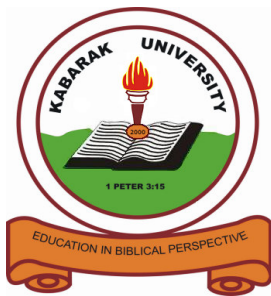
Telephone: _____ E-mail: _____

Signature: _____ Date: _____

Official Stamp (In the case of the School, Church or Employer) _____

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Kabarak University
Private Bag - 20157
KABARAK, KENYA



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Full Name _____

Address: _____

Telephone: _____ E-mail: _____

Signature: _____ Date: _____

Official Stamp (In the case of the School, Church or Employer) _____

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