



ZBTI

ZETECH BUSINESS & TECHNICAL INSTITUTE

Zetech Business & Technical Institute
Off Thika Road, Ruiru
P.O.Box 2768-00200, Nairobi

ADMISSIONS FORM

ADMISSIONS

Reference	F-7-2
Issue/Rev.	1/3

Please read carefully before filling in the information. Complete the form in **BLOCK LETTERS** and sign.

This form should be submitted with a copy of form four result slip or its equivalent, 2 passport size photographs, a copy of national ID/birth Certificate and the original application fee deposit slip, or MPESA payment confirmation message.

Note: All entries in this form must be filled. No entry is to be left blank.

A. PERSONAL DETAILS

Name (in full).....
(Surname) (First name) (Second/other names)

Gender: M F Permanent home Address.....

Hometown..... Home county.....

Tel: E-mail.....

National I.D/birth cert no: (Attach Copy) Passport No: Nationality:

Residence: Estate town..... county..... Religion:

Accommodation: Estate Hostel With parent/guardian

Do you suffer from any health conditions? If yes, describe your condition below.

.....
.....

B. RELATIONSHIP

1. Parent/Guardian details

Name..... Relationship..... Address..... Postal Code..... Town/City..... County..... Telephone..... E-mail.....

Next of Kin/ contact in case of an emergency

Name..... Relationship..... Address..... Postal Code..... Town/City..... County..... Telephone..... E-mail.....

2. Sponsor: Self Parent/ guardian/ other

3. If sponsor is other than self or parent/ guardian, kindly fill below

Name of person/organization..... Relationship..... Address..... Postal Code..... Town/City..... County..... Telephone..... E-mail.....

Authorized on 4/07/2019

REG F-7-2

ZETECH UNIVERSITY REGISTRAR ACADEMICS

4 JUL 2019



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C. EDUCATIONAL BACKGROUND

Secondary School Attended: Town.....county..... From Year: To Year: Mean Grade Attained: (Attach a Copy)

Secondary school category

National Extra County County Sub county

D. PROGRAM APPLICATION

Name and level of the program.....

Level of Entry (module and term).....

Date of application :Month..... intake

Mode of Study: (Full-Time/Part-Time/Distance Learning):

Course Exam Body:

............... Entry Category:

(Tick as appropriate): Application Registration Exam Centre

E. OTHER DETAILS

How did you get to know about Zetech Business & Technical Institute?

(Tick as appropriate)

Relative, Friend Newspaper Website Social Media
Or Colleague

Posters/Fliers Signboard Radio TV (specify the station)..... Others.....

Referred to Zetech by Student: Name of the Student:contact.....

Referred to Zetech by Staff: Name of the Staff:

TERMS AND CONDITIONS OF ADMISSION

1. Course fees must be paid in accordance with the fee schedule.
2. Fee once paid is **NOT REFUNDABLE OR TRANSFERABLE**.
3. Zetech Business & Technical Institute does not accept any liability for loss or damage to any property brought or left on the premises by students.
4. Students will be charged for any damages caused to equipment by their negligence.
5. Certificates will only be awarded after the fulfillment of all the course requirements.
6. Fees payments will be in form of banker's cheques payable to Zetech University or directly deposited to the University bank account. Personal cheques are not accepted.
7. Total adherence to all rules and regulations governing students at Zetech Business & Technical

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1. DECLARATION (Mandatory)

I..... declare that the information given on this application form is true and correct to the best of my knowledge. I further certify that I have read, understood and agreed to comply with the terms and conditions of admission stipulated herein.

Sign: Date:

For official use

SECTION I – Application Summary

CAREER ADVISOR

Date of registration Campus of registration ADM NO.....

Course registered for..... module term.....

Recommendation: ADMISSIBLE NON ADMISSIBLE

Remarks

Name..... Signature

SECTION J – Recommendation (For official use)

ADMISSIONS ADMINISTRATOR

Course admitted for..... Module Term..... ADM NO.....

Recommendation: ADMISSIBLE NON ADMISSIBLE

Remarks

Name..... Date.....

Signature

