

CHUKA



UNIVERSITY

Knowledge is Wealth (Sapientia divitia est) Akili ni Mali

OFFICE OF THE DEPUTY VICE-CHANCELLOR
(Administration, Finance, Planning & Development)

Telephone: 020 2310512
020 2310302

P.O. Box 109 - 60400
CHUKA

APPLICATION FORM FOR STAFF CHILDREN EDUCATION SUPPORT FUND

APPLICATION INSTRUCTIONS:

1. Support will **ONLY** be for biological or legally adopted children in undergraduate degree programmes only.
2. Only one (1) child at a time up to a maximum of five (5) children during the working life of a staff member are legible for support.
3. All applications should be accompanied by relevant documents as indicated below:
 - i. Proof of relationship i.e. Birth Certificate and/or adoption papers. **(New Applicants)**
 - ii. Copy of certified admission letter **(New Applicants)**
 - iii. Original payment receipts (Support is in terms of reimbursement of tuition fees paid)
 - iv. Supporting documents from relevant faculties e.g. letter or result slip indicating that the student is still in programme and is not repeating a year of study **(Continuing Applicants)**
4. Support will be as follows: (Tick appropriately)
 - i. SSP and GSS Students at Chuka University - 80% waiver of the Tuition Fees
 - ii. SSP Students at other Universities - Ksh. 12,000
 - iii. GSS Students at other Universities - Ksh. 8,000

A: APPLICANTS DETAILS

Name:..... P/N0:.....

Designation: Grade:.....

Department/Section:.....

Terms of Service (Tick appropriately)

P&P

☐

Contract

☐

Temporary

☐

B: DEPENDANT'S DETAILS:

Name:..... Institution of Study:.....

Programme of Study:..... Reg. No:..... Gender:.....

Year of Study:..... Semester:.....

Academic Year:..... Faculty:.....

Do you have other dependants benefiting from this programme? Yes..... No.....

C: DECLARATION

I declare that the information in this application form is correct. I further certify that I have read, understood and agreed to comply with the conditions stipulated herein.

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

D: FOR OFFICIAL USE ONLY

Applicant qualifies for:

80% Waiver of the Tuition Fees

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Ksh.12,000

☐

Ksh.8,000

☐

All relevant documents attached: Yes..... No.....

Senior Human Resource Manager: Signature..... Date.....

Checked by:

Registrar (A & P): Signature: Date.....

Approval granted:

DVC (A, F, P & D): Signature:..... Date.....