

# GWERU POLYTECHNIC

APPLICATION FORM: ACADEMIC YEAR 20.....

**Form to be completed in duplicate use BLOCK LETTERS**

Applicants to complete part A to part D.

## PART A – Personal Details

Applicant's name(s) in full ( <b>Surname First</b> )																			
National I.D. No.										Date of birth		D	D	M	M	Y	Y	Y	Y
Nationality										Disability		Sex				M	F		
Postal Address																			
Residential Address																			
Cell Number(s)										e-mail address									

## Next of Kin/Guardian

Name in full										Relationship									
Cell Number										e-mail address									

## PART B – Course being applied for

Main Option																			
Second Option																			

## PART C – Academic Details

Last School attended																			
<b>'O' level</b>										<b>'A' level</b>									
<b>Subject</b>					<b>Grade</b>		<b>year</b>			<b>Subject</b>					<b>Grade</b>		<b>year</b>		

## PART D – Professional Qualifications

<b>Qualification</b>										<b>Year completed</b>										<b>Grade</b>		<b>College/institution</b>									

Applicant's signature										Date										D	D	M	M	2	0	Y	Y
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(for official use only)

## DOCUMENTS CHECK LIST

<b>ITEM</b>	<b>TICK</b>	<b>COMMENT</b>
Forms fully completed		
5 'O' Level Passes		
• English Language		
• Mathematics		
• Science		
Certified Birth Certificate		
Certified Identity Card		
Certified Marriage Certificate		

Checked by..... Date.....

Verified by..... Date.....

Student Number				
Application	Approved:		Declined:	
Reason for decline				

Date stamp

#### NOTES TO APPLICANTS:

##### 1. Interviews

- Only those with requisite entry qualifications should attend interviews.
- **The onus is on the applicant to apply for courses to which they qualify.**
- Only applicants who would have paid their interview handling fees should attend the interviews
- Fees are paid at the bank or at the Polytechnic Accounts office
- Attach certified copies of educational certificates, birth certificate, I.D, marriage certificate (where applicable) to the application form

##### 2. Notification of successful applicants

- Successful candidates shall be notified through text or instant messaging.
- The notification shall be confirmed through an **OFFICIAL OFFER LETTER** that should be collected from the Polytechnic Registry Office