

S/No. ....



Attach one  
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Passports photo

## MINISTRY OF EDUCATION AND SPORTS

### TVET APPLICATION FORM FOR ADMISSIONS INTO CERTIFICATE AWARDING INSTITUTIONS FOR 2025

#### Preamble:

- i. This form is intended for applicants wishing to pursue National Certificate under the TVET system.
- ii. This form can be obtained from the website of the Ministry of Education and Sports [tvvet.go.ug](http://tvvet.go.ug) and [www.education.go.ug](http://www.education.go.ug), office of the District/Municipality/City Education Officer, Local Councils' Offices, TVET Institutions (list attached), and at the Ministry's Department of TVET Operations and Management, Legacy Towers Wing B, Floor 3.

This form **MUST** be completed in duplicate and returned to any certificate awarding government TVET Institution or to any of the Regional Selection Centers i.e. Ntinda Vocational Training Institute – Central in Kampala, St. Kizito Technical Institute Madera–Eastern in Soroti, and Kakiika Technical School – western in Mbarara and Bobi Community Polytechnic - Northern in Omoro nearest to the Applicant or to [lazakeh.galabuzi@education.go.ug](mailto:lazakeh.galabuzi@education.go.ug) not later than January 31 2025.

#### Note:

Applicants wishing to pursue National Certificates **MUST** attach;

- Photocopies of certificates/result slips/transcripts,
  - A copy of National Identity Card (for 18 years and above) or an Identification from the previous institutions (for below 18 years)
  - A Copy(ies) of appointment/contract/recommendation of relevant work experience (if any) and
  - A Copy of Birth Certificate
- iii. Persons with disabilities, and those from vulnerable categories and at-risk population such as females, urban poor, fishing communities, and others are encouraged to apply
  - iv. Those who had filled UNEB forms and selected TVET as their 1<sup>st</sup> Choice should also apply and indicate their choices clearly

#### SECTION A: Particulars of applicant (To be completed in capital letters by Applicant)

1. Names .....

**Surname**

**Others names**

2. Nationality ..... Date of Birth ..... Sex .....

3. Home District ..... County .....

Sub-county ..... Religious Affiliation (Optional) .....

#### 4. Physical Address:

Parish ..... Village.....TelephoneContact.....

Parent/Guardians Name.....TelephoneContacts.....

Parent/Guardian NIN .....

#### SECTION B: Educational Background(To be completed by Applicant)

##### a. PLEResults

Name of School ..... Year of sitting.....

Index Number.....Total Aggregates..... Division .....

##### Fill in the details

S/N	Subjects	Grade		Subject	Grade
1.			4.		
2.			5.		
3.			6.		

##### b. O'Level: UCE results (if any)

Name of School ..... Year of sitting.....

Index Number..... Total Aggregates..... Division .....

##### Fill in the details

S/N	Course unit/Subjects	Scores	S/N	Course unit/Subjects	Scores
1.			6.		
2.			7.		
3.			8.		
4			9.		
5			10.		

##### c. Technical School/Community Polytechnics: UJTC/UCPCresults (if any)

Name of Institution..... Year of sitting.....

Course Name.....

Index Number..... Grade .....

##### Fill in the details

S/N	Course unit/Subjects	Scores	S/N	Course unit/Subjects	Scores
1.			6.		
2.			7.		
3.			8.		
4			9.		

**d. Any other Qualification(s) (if any)**

Name of Educational/awarding Institution/University.....

Course Name .....

Year of sitting.....Reg Number..... Class of Grade .....

**Fill in the details**

S/N	Course unit/Subjects	Scores	S/N	Course unit/Subjects	Scores
1.			4.		
2.			5.		
3.			6.		

**SECTION C: Relevant work Record (if any)(To be completed by Applicant)**

S/N	Organization/Employer/ Self Employment	Post Held	Period

**5. Chronic Disease/Disability (if any)**

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**6. Choice of Course(s)(select from the attached list)**

First Choice.....

Second Choice.....

Third Choice.....

**b) Briefly explain the reason for choosing the Course(s) you have selected.**

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## 7. Choices of TVET Institutions (select from the attached list)

First Choice.....

Second Choice .....

Third Choice.....

## 8. Declaration

I \_\_\_\_\_ declare that to the best of my knowledge, the information provided above is correct.

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

**Note: Falsification of information can lead to cancellation of the offer and prosecution in the courts of law.**

## SECTION D: FOR OFFICIAL USE ONLY

**The committee has vetted and recommended that the applicant:**

i. Be admitted on: -Government ☐ Private ☐

Course.....

Institution .....

ii. Not be admitted; reasons.....

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\_\_\_\_\_  
**Head of Selection Team**

\_\_\_\_\_  
**Signature and Date**

Other Remarks:

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\_\_\_\_\_  
**Centre Supervisor**

\_\_\_\_\_  
**Signature and Date**