

This form is given FREE.  
Any person attempting to charge money for it should be reported to the nearest Police Station.



**STAREHE GIRLS' CENTRE AND SCHOOL**  
P.O. Box 6847-00200  
NAIROBI KENYA  
Tel: 020-2025500/1/2/3  
Mobile: 0707 900 852, 0738 255 448  
Email: info@starehegirlscentre.co.ke  
Website: www.starehegirlscentre.co.ke

*A Charitable Institution, Incorporating a National High School and Skills Training Programme for girls'*

(DO NOT fill the below table) **FOR OFFICIAL USE ONLY. KCPE Performance**

ENG	KIS	MAT	SCI	SSR	TOT	REMARKS	DATE	SIGN

**APPLICATION FOR ADMISSION.**

**CATEGORY** (Tick appropriately)

☐ SPONSORED Student ☐ FEE Paying Student

**Form One 20** \_\_\_\_\_

**Form Serial No.** \_\_\_\_\_

**WARNING:** Deliberately giving false information on this form may lead to prosecution in a Court of Law. This form must be filled by anyone seeking a free boarding and tuition place, sponsored or Fee paying at Starehe Girls' Centre and School. It **MUST BE RETURNED TO STAREHE GIRLS' CENTRE ON OR BEFORE 31<sup>ST</sup> JULY.**

**Supporting documents MUST be unconditionally provided together with the form or as requested before admission if successful.**

## PART I (To be completed by the head teacher)

**NAME OF THE GIRL:**

First Name

Middle Name

Last Name

**DATE OF BIRTH:**

(Attach birth Certificate)

Date

Month

Year

**Index/Personal Number:**

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**County** \_\_\_\_\_

**Sub County** \_\_\_\_\_

**Schools attended & Addresses:** (Start with the present School)

1.

\_\_\_\_\_ Public ☐ Private ☐

2.

\_\_\_\_\_ Public ☐ Private ☐

A clear passport size photograph (not more than three months old) MUST be affixed HERE.

I **CERTIFY** that this pupil chose **Starehe Girls' Centre (Code Number 20400009)** as her **OFFICIAL FIRST CHOICE OF NATIONAL SECONDARY SCHOOL.** From my knowledge of her background, I make the following comments:

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My school has \_\_\_\_\_ Pupils in standard VIII. In the most recent tests, this girl was position \_\_\_\_\_ overall. She attained \_\_\_\_\_ marks out of 500.

(Please comment on the girl's conduct and any special interest or talent she may have e.g. Sports, Scouting, Art, Music, etc.)(Attach copies of Certificates if any)

HEADTEACHER'S NAME: \_\_\_\_\_ MOBILE NO: \_\_\_\_\_

HEADTEACHER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ SCHOOL STAMP: \_\_\_\_\_

**PART II****BACKGROUND INFORMATION**

**(NOTE if this page is NOT FULLY and PROPERLY FILLED, the application will not be successful)**

<b>PARTICULARS</b>	<b>FATHER</b>	<b>MOTHER</b>
Full Names		
Married/Divorced/ Separated/ Single Parent/Widowed/Deceased <i>(If deceased give date &amp; attach copy of death certificate)</i>		
Nationality ( Attach copy(s) of ID)		
If in employment, describe and indicate the average monthly income: <i>(attach copy(s) of the pay slip)</i>		
If in business, describe and state the average monthly income.		
If any owned land, show the number of acres, crops grown and income from these assets.		
If any other source of income, including casual labour, describe and show the average monthly income.		
Physical Address of Residence ( state Town, Estate, Nearest public land mark to the residence e.g. school, Church, Hospital) (State if house is owned, employer owned or rented – <i>if rented indicate amount</i> )		

**DETAILS OF THE GIRL'S (APPLICANT) BROTHERS & SISTERS STARTING WITH THE ELDEST**

<b>Name</b>	<b>M/ F</b>	<b>Age</b>	<b>If in school/college, indicate std/form/year</b>	<b>If working indicate, occupation &amp; Co./Org./Inst. and salary per month</b>	<b>if married, state occupation of spouse &amp; Co./Org./Inst.&amp; salary</b>

*(Add in separate sheet if the space provided is not enough)*

If in school/college, state who pays fees \_\_\_\_\_

\_\_\_\_\_

### EXPLANATION WHY ADMISSION TO STAREHE GIRLS' CENTRE IS REQUIRED

A full and clear explanation must be given why the family is not able to raise the fees to send the girl to an ordinary secondary school.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**I certify that the information on page 2 and 3 is true and complete.**

NAME (in block letters) \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

MOBILE NO(S): \_\_\_\_\_ E-mail address: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

State your relationship to the girl: Father/mother/Grandfather/Grandmother/Uncle/ Aunt/ Other Guardian (explain).

**NB**

**This page should be completed only by the parent or by legal guardian where parents are deceased. Any document that can prove legal guardianship MUST be attached.**

### PART III (If applying for fee paying, don't fill this part)

#### RECOMMENDATION BY CHIEF:

I have read the information given in this form. Based on my knowledge and / or the inquiries that I have made about the applicant, I make the following comments:

FULL NAME AND TITLE (in block letters) \_\_\_\_\_

MOBILE NO: \_\_\_\_\_ OFFICE TEL NO: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE & STAMP: \_\_\_\_\_

#### RECOMMENDATION BY PRIEST, PASTOR OR IMAM:

I have read the information given in this form. Based on my knowledge and / or the inquiries that I have made about the applicant, I make the following comments:

FULL NAME AND TITLE (in block letters) \_\_\_\_\_

MOBILE NO: \_\_\_\_\_ OFFICE TEL NO: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE & STAMP: \_\_\_\_\_

Starehe Girls' Centre and school may contact any recommender to ascertain information provided during the selection process.

#### CHECKLIST

Before submitting the Application Form, review and **ENSURE** that the following parts are **PROPERLY** filled and all the required documents are attached. Failure to adhere to this instructions, your Application **WILL NOT** be considered for admission.

REQUIREMENTS / DOCUMENTS		Official Use Only					
Part I	Clear passport photograph, Birth Certificate, Recommendation from the HT Signed & Stamped.	PP	<input type="checkbox"/>	BC	<input type="checkbox"/>	HT	<input type="checkbox"/>
Part II	Parent(s) ID's, Pay slip if employed, Death certificate(s) if parent(s) deceased.	ID	<input type="checkbox"/>	P	<input type="checkbox"/>	DC	<input type="checkbox"/>
Part III	<b>ONLY</b> applicable to applicants seeking Sponsored Students category. Each of the recommender <b>MUST</b> Stamp.	Chief	<input type="checkbox"/>	Pastor	<input type="checkbox"/>	Imam	<input type="checkbox"/>

PP – Passport Photograph, BC – Birth Certificate, HT- Headteacher, ID- Identity Card, P-Payslip, DC-Death Certificate,

#### CORRESPONDENCE:

- For the Fee Paying Category, please contact the School before Submitting the Application Form.
- For any application sent through the Post Office or Courier Firms, you may call the school to confirm the receipt of the Application Forms using the contacts on page one.

**Please note that the Centre's Administration reserves the right of admission.**