**A.I.C TUIGOIN SECONDARY SCHOOL**

**P.O BOX 4457-30200, KITALE.**

**FORM ONE ADMISSION 2019.**

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**K.C.P.E INDEX NO.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**K.C.P.E MARKS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

I am pleased to inform you that you have been considered for admission in **A.I.C Tuigoin Secondary School.**

You are required to report for admission on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ between **8:00 am** and **4:00 pm**. Failure to report by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will mean that you have forfeited your chance and you will be replace by another deserving student.

Each student admitted to the school will be expected to achieve and maintain very high academic standards and discipline in line with our school vision and mission.

Our school vision is to be a learning institution of academic excellence and highly disciplined students. Whereas our school mission is to provide a wholistic and quality education which can equip students with relevant knowledge, skills and positive attitudes for their present and future success.

Our school motto is: **ARISE AND SHINE**.

I wish you a pleasant, enjoyable and fulfilling moment in **A.I.C Tuigoin secondary school.**

**Yours faithfully,**

**MARK K. KIPSANG**

**PRINCIPAL**

**A.I.C TUIGOIN SECONDARY SCHOOL**

**P.O BOX 4457-30200, KITALE.**

**STUDENT PERSONAL INFORMATION.**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

K.C.P.E INDEX NO.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME OF PRIMARY SCHOOL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOME DISTRICT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COUNTY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DIVISION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LOCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SUB-LOCATION:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RELIGION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **PARENT’S/GUARDIAN’S:** NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MOBILE NO.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **KCPE RESULTS: (MARKS/GRADE)**

|  |  |  |
| --- | --- | --- |
| **SUBJECT** | **MARKS** | **GRADE** |
| **MATHEMATICS** |  |  |
| **ENGLISH** |  |  |
| **KISWAHILI** |  |  |
| **SOCIAL STUDIES AND RELIGION** |  |  |
| **SCIENCE** |  |  |

TOTAL MARKS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HEAD TEACHER’S NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MOBILE NO.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SIGN:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE:\_\_\_\_\_\_\_\_\_\_

OFFICIAL STAMP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **DELETE WHICHEVER IS NOT APPLICABLE:**
2. Is your father alive? **YES / NO.**

His name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile no.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is your mother alive? **YES/NO.**

Her name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Her occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile no.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Number of brothers:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of sisters: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Do you have any health problems? **YES/NO.:**

**If yes, specify**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Attach a letter from a government doctor),** Where applicable.

**CERTIFY THAT THE INFORMATION GIVEN IS CORRECT.**

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

**A.I.C TUIGOIN SECONDARY SCHOOL**

**P.O BOX 4457-30200, KITALE.**

**REGISTRATION REQUIREMENTS.**

1. **CERTIFICATES.**

You are required to bring photocopies of the following certificates:

1. **Primary School Leaving Certificate.**
2. **K.C.P.E Results Slip**
3. **Birth Certificate.**
4. **TUITION REQUIREMENTS.**
5. Geometrical Set (**oxford**)
6. Mathematical Table – **KNEC (6th Edition)**
7. Revised Standard Version Bible **(RSV)**
8. New Oxford Advanced Learners Dictionary **(8th Edition)**
9. Kamusi ya Kiswahili Sanifu **(Toleo Jipya – la 3)**
10. Oxford **360o** Atlas for secondary school.
11. Three **(3)** Spring Files
12. Pens, Rulers and Pencils.\
13. One ream of photocopying papers
14. Thirteen A4 200 pages exercise book
15. **SCHOOL UNIFORM.**

**BOYS:**

1. Black trouser
2. White shirt **(long sleeves)**
3. Purple sweater **(with two (2) white strips at all edges)**
4. Black and white stripped tie
5. Grey socks, stripped purple and white.
6. Black shoes **(TOUGHES)** with shoe laces

**GIRLS:**

1. Bleated black skirt
2. White blouse **(long sleeves)**
3. Purple sweater (**with two (2) white strips at all edges**)
4. Black and white stripped tie
5. White socks
6. Black shoes **(with shoe laces) (TOUGHES)**

**N/B:** These uniform are available in school at an affordable cost **(subsidized by C.D.F)** except the shoes for those who will report in time.

1. **SCHOOL FEES STRUCTURE.**

We are pleased to inform you that the government has taken up the full payment of learner’s school fees in day schools like ours. All learners will now receive **Kshs. 22,244.00** from the government as from January 2018 as broken down in table below.p

|  |  |  |
| --- | --- | --- |
| **VOTE HEADS** | **PARENT** | **G.O.K** |
| Teaching, learning materials and exams. | **0** | **4,792.00** |
| Repairs, maintenances and improvement | **0** | **2,886.00** |
| Local travel and transport | **0** | **1,833.00** |
| Administration costs | **0** | **1,572.00** |
| Electricity, water and conservancy (EWC) | **0** | **2,151.00** |
| Activity fees | **0** | **1,256.00** |
| Personal emolument (PE) | **0** | **5,755.00** |
| Medical and insurance | **0** | **1,999.00** |
| Top up | **0** | **0** |
| **TOTAL SCHOOL FEES** |  | **22,244.00** |

1. **LUNCH.**

Parents are therefore required to pay **ONLY** for students lunchat a cost of **kshs.7 000/=**.

**Yours faithfully,**

**MARK K. KIPSANG.**

**PRINCIPAL/ B.O.M SECRETARY.**

**A.I.C TUIGOIN SECONDARY SCHOOL**

**P.O BOX 4457-30200, KITALE.**

**SCHOOL RULES AND REGULATIONS**

1. **All students** must strictly adhere to the school routine.
2. **All students** must be neatly dressed in school uniform at all times. Jewelry and make-ups are not allowed.
3. **English and Kiswahili language** are the official mode of communication in school.
4. **All students** must obey and respect the school administration, teachers, non-teaching staff, prefects and one another.
5. **All students** are expected to participate in all school activities which include, but not limited to; lessons, preps, games, clubs , societies, religious services, counseling and manual work.
6. Missing lessons, drinking alcohol, smoking, taking illegal drugs, fighting, falsehood, use of abusive language, bullying, tampering and vandalizing electrical installation and other property, stealing and cheating in examinations. **Is forbidden and severe punishment will be meted against it.**
7. Students are not allowed to have cell phones, **SIM** cards, cameras, radios, knives, or civilian clothes in school. **If found, will be confiscated.**
8. **No student** shall leave the school compound without the written permission from the Teacher on Duty/ Deputy Principal/Principal. Any sick student must obtain a **sick** s**heet** from the teacher on duty/ deputy principal before leaving for dispensary/medical clinic/hospital for treatment.
9. **Any student** who does not report back to school within fourteen **(14) days** after opening day will be considered to have **forfeited** his chance in school.
10. **Any student** who breaks any of the rules shall be punished, suspended or recommended to the **board of management** **(B.O.M)** for expulsion.

**DECLARATION**

I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on this day/ **(date)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have carefully read and understood the above rules and regulation, and I am ready to comply by them as they are.

Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s / guardian’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed for approval on behalf of the B.O.M**.**

**MARK K. KIPSANG.**

**PRINCIPAL/ B.O.M. SECRETARY.**