



**NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND
BURSARY APPLICATION FORM FOR STUDENTS IN SECONDARY
SCHOOLS, COLLEGES AND UNIVERSITIES
NDARAGWA CONSTITUENCY**

SERIAL NO: NDANGCDF/093/BURS/2023.

INSTRUCTIONS: Kindly provide your information in legible CAPITAL letters.

NB: Submission of incomplete form may lead to disqualification. All dully filled forms to be delivered to the NG-CDF Office at **MUTANGA OFFICE**

PART A: TO BE FILLED BY THE APPLICANT/PARENT/GUARDIAN

I. Personal, Institutional and Other Details

| | |
|--|---|
| Full Name of Student (As it appears in ID/Official documents) | |
| Gender | |
| Date of Birth | |
| ID Number/Passport No. (Where applicable) | |
| Name of School/College/University | |
| Adm. No/ Reg. No. | |
| Campus/Branch (For Tertiary Institution and University) | |
| Faculty /Department | |
| Course of Study | |
| Mode of study | Regular () Parallel () Boarding () Day () |
| Class (Grade) /Year of Study | |
| Academic Year/Semester/Term | |
| Course Duration (Years) | |
| Expected Year and month of Completion | Month.....Year..... |
| Mobile No./Tel No. | |
| Physical Address | |
| Permanent Address | |
| Location | |
| Sub Location | |
| Ward | |
| Institution's Postal Address | |
| Institution's Tel No | |
| Amount Applied for (Kshs) | |

Where applicable, please attach the relevant supportive documents including the following (Letter of admission, Fees structure, Recommendations



II. **FAMILY BACKGROUND** (Tick where applicable)

Kindly indicate your family status;

| | |
|--------------------------------------|--|
| Total Orphan | |
| Partial Orphan | |
| Single Parent | |
| Both Parents Alive | |
| Other (State) | |
| Number of siblings (Alive) | |
| Estimated Family income (annually) | |
| Estimated family expenses (annually) | |

(Attach Photocopies of death certificate(s) and verification letters from the area chief/assistant chief where applicable)

a) **Father**

Name.....Address.....

Tel No.....Occupation.....

Type of employment (Tick where applicable)

Permanent () Contractual ()

Casual () Retired ()

Self-employed () None ()

Main Source of Income

b) **Mother**

Name.....Address.....

Tel No.....Occupation.....

Type of employment (Tick where applicable)

Permanent () Contractual ()

Casual () Retired ()

Self-employed () None ()

Main Source of Income



c) **Guardian (Where applicable)**

Full Name.....Address.....

Tel No.....Occupation.....

Type of employment (*Tick where applicable*)

Permanent ()

Contractual ()

Casual ()

Retired ()

Self-employed ()

None ()

Main Source of Income

d) Indicate the names of siblings in school/college/university this year;

| Name | Secondary | Colleges | University | Annual Fees payable |
|------|-----------|----------|------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

III. APPLICANT'S ADDITIONAL INFORMATION

a. Why are you applying for a bursary?
.....
.....

b. Have you received any financial support/bursaries from NG-CDF in the past?

Yes () No ()

If yes, specify how much and when you last received the support

.....

c. Have you received any financial support/bursaries from other organizations in the past? Please provide details:

.....

.....

d. Do you suffer from any physical impairment (disability)?

Yes () No ()



e. Do you have any other disability or any chronic illness? If yes, kindly describe and provide evidence

Yes ()

No ()

f. Does any of your parents/guardians have any form of disability?

Yes ()

No ()

If yes, describe the disability

.....

g. Does any of your parents/guardians suffer from any other chronic disabling medical condition? Describe

Yes ()

No ()

If yes, describe the disability

IV. EDUCATION FUNDING HISTORY

i) State the main source of funding for your education in the past (*Fill where applicable*)

a) In secondary School.....

b) In College.....

c) In University.....

ii) Indicate other sources of funding if any

a) In secondary School.....

b) In College.....

c) In University

PART B: APPLICANT'S ACADEMIC PERFORMANCE

a) What is your average academic performance?

Excellent ()

Very Good ()

Good ()

Fair ()

Poor ()

b) Have you been sent away from school? Yes.....No.....

If yes provide reasons for your absence.....

c) Specify number of weeks you stayed away from school.....

d) Annual fees (as per fee structure) Kshs

e) Last Semester's/Term Fee balance.....

f) This Semester's/Term Fees

g) Next Semester's/Term fees.....

h) Loan from HELB (where applicable).....



REFEREES

The student/parent/guardian should provide the names and telephone contacts of at least two referees who know the family well.

1. Name..... Name.....
Address..... Address.....
Telephone..... Telephone.....

STUDENT'S/ PARENT'S/GUARDIAN'S DECLARATION

I hereby declare that the information provided herein is true to the best of my knowledge and belief, and I understand that any false information provided shall lead to my automatic disqualification by the committee.

Applicant's Full Name.....
Signature.....
Date.....

VERIFIED BY:

a) Religious Leader

Full Name.....
Name of the Religion.....

Type of Religion:

Christian () Muslim () Hindu () Other () If other specify

Recommendation:

Recommended () Not recommended ()

Remarks:

.....
.....

Signature.....

Official Stamp..... Date.....

b) Chief/Assistant Chief

Name of area Chief/Assistant Chief.....

Location/Sub-location.....

Recommendation:

Recommended () Not recommended ()

Justification:

.....
.....

Signature..... Date.....

Official Stamp.....



FOR OFFICIAL USE ONLY (To be filled by NG-CDF Bursary Committee)

The form was duly filled and signed Yes () No ()

All supportive documents have been attached Yes () No ()

Recommended for approval () Not recommended for approval ()

Reason for non-approval

.....
.....

Signed:

ChairmanDate

SecretaryDate

KEY ATTACHMENTS TO THE FORM

Applicants **MUST** attach copies of the relevant documents including the following;

1. Photocopy of the Secondary/College/University ID Card
2. Parent (s) Death Certificate or Burial Permit (***For Orphans***)
3. Current fees structure (***Compulsory for all applicants***)
4. School/Institution Admission letters (***Compulsory for Colleges/University Students***)
5. Any other relevant supportive document