



# MACHAKOS UNIVERSITY

ISO 9001:2015 Certified 

## APPLICATION FORM FOR ADMISSION TO CERTIFICATE, DIPLOMA AND DEGREE PROGRAMMES

A copy of this form should be completed and returned/sent to the Registrar. The form should be typed or completed in block letters. Attach a passport size photograph, a copy of result slip/certificates and a copy of the national ID Card.

**NB: Application fee for Certificate and Diploma courses is Ksh 500/=, for Degree Courses is Ksh.1,000/=, Ksh. 2,000/= and 3,000/= for Bachelors, Masters and PhD Programmes respectively, payable in any of the following bank accounts.**

(Email Completed form and Attachments to: [admissions@mksu.ac.ke](mailto:admissions@mksu.ac.ke))

National Bank of Kenya:	~	Account No. 01020078499400
Standard Chartered Bank	~	Account No. 0152016845602
Equity Bank	~	Account No. 0600278674858

### SECTION A - Course Application Details

- (i) Name of Certificate/Diploma/Degree /Masters/PhD Course applied for.....
- (ii) School.....
- (ii) Department.....

### SECTION B – Applicant's Personal Details

- (i) Name.....  
(Surname) (Other names in full)
- (ii) Postal Address..... Postal Code.....  
Town/City..... Country.....  
Phone..... Fax..... E-mail.....
- (iii) Date of Birth (DD/MM/YYYY)..... Male ☐ Female ☐  
Marital Status..... Religion.....  
Nationality..... National ID..... Passport No.....
- (iv) Name of Next of Kin..... Relationship.....  
Postal Address..... Postal Code.....  
Town/City..... Country.....  
Phone..... Fax..... E-mail.....

**SECTION C ~ Applicant's Education Details**

Please fill in the table by listing all the secondary schools and colleges attended.

Secondary School and College attended	Address of School/College	Period of Study		Qualification	Index No
		From	To		

Please attach certified copies of certificates, academic transcripts, results slips and any relevant document.

**SECTION D – Applicant's Working Experience (if applicable)**

Please fill in the table by listing all your working experiences.

Period of Work		Employer	Designation	Nature of Assignment
From	To			

**SECTION E ~ Applicant's Declaration**

I declare that the information given herein is true and accurate to the best of my knowledge and fully understand that any information found to be false would lead to automatic disqualification.

Name of Applicant in full.....

ID/Passport No..... Date..... Signature.....

**SECTION F – Evaluation of Applicant (for official use only)**

(i) Application form received

Signed..... Date and Stamp.....  
Registrar (Academic & Student Affairs)

(ii) Recommendation of Department

Accept/Reject

Signed..... Date and Stamp.....  
Head of Department.....

(iii) Recommendation of School

Accept/Reject

Signed..... Date and Stamp.....  
Dean of School.....