



**JUSNET BUSINESS INSTITUTE  
SCHOOL OF I.T. & CAREER STUDIES**

**HEAD OFFICE:** Malindi Complex Grnd Flr Lamu Road

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**STUDENT APPLICATION FORM**

**1. PERSONAL INFORMATION**

Last Name ..... First Name ..... Middle Name .....

Address.....

Telephone .....

E-mail .....

**2. COURSE(S) APPLIED FOR**

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**3. EDUCATION BACKGROUND**

**Primary School:**

Name of the School .....

Year ..... Grade .....

**Secondary School:**

Name of School .....

Year ..... Grade.....

**4. MODE OF PAYMENT (TICK WHERE APPROPRIATE)**

Self

Sponsored

**5. GUARDIAN DETAILS /SPONSOR DETAILS/EMERGENCY CONTACTS**

Last Name ..... First Name ..... Middle Name .....

Address.....

Telephone .....

E-mail .....

**6. COLLEGE ADMISSION RULES & REGULATIONS**

- (i) Students should carry their own writing materials.
- (ii) Absence from class shall not in any way affect student's remittance of full tuition fees.
- (iii) Fees payment on monthly basis should be done before 5<sup>th</sup> of every month..
- (iv) Fees once paid is non refundable and non transferrable under any circumstances.
- (v) Students should deposit college fees at National Bank and bring a deposit slip.
- (vi) Student should get a receipt upon submission of a deposit slip and should keep the receipts for reference.
- (vii) Punctuality and respect to lecturers and administration should be observed.
- (viii) Students should at all times decently be dressed in class.
- (ix) Students should not come to class while drunk.
- (x) The institute reserves the right of admission.
- (xi) The management's decision is final.

**7. STUDENT'S DECLARATION**

I declare that the information I have provided is true to the best of my knowledge and that I will comply with the rules and regulations as provided by the institution.

**STUDENT'S NAMES** ..... **SIGN** .....

**FOR OFFICIAL USE ONLY**

Register's Remarks .....

Student's Admission No. .... Date of Admission.....

Course..... Class Time ..... Lecturer.....

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