



ST. PAUL'S UNIVERSITY

Diploma Application Form

Private Bag 00217 LIMURU, KENYA
Email: registry-limurucampus@spu.ac.ke or
registry-nairobicampus@spu.ac.ke
Website: www.spu.ac.ke

Tel Office: +254 (0)20 – 2020505/10
Mobile: +254 (0)728 - 669000
(0)736 - 424440

Serial No. _____

APPLICATION FOR ADMISSION

APPLICATION PROCEDURE

1. Read the application form carefully before filling any information. Give detailed information.
2. Attach photocopies of all academic and professional certificates. If they are not in English send translated and certified copies. Non-English speakers must provide proof of competence in English.
3. **Attach Three recent** coloured passport size photographs
4. Send duly completed application form with a bank slip of Kshs.1,000 non-refundable application fee.(Cash payment NOT acceptable)

Address Application package to:
The Assistant Registrar
St. Paul's University
P. O Private Bag
Limuru 00217
KENYA

Drop it to our nearest Campus:
Limuru (Main) Campus
Nairobi Campus
Nakuru Campus
Machakos Campus

**Attach a recent
passport-sized
photograph here**

Full Names: _____
Last Name Middle Name First Name

ENROLLMENT INFORMATION (Tick one of the following)

Year of Entry _____ January May August

I would like to be considered for:-

- | | |
|--|--|
| <input type="checkbox"/> Diploma in peace building & Conflict Resolution | <input type="checkbox"/> Diploma in Anglicanism |
| <input type="checkbox"/> Diploma in Banking | <input type="checkbox"/> Diploma in Counselling psychology |
| <input type="checkbox"/> Diploma in Business & Management (available on DL) | <input type="checkbox"/> Diploma in Leadership Management |
| <input type="checkbox"/> Diploma in Business Information Technology | <input type="checkbox"/> Diploma in Marketing Management |
| <input type="checkbox"/> Diploma in Chaplaincy | <input type="checkbox"/> Diploma in Project Management |
| <input type="checkbox"/> Diploma in Communication | <input type="checkbox"/> Diploma in Public Relations |
| <input type="checkbox"/> Diploma in Community Development (available on DL) | <input type="checkbox"/> Diploma in Supplies & Logistics |
| <input type="checkbox"/> Diploma in Computer Science | <input type="checkbox"/> Diploma in Theology |
| <input type="checkbox"/> Diploma in Finance | <input type="checkbox"/> Diploma in Disaster Management |
| <input type="checkbox"/> Diploma in Information Technology | <input type="checkbox"/> Diploma in Forensic Science and forensic Psychology |
| <input type="checkbox"/> Diploma in Marketing Management | <input type="checkbox"/> Christian Ministries |
| | <input type="checkbox"/> Diploma in criminology and security management |

CAMPUS OF STUDY**Limuru Main Campus****Nairobi Campus****Nakuru Campus****Machakos Campus** Regular/Day Limuru Day Nairobi Day Nakuru Day Machakos Evening Limuru Evening Nairobi Evening Nakuru Evening Machakos Distance Learning Limuru Distance Learning Distance Learning Distance LearningAre you a graduate of St. Paul's? Yes No

If yes, when? _____ which programme _____

PERSONAL INFORMATION

Last (family) Name _____

Middle Name _____

First Name _____

Date of Birth _____

Citizenship _____

Country of Birth _____

Passport No*/ID No. _____

Sex: Female []Male []Marital Status: Single []Married []Divorced []Widowed []

Years of formal education in English _____ Level: Primary ____ Secondary ____ Post Secondary ____

Other Languages spoken or written _____

Do you have any disability? Yes [] No [] If yes state nature of disability _____**CURRENT ADDRESS**

Postal Address _____

Code _____

City/Town _____

Country _____

Telephone (Home) _____

(Office) _____

Email _____

Mobile(Applicant) _____

PARENT(S)/GUARDIAN

Name _____

Relation to applicant _____

Address _____

Telephone _____

Email _____

Mobile(Parent/Guardian) _____

RELIGIOUS AFFILIATION

Protestant

Denomination _____

Roman Catholic Hindu Africa Traditional Religion Muslim

Other Specify _____

For Divinity Applicants: Ordained To be ordained

EDUCATION INFORMATION

Please list all the schools, colleges, or universities previously attended (Do not list primary schools)

Name of Institution	Area of Study	Duration of Study	Certificate/Diploma/attained
_____	_____	_____to_____	_____
_____	_____	_____to_____	_____
_____	_____	_____to_____	_____

BOARDING FACILITIES (Main Campus Limuru)

Intakes:

January-April Semester full boarding Ksh.40, 650
September- December semester full boarding Ksh. 40,650
May- August semester full boarding Ksh.29, 810

Meals only:

One meal(Lunch, 10 O'clock and 4 O'clock tea) Ksh. 9, 600
Two meals(10 O'clock tea, Lunch, 4 O'clock tea and supper) Ksh.19, 200

Do you wish to Board with us:

Yes No

The link to the accommodation facilities: <http://www.spu.ac.ke/student-life/accommodation.html>

Transport for Limuru (Main Campus) only (Limuru town & Ruaka)

Need Transport: Yes No

If Yes, Kindly indicate the Location to be picked/dropped Limuru Town Ruaka

Time: 7:30 am (pick up); 4.00pm (drop off)

5.30 pm (pick up); 8.30pm (drop off)

ADDITIONAL INFORMATION

How did you learn about St. Paul's University?

- Newspaper Family/Friend Church Announcement University Prospectus
- T.V Website Radio Exhibition

Any other(specify)_____

Why do you wish to study through St. Paul's? (Give a brief account)

I certify that all information given is true and accurate to the best of my knowledge. False information may lead to dismissal if admitted.

Signature _____ Date _____

FOR OFFICIAL USE ONLY

Recommendation of Departmental Academic Board:

Recommended: Programme _____

Number of years One [] Two [] Three [] Four []

Not Recommended: Reason _____

Referred to _____

Head of Department's Signature _____ Date _____

Endorsed by Dean of Faculty _____

Dean's Signature _____ Date _____

Admission's Committee Decision

Approved: Programme _____

Number of years One [] Two [] Three [] Four []

Not Approved: Reason _____

Chairperson's Signature _____ Date _____

Action by Registrar _____ Signature _____ Date _____

Select the most convenient place for you to pick the admission letter

- 1. Main Campus Limuru
- 2. Nairobi Campus (Church House)
- 3. Nakuru Campus (next to ACK Cathedral)
- 4. Machakos Campus (ACK Building)
- 5. Posting Address: _____

Any Other(specify) _____

CHECKLISTS:

To be completed by the applicant: (please confirm that you have attached the below documents by ticking)

- All the details in the form are complete
- Bank slip of application fee (Ksh.1,000)
- Three recent coloured passport size photographs
- All Academic & Professional Certificates(A level or O level Certificate or Transcript is a Must)