



**APPLICATION FOR POST HURUMA CHILDREN'S HOME (HCH)
NGONG COLLEGE/UNIVERSITY SPONSERSHIP FUND.**

NOTES:

1. This form should be completed and returned to the Administrators Office **Huruma Children's Home P.O. Box 31-00208 Ngong Hills.**, or not later than.....
2. It should be completed in Block letters.
3. The applicant is required to fill all the relevant sections of this form.
4. Attach a copy of your **KCSE certificate/result slip** and **School leaving certificate**, and any other relevant Certificates and transcripts.
5. Attach a **Copy of National Identity Card or Passport or Birth Certificate** and an **Exit Certificate from Huruma Children's Home.**
6. All information given shall be treated with strict confidentiality and will not in any way prejudice an applicant's chance of Application.

SECTION A

PERSONAL INFORMATION

1. Name HCH Admission No.....
Surname and other names in full
2. Date of birth Gender: Female Male
3. Nationality I.D/Passport No.....
4. (a) Marital Status: Married Single
(b) If married, Spouse's name:
(c) Number of children and ages:
5. Contact Address
Telephone No: Email:
6. Names and addresses of **two** other people who can be contacted in an emergency:
a) Name.....Tel. No..... Relationship.....
b) Name.....Tel. No..... Relationship.....
7. If you have any academic records under another name, please indicate.
..... /
Former Last Name Former First Name

Note: The information given in numbers 8 – 12 below does not in any way prejudice your application

8. Do you have any health problems? Yes No If yes, specify
9. Do you have any physical disability that may require special attention? Yes No
If yes, specify
10. Do you drink alcohol, smoke cigarettes or take any kind of drugs? Yes No
If yes, specify
11. Have you ever gone through a counseling session? Yes No
If yes, specify
12. Have you ever been expelled from any school? Yes No
If yes, specify.....

SECTION B:

RELIGIOUS INFORMATION

13. a) Religious Affiliation: Christian Muslim Hindu Other.....
- b) If Christian, denomination: Catholic Protestant Other.....
- c) Name and Address of the Church you attend.....
- d) Name and Address of your Pastor
- e) Are you born again? Yes No
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SECTION C:

ACADEMIC BACKGROUND

14. (a) Primary and Secondary school (s) attended and qualifications obtained.

School Attended:

Primary	From (year)	To (year)	Qualifications Obtained
.....
.....
Secondary
.....

(b) Courses taken in tertiary institutions (give classifications of the awards e.g. Distinction, Credit etc.)

Institution Attended	From (year)	To (year)	Qualifications Obtained
.....
.....
.....

(c) State any other academic / professional qualifications or experience

.....
.....

(d) Extra-curricular interests: I participated in the following activities in High School /College: (tick as appropriate).

- Debate Drama Choir Athletics Football
- Basketball Netball Handball Rugby Music
- Christian Union Scout Girl Guide Other (Please specify below)

SECTION D

TO THE REFEREE:

The above named applicant has applied for higher education sponsorship to Huruma Trust Fund, and has given your name as a Referee. Please indicate your assessment of the applicant's qualities by placing a "tick" (✓) in the appropriate box. If you have not observed the applicant in a relevant context, please tick the 'Don't Know' column. You may give additional information on the other side of this form. You may give the form to the applicant in a **sealed, stamped and signed envelope** for him/her to return it back to the Huruma Trust Fund (HTF) office.

	Very Good	Good	Fair	Poor	Very Poor	Do not Know
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moral Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

15. a) Please give any general information you may have concerning the applicant's spiritual/moral life and ability to undertake University/College Education.

b) Do you know of any conditions of the applicant that may need special attention?

c) Additional Comments or Information

d) I have known the applicant for years.

e) I do I do not recommend the applicant for admission to the course applied for.

Full Name.....

Address:.....

.....

Telephone:..... E-mail:.....

Signature:..... Date:.....

Official Stamp:.....

SECTION E:

PERSONAL REFERENCES

16. a) Requirement applicable to ALL applicants.

Each applicant is required to forward the enclosed Confidential Personal Reference Form to their respective Pastor/Religious leader. It is important to forward the reference form/s to the referee/s immediately, as we cannot complete processing your application until your reference form/s are received at the HTF office. Please provide the following information on the person you have contacted for the Confidential Recommendation:

Name of Church Pastor /Priest/ Religious Leader.....

Title/Position:.....

Address:.....

Telephone..... E-mail.....

AGREEMENT:

The applicant must read and sign the statements before the College Fund Committee can consider this application.

The undersigned agree that:

1. The minimum time of service in Huruma Children's Home is one (1) year before joining an institution of higher learning or a tertiary college.
2. The beneficiaries of the funding must be exclusively children from the Home and must have completed their O'levels. However, special consideration will be given to children with special impairment problems as will be deemed worth by the management of the Board of Trustees.
3. Beneficiaries must be of good character and should adhere to the rules and codes of conduct of the Home and will always obtain approval from the management committee of the Fund and Home Management.
4. Access to funding will be determined by the academic qualifications from the O'level results.
 - First priority will always be given to those who will have scored any grade from **B-** (minus) and above, who shall have an automatic chance to pursue a degree program in either a public university or a private institution of higher learning.
 - Those who will have scored a grade within **C-** (minus) and **C+** (plus) will join a tertiary college.
 - Any grade below **C-** (minus) shall not be considered for access to the funds.
5. As per the terms of service in the Home as outlined above, members will be subject to any work as will be deemed necessary by the Huruma Board of Management. The following requirements will however be required before work commencement:
 - a) Possession of an Identity Card and Certificate of Good Conduct from the relevant government agency/institution.
6. Registration to the Fund is compulsory to anybody who will need the funding which will involve one reading and appending his/her signature to the rules and regulations which they must abide by prior to accessing the Fund.
7. As at the period of the initiation and coming into operation of the Fund, the following students are liable to the funds if we are able to commence on it:
 - a) JOSEPH KANYIRI.
 - b) DAVID OTIENO.
 - c) DAVID MBURU.
 - d) JAMES MBUGUA.
 - e) SAMUEL NJUGUNA.
 - f) MARY WANJIKU.
 - g) MOSES THIONG'O.
 - h) DANIEL KAMAU.
 - i) ANNE MACHARIA.
 - j) EZEKIEL MUTHEKI.

- k) MOSES NDUNG’U.
 - l) CATHERINE WAKINI.
 - m) JENNIFER WANJIKU.
8. Funding to the students will only be restricted to the attainment of the first degree and first diploma where the following applies:
 - a) Huruma Trust Fund may make such investigation and obtain such information as it may deem proper in connection with the application, and may treat as confidential all information submitted herein or which may otherwise be received by any source as its request in connection with the processing of this application for admission as permitted by Law.
 - b) I agree to abide by all Huruma College Fund rules and regulations.
 - c) I certify that all the information given in this application is complete and accurate to the best of my knowledge. I understand that this application cannot be processed if it has not been completed according to the instructions, and any deliberate falsification or omission of information may result in denial of admission or dismissal.
 9. As pertains to the giving of pocket/maintenance money while in university or college, the students who shall have been admitted in the regular program of the public universities will be given Ksh. 6,000 while those who will be enrolled in the private universities and parallel program will be given Ksh. 10,000. This is so because the government sponsored students in the regular program have their accommodation catered for within the public campus residential hostels while the students attending the private campuses will have to seek accommodation privately.
 10. Applications for the College Fund will strictly be yearly done from January to the end of March. Beyond that period, no other applications will be considered.
 11. There shall be a non-refundable application fee of Ksh. 500 which will facilitate the processing of the applicants papers and other logistics therein.

NAME (S) OF THE APPLICANT.....

SIGNATURE OF THE APPLICANT.....

DATE.....

APPLICATION CHECKLIST

Have you done the following?

- **Provided the Non-refundable application fee**
- **Completed and signed the form (please observe deadlines)**
- **Attached copies of relevant certificates and transcripts (Applies to all applicants)**
- **Attached a copy of School/College Leaving Certificate**
- **Attached a copy of the National Identity card**
- **Attached the four recent colored passport sized photos (Write your name on reverse side)**
- **Attached a signed copy of the Rules and Regulations**
- **Forwarded the confidential personal reference form/s to the referee/s and notified them of of the application deadline**

FOR OFFICIAL USE ONLY

i). Administrator

Date Application Received..... Application fee. Receipt No.....

Transcripts Reference Forms Photo Rules & Regulations

Comments
.....

NameSignature..... Date.....

ii). Huruma Trust Fund (HTF)

Qualified **Not Qualified** **Program**.....

Comments
.....

NameSignature..... Date.....

iii). DIRECTOR

Approved for admission **Not Approved**

Comments
.....

NameSignature..... Date.....

DECLARATION BY THE STUDENT

- 1. I declare that I have read and understood the Rules and Regulations conduct governing HTF College Fund.
- 2. I agree to abide by the Rules and Regulations governing HTF College Fund in totality.

NAME OF STUDENT

PROGRAM APPLIED.....

SIGNATURE..... **DATE**.....

WITNESS

NAME.....

SIGNATURE..... **DATE**.....