



KABETE NATIONAL POLYTECHNIC

P.O. BOX 29010 - 00625 NAIROBI. CELL: +254 790000001

info@kabetepoly.ac.ke

TRAINEE PERSONAL DATA CAPTURE FORM

PART I: PERSONAL PARTICULARS

1. Name: _____ ID No: _____
 Date of Birth: _____ Tel No: _____
 County: _____ Constituency: _____
 Location: _____ Nearest Police Station: _____
 Sub-location: _____ Village/Estate: _____
 Email Address _____ Religion _____
- 2 (a) Marital Status _____
 (b) Name and address of spouse _____
- 3 Father's Name _____ ID No: _____
 Deceased or Alive _____ Occupation _____
 Postal Address _____ Phone No: _____
4. Mother's Name _____ ID No: _____
 Deceased or Alive _____ Occupation _____
 Postal Address _____ Phone No: _____
5. Name(s) of brother(s), sister(s). State whether working or in school/college
 Name _____ College _____
 Name _____ College _____
 Name _____ College _____
6. Which of the following category do you belong? (*Tick where appropriate*)
 (i) Poor Households
 (ii) Internally displaced
 (iii) Arid & Semi-Arid Lands (ASAL)
 (iv) Rural/urban informal settlement

7. Give names and address of two persons who can be contacted in case of emergency

Name	Relationship	Address & Tel Number
1. _____	_____	_____
2. _____	_____	_____

8. Any other college(s) attended and qualifications attained:

9. Games/sports you are interested in;

10. Clubs/societies you are interested in:

11. Are you a person living with disability? Yes/No: _____
If yes, give details: _____

PART II: PARENT/GUARDIAN/SPONSORING ORGANISATION

12. I guarantee to pay fees for the trainee on time and as per the fee payment guidelines provided by the Polytechnic:

Name _____
Relationship _____ Occupation _____
Address _____
Phone No: _____
Signature Parent/Guardian/Sponsor _____

13. Tick one of the following hospitals where you would prefer the trainee to be taken in case of any illness requiring admission:

- | | |
|-------------------------|---------------------|
| 1. Kenyatta Hospital | 2. Nairobi Hospital |
| 3. Kikuyu Hospital | 4. M.P Shah H. |
| 5. Melchizedek Hospital | |

NOTE: The parent/guardian/sponsor will offset the expenses incurred upon admission in any of the listed hospitals.

DRESS CODE

You should dress decently at all times and stick to the dress code acceptable by the Polytechnic. The following forms of dressing are prohibited as long as you are involved in any trainee activity, within or outside the Polytechnic:

Female Students

Mini dress/ skirts, high slits, ripped jeans, see through, eyebrow studs/ rings, exposed cleavage, shorts, nose rings/ studs, backless dresses, low cut dresses, top and blouses, strapless dresses/ tops and spaghetti tops and leggings/ tights.

Male Students

Braids, firebuns, dreadlocks, ripped jeans, uncovered vests, piercings, unkempt hair, earrings/ studs and bare chest.

DECLARATION BY THE STUDENT

I _____ ID No: _____ declare that I will abide by **ALL** the Rules and Regulations governing the conduct and discipline of the trainees at Kabete National Polytechnic.

Signed _____ **Date** _____

Witnessed:

Parent/Guardian/Sponsor: _____ **Date** _____