



KENYA NATIONAL ASSOCIATION OF PRIVATE COLLEGES

Head Office: Kips College, Afya centre 11th Flr, Tom Mboya Street, Nairobi

P.O. Box 57961-00200, Nairobi. Tel: +254 786 577 554 or +254 712 379 353

email: kenapco@gmail.com

MEMBERSHIP FORM

This form should be filled in duplicate by the applicant for onward transmission to KENAPCO office. Ensure that you complete all sections of this form before returning to the Secretariat.

(Fill in the information in the spaces provided)

PART I: INSTITUTION'S INFORMATION

1. LEGAL NAME OF INSTITUTION:

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2. CONTACT ADDRESS

P.O. BOX..... CODE TOWN

Office Tel..... Mobile Tel.....

E-MAIL.....

WEBSITE.....

3. OWNERSHIP

Sole proprietorship Partnership Limited Company Other (Please tick where applicable)

4. PHYSICAL LOCATION

(i) County

(ii) Sub-county

(iii) Location/Town.....

(iv) Village/Estate/Street.....

(v) Building Name & Floor

5. REGISTRATION WITH THE MINISTRY

Is your institution registered with the Ministry of Education Science and Technology/TVETA?

(Please tick where applicable) Yes No

If yes, Provisional Full registration Reg. No.....

6. DETAILS OF COURSES OFFERED (LEVEL)

Artisan Craft Certificate Diploma Advanced/Higher Diploma

Others specify.....

7. PRIMARY CONTACT

Please supply information about the person who will be the primary point of contact with your institution (*this is the person who will receive information from the office*)

Mr./Mrs./Miss/Rev/Dr./Prof.....

Designation.....

Email

Telephone

Alternative person.....Designation

Tel.....

I.....on behalf of (*name of the institution*)declare that the information I have given above is true and I commit to be an active member of the association and abide to its code of conduct.

Sign.....Date & Official stamp.....

PART II: FOR OFFICIAL USE ONLY

KENAPCO OFFICIAL STAMP

Duly filled application form is to be returned to the secretary together with Ksh. 3,000 membership fee and monthly subscription fee.

Membership fee paid (KSH).....Membership number.....Receipt number:.....

Treasurer.....Sign.....Date.....

Chairperson.....Sign.....Date.....

BANK DETAILS:

Please make all payments through:

**KENYA NATIONAL ASSOCIATION OF PRIVATE COLLEGES (KENAPCO)
EQUITY BANK – MOI AVENUE BRANCH-NAIROBI A/C NO: 0470264101629**