



APPLICATION FORM

UMMA UNIVERSITY STUDENTS' SUPPORT PROGRAM (UOSSP)

**TO BE COMPLETED BY ALL STUDENTS APPLYING FOR PARTIAL SCHOLARSHIP
(CATEGORY B) OR INTEREST-FREE STUDY LOAN (CATEGORY C)**

Category of Financial aid applying for (please tick as appropriate)

1. Partial Scholarship

2. Interest-free study loan

Applicant must have attained cut-off points as listed below

Study Program	Partial scholarship	Interest-free study loan
Bachelor of Arts in Islamic studies/Sharia	KCSE mean grade of B- OR Thanawi examinations with an "excellent grade" (86-94% marks)	Must have attained the entry grade
Bachelor of Business Management, Bachelor of Science in Nursing, Bachelor of Science in Computer science	KCSE mean grade of B plain and above or Diploma (Distinction 80% and above)	Must have attained the entry grade

Kindly fill in and submit **TWO SETS** of each of the following: (1)Application form, (2) Requirements.

A - Students		Please Tick
1	Curriculum Vitae (CV)	
2	Copy of your Form 4 certificate/ other relevant certificates	
3	School leaving certificate	
4	University Admission letter for your Bachelors program and Fee structure.	
5	Copy of ID	
	6.Copy of KRA pin	
	7. Two colored passport size photo	
8	Write 300 words about yourself and justification for the soft loan (Hand written)	
B -Parent/Guardian		
1	Copy pf ID, Copy of KRA pin & Two colored passport size photo	
In addition to the above, the person paying the loan to provide the below:		
1	Employment letter (if employed) or Business Registration Documents (if self-employed)	
2	Bank statement for the last 6 months,	
3	Three recent Pay Slips,	
4	A copy of credit reference bureau report.	
5	2 Guarantors,	
6	And/or Loan security: Title Deed, Car Log Book where applicable.	

N.B.

- If you are successful, you will be required to sign a contract with our lawyer and pay Ksh 2,500 legal fees. The fee is payable only once.
- If you are successful you will start paying back the loan at the end of the same month after the disbursement of the first semester fees.
- Fees will be directly transferred to the university account.

<p><u>FOR OFFICIAL USE</u></p> <p>Received and Confirmed by:Date/Stamp.....</p> <p>Verified by:</p>
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A. Student Personal Details			
1. Full Name as per ID:			
2. Nationality:		3. ID/Passport No.	
4. Date of Birth:		5. Marital Status:	
6. No. of Children:		7. Telephone No.	
8. KRA PIN:		County:	
9. Postal Address:		P. O. Box	
10. Social media accounts			
11. Residential Address:			
12. Permanent Home Address:			
13. Email Address:			
B. Educational Qualification:		Specialization:	
Level	Name of school	Period	Grade attained
<i>a. Primary School</i>			
<i>b. Secondary School</i>			
<i>c. Post-Secondary</i>			
C. Details of the Father/Guardian			
1. Name of Father/Guardian			
2. Date of Birth		2. ID No.	
4. KRA PIN No.		5. Telephone No	
6. Email address			
7. Residential Address (provide map)			
8. Place of work			
9. If father has any form of disability please specify			
D Details of the Mother			
1. Name of Mother			
2. Date of Birth		3. ID No.	
4. KRA PIN No.		5. Telephone No	
6. Email address			
7. Residential Address (provide map)			
8. Place of work			
9. If mother has any form of disability please specify			

D. Employment Details (For the person paying - Student/Parent/Guardian)

1. Name			
2. Name of employer			
3. Employment Position			
4. Employer's Address:		6. Tel No.	
7. Type of Contract:		8. Years Worked:	
9. Net Pay:			
10. Immediate Supervisor Stamp by Human Resource Manager Name: Sign:	1.Name:		
	2.Telephone & Email		
	3.Position:		
	4.Signature		

E. Financial Details (For the person paying - Student/Parent/Guardian)

1. Name of Your Bank:		2. Branch:	
3. Account No:		4. Type of Account	
5. Any Bank Loans:	Yes/No:	6. Amount:	
7. Amount of Loan Outstanding:		8. Monthly Repayments:	
9. Other Loans:			

F. AEDT Loan Details

1. Area of Study:		2. Degree Type:	
3: Amount Applying for:		4. Repayment Period:	(Months)
5. Loan security (Collateral /Guarantor)		6. Value of Collateral:	
7. 1st Referee: (Spouse) Name: _____ Contacts: _____ Email Address: _____ Place of work: _____	8. 2nd Referee: (Colleague at work/Business) Name: _____ Contacts: _____ Email Address: _____ Place of work: _____		
9. 3rd Referee: (Any other person) Name: _____ Contacts: _____ Email Address: _____ Place of work: _____	10. How did you hear about Us? _____ _____		

G. Budget Planner (To be filled by the applicant if paying or by parent/ guardian)

Monthly Income:		Monthly expenses:	
1. Net salary:		1. Household expenses	
2. Business Income:		2. Rental expenses	
3. Other income:		3. Transport expenses	
		4. Other expenses	
Total Income (I):		Total Expense (E):	
		<i>Surplus/Deficit(I -E)</i>	

H Details of Siblings (Provide information of siblings who are still studying)

Name	Institution / School	Level of Study	Yearly Fees

I. Recommendation by the Local Chief

I confirm that Is a resident of my location in County. I further confirm that he is of good moral conduct, and an active member of the community.

Signed /stamped by:

Chief: **Date:**

J. Recommendation by the Local imam

I recommend for the Soft loan program. He/she is of good moral standing, and actively contributes to the Community activities.

Signed by:

Imam.

Date: Contact: _____

I. Terms and Conditions

1. I hereby declare that the above particulars and information availed above is true to the best of my knowledge and the same shall form the basis of any arrangement for the financial aid.
2. The loan shall be repaid without interest.
3. AEDT retains the right to evaluate all financial aid applications. This application is not a guarantee that the financial aid (partial scholarship or loan) shall be approved.
4. In the event that the applicant discontinues studies for whichever reason before full disbursement is made, AEDT shall not disburse the remaining allocation and shall recall the loan so far advanced in full.
5. The loan shall be repaid in equal monthly instalment. and repayment shall commence immediately fees is disbursed to the University
6. The applicant is free to make early payments of the loan advanced.
7. If an applicant defaults in repayment when the loan is due, the whole amount shall become due and payable and the loan beneficiary shall be bound to pay all other charges that may arise as a result of the default including but not limited to the recovery fees.
8. The signature of the applicant shall certify the reading, understanding and being in agreement with the terms and conditions herein.
9. No loan shall be disbursed unless loan agreement is duly signed, and the loan is properly secured through provision of collateral or acceptable guarantors.
10. The applicant herein agrees that the tuition shall be paid directly to the school accounts on his behalf and a copy of the remittance provided to him.
11. The applicant shall ensure that they attend all classes as designated by the University;
12. That applicant shall ensure that they enroll for all the course units required to complete each academic year.
13. The student undertakes that they shall continue to be enrolled at the university and shall not do anything that may result in either expulsion, suspension and/or discontinuance from the course
14. The bank charges for the transfer will form part of the soft loan

Applicant's Declaration

I certify that the details given above are true to the best of my knowledge.

Signature: _____ **Date:** _____

NOTE: Upon review of your documents, you will be called for an interview. **Please carry your original documents**