

## APPLICATION FORM

Application Form No:

The KTDA National Tea Scholarship is a programme run by the KTDA Foundation to improve access to secondary education for bright and financially challenged students and to enhance the quality of education and lifelong learning.

KTDA Foundation has so far sponsored 898 students through secondary school..

### To be eligible for consideration, the applicant must:

- Be a Kenyan citizen.
- Have sat for the Kenya Certificate of Primary Education (K.C.P.E) examination in 2021 in a public primary school that is recognized by the Ministry of Education in Kenya and obtained a minimum of 350 marks.
- Be from a needy family.
- Be from any of the 70 KTDA-managed tea factory catchment areas.
- Successful applicants will be required to keep good grades in high school.

### Interested students should fill and submit the KTDA Tea Scholarship Application Form and provide:

- A certified copy of KCPE result slip.
- Relevant documentation as outlined in the application form.
- Copy of birth certificate.
- Copy of Form One admission letter (whereas the application form can be submitted without this, the candidate **MUST** provide a copy of the Form One joining instructions as soon as available).
- Evidence of being an orphan where applicable.

This application must be completely filled in, and directions clearly followed. Incomplete forms or forms containing false information will be rejected. Provide the required information in the space provided only.

Please fill this application and submit a hard copy to the Factory Unit Manager at the nearest KTDA-managed tea factory.

The student's parent, guardian or sponsor should fill all the relevant sections and provide supporting evidence where applicable ( e.g proof of income, death certificate etc.) All parts of the form must be submitted to the Factory Unit Manager with supporting documentation by **Friday 28<sup>th</sup> May 2021**. Late applications will not be considered.

## PART 1 - PERSONAL INFORMATION

Name:

Surname: ..... First Name: ..... Middle: .....

Date of Birth:  Gender : Male  Female   
(dd/mm/yyyy)

Postal Address: ..... E- mail:.....

Physical Address: County: ..... Constituency:.....

Phone number:

**PART 2 - EDUCATION INFORMATION**

KCPE marks:  Year:

Primary School: .....

Postal Address: .....

Head Master/Mistress Name:..... Phone number:

**PART 3 - FAMILY INFORMATION**

**Father's / Guardian's Name:**

Surname: ..... First name:..... Middle:..... Age:.....

**Mother's / Guardian's Name:**

Surname: ..... First name:..... Middle:..... Age:.....

Are your parents: Married  Single  Divorced  Widowed

Mother alive? Yes  No  Father alive? Yes  No

How many siblings (brothers and sisters) do you have?  Are you 1st, 2nd... born?

How many of your siblings are still in school? Primary:  Secondary:  University:  Other Tertiary Institutions:

Father's / guardian's Highest Level of Education (Write none if no education)

..... Mobile number:

Mother's / guardian's Highest Level of Education (Write none if no education)

..... Mobile number:

**PART 4 - PARENT'S INCOME INFORMATION**

Parent's total annual income: Kshs

Grower number  (where applicable) Buying Centre: .....

KTDA Factory:.....

**Father's / Mother's / Guardian's Occupation:**

Business person  Retired  Farmer  Professional  Unskilled

Total annual income: Kshs  Other, Specify .....

Name & Address of Father's / Mother's / Guardian's Employer or Last Employer (if applicable):

.....

**PART 5- FAMILY INCOME AND BUDGET**

	Amount in Ksh.
<b>Income per Month</b>	
Father's salary/ business	
Mother's salary/ business	
Tea earnings	
Other sources (specify)	
Total Income	

<b>Expenditure per month</b>	
Food, clothing etc	
House rent	
School fees for all children (Annually)	
Loans	
Medical	
Others (specify)	
Total Expenditure	

What is your total need for which you are requesting assistance? Kshs

Have you applied for financial assistance for your secondary education?

CDF Assistance? Yes  No

Other Scholarships? Yes  No

What is the status of your application? .....

If yes, please state which one(s) requested and amount: .....

.....

State briefly why you should be considered for this scholarship

**Applicant's declaration:**

I, ..... confirm that all the information provided is true and correct. I accept responsibility for any information found to be false / misleading. I authorize KTDA Foundation to obtain any further information required to use and release information regarding my application to the scholarship program for the sole purpose of vetting this application by the factory board and management.

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

**Parent / Guardian declaration:**

I, ..... confirm that all the information provided is true and correct. I accept responsibility for any information found to be false / misleading. I authorize KTDA Foundation to obtain further information required to use and release information regarding my child's application to the scholarship program for the sole purpose of vetting this application by the factory board and management.

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

Name: ..... ID No:.....

Relationship to applicant (father, mother, guardian etc) .....

Address:..... Mobile number:.....

**Head teacher / Religious Leader / Area Chief / Assistant recommendation**

I have read the information provided by the applicant and parents/ guardians in this form. Based on the knowledge I have of the family and applicant I make the following recommendation;

1. Head Teacher:.....  
 .....  
 .....

Name:.....

Address:.....

Mobile number:.....

Signature and Stamp:.....

2. Religious leader/Pastor/Priest/Imam:.....  
 .....  
 .....

Name:.....

Address: .....

Mobile number:.....

Signature and Stamp: .....

3. Area Chief /Assistant:.....  
 .....  
 .....

Name:.....

Address: .....

Mobile number:.....

Signature and Stamp: .....

**PART 6- FOR OFFICIAL USE ONLY**

What is the committee's recommendation?

Approved: Yes  No

Comments: .....

.....

Name of selection committee chairman:.....

KTDA Factory:.....

Signature:.....