



**INSTITUTE OF  
ADVANCED  
TECHNOLOGY**

P.O. BOX 20653,00200, Nairobi  
Tel:2308872 - IAT Campus Thika Road  
Tel:4455000-IAT Campus Westlands  
Tel:34011/2-IAT School of Business  
Email:registrar@iat.co.ke



## APPLICATION/REGISTRATION FORM

(To be completed in Duplicate)

Month and Year of admission: \_\_\_\_\_

Surname: ..... Title (Mr./Miss).....  
 Other Names: ..... Sex (M/F).....  
 Permanent Address: .....  
 Contact Address: .....  
 Telephone - Landline: ..... Mobile: .....  
 Fax: .....  
 Email: .....  
 Date of Birth ..... Nationality: .....  
 ID/Passport No: .....

Affix a recent  
photograph  
here

### EDUCATION

SCHOOLS/COLLEGES ATTENDED	DATES		QUALIFICATION
	From (year)	To (year)	

**NB/Attach certified copies of the relevant certificates**

### Other Academic or Professional Qualification

(Start with current)	DATES		Overall Grade
	From (Month/Year)	To (Month/Year)	

**Course applied for: Tick as appropriate**

DICTM	<input type="checkbox"/>	IDCS	<input type="checkbox"/>	DBA	<input type="checkbox"/>	DBICT	<input type="checkbox"/>	EBCL	<input type="checkbox"/>	MATHEMATICS	<input type="checkbox"/>	HDBME	<input type="checkbox"/>
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**RELEVANT WORK EXPERIENCE** (please tell us what sort of work you have done and for how long)

EMPLOYER (Start with current)	DATES		Nature of Work
	From (Month/Year)	To (Month/Year)	

**SPONSORSHIP**



Sponsor (self, parent, organization): .....  
 Sponsor's Address: .....  
 Sponsor's Tel:..... FAX: .....  
 Email: .....

**TERMS AND CONDITIONS OF ADMISSION**

1. Course fees must be paid in accordance with the fee schedule.
2. Any student who abandons studies after the first one week of a semester will not be entitled to any refund of fees paid.
3. A student who abandons studies within the first one week will be refunded 50% of fees excluding registration fees.
4. A student who withdraws after paying fees and before commencement of classes will be charged 20% of the semester fees.
5. A Kshs. 2,000 service fee will be charged on all returned cheques.
6. The Maseno/IAT accepts no liability whatsoever for any injuries inflicted during the course of training.
7. The Maseno/IAT does not accept any liability for loss or damage to any property brought or left on the premises by students.
8. Students will be charged for any damages caused to equipment by their negligence.
9. Certificates will only be awarded after the fulfillment of all the course requirements.
10. Fees payments will be in form of bankers cheques only addressed to Institute of Advanced Technology(IAT) or direct deposit to IAT's Account: **Institute of Advanced Technology, Standard Chartered Bank, Kenyatta Avenue, Account Number: 0102094743604**
11. Adherence to all rules and regulations governing students at the IAT Campus,

**EMERGENCY**

In case of emergency, who should be contacted?

Name: ....., Telephone:....., Relationship: .....

**DECLARATION**

I, ....., declare that the information given in this application form is correct. I further certify that I have read, understood and agreed to comply with the terms and conditions of admissions stipulated here in.

Sign:.....

Date: .....

**FOR OFFICIAL USE ONLY**

EMPLOYER (Start with current)	DATES		NATURE OF WORK
	From (Month/Year)	To (Month/Year)	

**STUDENT REGISTRATION NUMBER:** \_\_\_\_\_

**SIGN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

