



REGISTRAR (ACADEMIC AFFAIRS)

INTER-PROGRAMME TRANSFER FORM

Instructions

1. ONLY seek for a transfer into a degree programme that you qualify for admission in terms of subject requirements and cut-off points (COP).
2. You must have an admission letter for a specific school (which must be attached to this application).
3. This form should be returned to the **Office of the Registrar Academic Affairs** on or before the expiry of deadline.
4. Forms received after the deadline shall not be considered or processed.
5. You will be disqualified if you submit application for transfer into more than one degree programme.
6. It is a criminal offence which shall lead to disciplinary action and may further lead to criminal proceedings in the court of law if you give any falsified information including your KCSE Results.

A: CANDIDATE'S INFORMATION

Name of the candidate Adm. No.....

School Admitted..... Programme.....

School which you would like to be transferred to:..... Programme which you would like to be transferred to:.....

KCSERESULTS*

No	SUBJECT	GRADE	POINTS
1			
2			
3			
4			
5			
6			
7			
8			
	Mean Grade/Total		

** Attach a copy of result slip*

I declare that I have read and understood the instructions herein and that the information I have given in this form is true and correct

Student's Signature.....Date.....

NOTE: Successful candidates shall be issued with readmission letters while those whose applications are rejected will remain in the school/programme initially admitted to.

C: FOR OFFICIAL USE ONLY

School, the student was initially admitted

Dean(Sign).....Approved Not Approved Date.....

School ,the student wishes to transfer to

Considered by the school of

Dean(Sign).....,Approved Not Approved Date.....

Admissions, to compute

Mean Grade:RCP..... WCP..... Qualified to transfer? YES NO

Name..... Sign.....

Deans Committee Approved Not Approved

Chairman (Deans Committee)..... Date/...../20.....