



**AFRICA
INTERNATIONAL
UNIVERSITY**

Address: P.O. Box 24686, 00502 .Karen, Nairobi, KENYA

Tel: +254(0)20 2603663/4

Admissions Hotlines: +254 725 841885 +254 707 930 076

Email: admissions@africainternational.edu

info@africainternational.edu

Website: www.africainternational.edu

AFRICA INTERNATIONAL UNIVERSITY COVER LETTER/GENERAL INFORMATION

Dear Applicant,

Greetings from the Africa International University Community! We pray the best for you as you begin your journey in pursuit of higher learning and indeed thank you for choosing A.I.U.

In line with our Mission: 'To educate Christ-centered leaders for the transformation of God's people and world through innovative programs, research and community engagement', A.I.U is committed to providing an academic, social and spiritual environment where good character and integrity can flourish, where community is important and where you can acquire the knowledge and skills you need for competency in your career.

The university intakes are in September, January and May every year. Applications are received and processed throughout the year. Note that our main intakes for regular/fulltime study mode and evening classes are in **September, January and May**. For the school based applicants, we have admissions in **April, August and December**. Ensure you have submitted your application forms **latest 2 weeks before** Semesters commence. Ensure you have submitted your application forms latest 2 weeks before Semesters commence. The completed application can be submitted through the admissions email or hardcopies dropped at the Karen, Main campus.

Be sure to **include the following**: -

- Completed application form (FILL IN ALL THE FIELDS. PLEASE NOTE THAT INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED)
- Application fee is deposited in the university bank account provided in the application form. A bank slip is presented with the application. Please note that cash shall not be accepted. (Ksh. 1000 for Diploma and Certificate applications) Application fee is a non-refundable charge.
- 2 recent passport photographs of the applicant with his/her full name written on the reverse side of the pictures. Please do not staple or glue the pictures onto this form.
- Copies of secondary and post-secondary certificates and transcripts (INCLUDING LEAVING CERTIFICATES) – This includes proof you have done English for those from Non-English speaking countries.
- Recognition and Equation of qualifications (R.E. Q) certificate (for foreign certificates only). To be done through the Kenyan Government.
- Copy of National ID card/Birth certificate /passport bio-data page
- Those applying for Diploma in Theology and Certificate in Theology must additionally submit a personal biography/testimony document.
- All foreign applicants will be required to apply for Kenya Pupil's Pass (KPP) once admitted

Note if you are from a Non-English Speaking Country: All documents must be translated to English. The Ministry of Education of your country should certify the translated documents. Please attach a copy of both the translated certificates and the original version (copy).

Classes only set on attainment of set quorum numbers.

It is our pleasure to facilitate a smooth entry process into A.I.U. for you. Do not therefore hesitate to communicate any concerns or needs you may have in connection with the same. We wish you all the best as you seek to better yourself academically. Thank you for choosing A.I.U.

Best Regards,

The Admissions Office

NB: AIU is a Chartered Christian Institution, sponsored by the Association of Evangelicals in Africa (AEA). It does not discriminate against other faiths. However, students must agree to support and uphold the moral and ethical standards at AIU as stated in the AIU Code of conduct which signed by the student upon admission.



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**DIPLOMA AND CERTIFICATE APPLICATION FORM
ALL PARTICULARS ON THE FORM MUST BE FILLED**

PERSONAL DETAILS

FULL NAME: _____
Family/Sir (Last) First Middle

Name(s) on previous records, if different from above _____

DATE OF BIRTH: _____ **GENDER** (Tick) Male Female
(Date) (Month) (Year)

NATIONALITY: Born in (country) _____ Nationality: _____

Passport No: _____ ID No. (Kenyas) _____

County of Birth (For Kenyans) _____ **Region of Birth (For Internationals)** _____

MARITAL STATUS (Check One):

Single Engaged Married Widowed Divorced Remarried

If you have been a student at A.I.U /NEGST, please indicate your former student number _____

CURRENT CONTACT DETAILS

Postal Address _____ Code _____
City/Town _____ Country _____
Telephone (Office) _____ Mobile _____
Email _____ other email _____

NEXT OF KIN/GUARDIAN (to be contacted in case of emergency)

Name _____ Relationship to applicant _____
Address _____ Telephone _____
Email _____ Mobile _____

RELIGIOUS AFFILIATION INFORMATION

Please indicate your current religious affiliation
Christian Denomination: _____
Other Specify _____

FINANCIAL INFORMATION

How do you plan to finance your studies at AIU? (Please tick as appropriate)

Self Parent/Guardian Sponsorship Employer Other _____

Current Occupation _____

ADDITIONAL INFORMATION

How did you learn about Africa International University? (*Please tick [√] as appropriate*)

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> AIU Website | <input type="checkbox"/> Exhibition & Recruitment fairs | <input type="checkbox"/> Facebook |
| <input type="checkbox"/> Television/ Radio | <input type="checkbox"/> Career Day Events | <input type="checkbox"/> Twitter |
| <input type="checkbox"/> University flier | <input type="checkbox"/> Family/friends | <input type="checkbox"/> AIU Open day |

If you can, please indicate the name of the person who introduced/recruited you to

A.IU _____

2. ENROLLMENT INFORMATION: PLEASE SELECT YOUR PROGRAM OF CHOICE

Select your preferred intake:

December/January April/ May August/September Intended Year of Entry _____

Please indicate the program you wish to pursue at AIU (Tick [√] one)

- Diploma in Theology
- Diploma in Business Management
- Diploma in Human Resource Management
- Diploma in Wholistic Ministry
- Diploma in Wholistic Community Development
- Diploma in Linguistics
- Diploma in Purchasing and Supplies
- Diploma in Information Technology
- Diploma in Program Monitoring and Evaluation
- Diploma in Social Work and Community Development
- Diploma in Development Studies
- Diploma in Counselling Psychology
- Diploma in Education -Primary Teacher Option (IT/ Mathematics/English /Social Studies /CRE)
- Certificate in Theology
- Certificate in Information Technology

Preferred mode of study (Tick [√] one)

- Full time at AIU Karen Campus
- Holiday Classes at AIU Karen Campus.
- E-Learning Courses
- Other.....

Note:

- Classes begin on quorum attainment
- Holiday classes are block courses for 3 weeks every August, December and April only for Education.

3. PREVIOUS EDUCATION

<u>INSTITUTION</u>	<u>DATES</u>		<u>CERTIFICATE, DIPLOMA or DEGREE OBTAINED</u>			<u>DATE OF AWARD</u>
	<i>From</i>	<i>To</i>	<i>Name of cert. and final grade</i>	<i>Yes</i>	<i>No</i>	

You must send copies of Certificates and Result slip you hold from all of the above institutions

NB: If you have been denied admission to, been dismissed from, or been on disciplinary probation at any college, university, seminary or employment, please include an explanatory statement.

Do you intend to reside within the A.I.U campus? Yes _____ NO _____

In signing this application, I promise, if accepted as a student, to be subject to rules and regulations of AIU.

I declare that all statements on this application are true to the best of my knowledge

SIGNATURE OF APPLICANT: _____ DATE: _____