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**TECHNICAL AND VOCATIONAL EDUCATION
AND TRAINING AUTHORITY**

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NAIROBI

Tel.: +254 20 2392140
Email info@tvetauthority.go.ke
registration@tvetauthority.go.ke
Website: www.tvetauthority.go.ke

**APPLICATION FORM FOR APPROVAL AS A TRAINER OF TVET INSTITUTION UNDER
THE TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (TVET)
ACT, 2013**

*This form should be filled be duly filled in duplicate by the applicant, the original placed in a labeled spring
file and forwarded to the Director General at TVETA headquarters.*

PART 1

I,

(Give full name in block letter)

ID. No./Passport No.....(attach a certified copy) of

P.O. BoxTelE-Mail

hereby apply on for registration and licensing as a TVET trainer in accordance with Part IV sections
18(v) , 23 (1) and Second Schedule section 4 of the TVET Act, 2013.

2. QUALIFICATIONS AND EXPERIENCE

(i) Qualifications

YEAR	INSTITUTION NAME	COURSE TITLE	LEVEL	EXAMINING BODY

NB: If space provided is inadequate, attach a separate list

Attach certified copies of certificates listed

(i) Relevant Work Experience

YEAR	PLACE OF WORK	POSITION HELD	ACHIEVEMENTS

NB: If space provided is inadequate, attach a separate list

(ii) Training Areas

3. PERSONAL REFEREES

Give the name, address and status of two persons (not a relative) to whom reference can be made.

- (i) Name.....
Occupation.....Tel.....
P.O. Box.....Code.....Town.....
Email.....

- (ii) Name.....
Occupation.....Tel.....
P.O.Box.....Code.....Town.....
Email.....

4. DECLARATION BY THE TRAINER

I hereby declare that I have read the Technical and Vocational Education and Training Act No. 29 of 2013, the Sessional Paper No. 14 of 2012 on Reforming Education and Training, and hereby confirm that I will train in accordance with the provision of the law and related regulations.

I also understand as per the provisions of PART IV Article 17(2) and 23 (1) that it is an offence, punishable by law to offer training in Kenya unless the trainer has been registered and licensed under the TVET Act No. 29 of 2013

I also declare that to the best of my knowledge the information provided in this form is true and correct.

Full Name Signature Date.....

TO BE COMPLETED BY THE TVETA DESK OFFICER

6. EVALUATION OF APPLICATION DOCUMENTS BY THE DESK OFFICER-TVETA

I hereby declare that I have scrutinized the application form and the supporting documents, and I am satisfied the applicant:

- Has met the conditions to be registered as a TVET trainer
- Has NOT met the conditions to be registered as a TVET trainer

I hereby do not / recommend the applicant to be registered as a TVET Trainer in accordance with section 23 (1) of the TVET Act, 2013

Name

Signature

Date and Stamp.....