



**MINISTRY OF EDUCATION
STATE DEPARTMENT OF EARLY LEARNING & BASIC
EDUCATION**

DOCUMENT "A"

**APPLICANTS' REGISTRATION FORM FOR UPGRADING OF PTE
AND ECDE CERTIFICATE TO DIPLOMA**

THIS FORM SHOULD BE FILLED BY THE APPLICANT IN THE PRESENCE OF THE OFFICER
IN-CHARGE

PART 1 – PERSONAL DETAILS

1. FULL NAMES IN BLOCK LETTERS _____
2. GENDER: _____
3. DATE OF BIRTH _____
4. IDENTITY CARD NO. _____
5. CONTACT ADDRESS _____
6. MOBILE NUMBER _____ e-mail (if-any) _____

PART 11 – EDUCATION BACKGROUND

- (a) Last Secondary School attended: _____
From: _____ To: _____
- (c) KCSE Certificate Number _____ Year _____
- (d) Index No. _____
- (e) Mean Grade _____
- (f) TTC ATTENDED _____
- (g) YEAR GRADUATED _____ Grade _____
- (h) TSC NO.

PART III – COURSE APPLIED FOR (Tick as appropriate)

- a) DPTE
- b) DECTE

PART IV – DECLARATION BY THE APPLICANT

Do you have any disability? YES/NO _____

If yes, state the nature of disability _____

I certify that the particulars given on this Form are correct to the best of my knowledge.

Signature of the Applicant _____

Date _____

PART V – DECLARATION BY THE SCDE

I certify that the particulars given on this form are correct.

Full Name _____

Signature _____

Official Rubber Stamp _____

Date _____

NOTE

1. Certified copies of the following documents must be attached to this form:
 - (i) PTE Certificate/ECDE Certificate
 - (ii) Two years academic transcripts
 - (iii) A college Leaving Certificate.
 - (iv) KSCE Certificate
 - (v) Two recent passport size photographs
 - (vi) identity card (both sides)
 - (vii) TSC Registration Certification
2. A letter as evidence of adherence to positive moral values and good behaviour.
3. It is an offence to give false information.