

**THE KITALE NATIONAL POLYTECHNIC**

**P.O. BOX 2162, KITALE TEL. 2380086, 0721379304, 0780379304 Email:** **kitalenationalpolytechnic@gmail.com****Website:**[**www.kitalenationalpolytechnic.ac.ke**](http://www.kitalenationalpolytechnic.ac.ke)

**RECOGNITION FOR PRIOR LEARNING**

**APPLICATION FOR A QUALIFICATION**

**Section A: Personal Details**

Please write in **BLOCK LETTERS**

|  |  |  |  |
| --- | --- | --- | --- |
| Surname Name |  | Other Name |  |
| Gender |  | Age |  |
| Email Address |  | Mobile No. |  |
| Admission Number |  | Date |  |
| ID/Passport Number |  |  |  |
| Any Disabilities |  |  |  |

**Section B:**

I am applying as a :( tick appropriate box)

* New Student (New Applicant)
* Currently Enrolled Student
* International Student

**Section C: qualification Details**

|  |  |
| --- | --- |
| Occupation you are seeking recognition in (Confirm the qualification you wish to apply for e.g. Joinery and Cabinet Making Services, Front Office Operation etc. |  |

**Section D: CURRENT EMPLOYMENT STATUS**

|  |  |
| --- | --- |
| Are you currently employed?  | Yes [ ] No [ ] |
| In which industry? |  |
| Who is your current employer? |  |
| What is your current occupation? |  |

**SECTION E: EDUCATION AND TRAINING PROFILE**

Applicant must enter particulars of certificates, diplomas which you have received, including formal courses, short courses attended, in-services training, workshops etc. Attach any certified copies of your certificates/diploma relevant to a qualification applied for.

Kindly indicate your highest education/training level

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**Section f: REGISTRATION REQUIREMENTS (POEs)**

Please provide the following evidences:

1. An employment history detailing position descriptions and letters/documentations of support from immediate supervisors
2. Awards/ Certificates received from voluntary or work undertaken
3. Contributions to the community or activities which are relevant to course selected course e.g., Photos, videos, recommendations
4. Any other relevant achievements

Use the following format to submit the poes

1. Cover page (Name, contacts, qualification applying for, institution etc.)
2. Table of content
3. Letter of introduction
4. Certified copy of id, academic documents etc.
5. Resume(cv) (details of experience you possess and academic background)
6. Evidences for each learning outcome (Include pictures, videos, testimonials, recommendation letters, Employment letters, quotations, etc.)

**NOTE**

RPL assessment shall be done as per the KNP RPL and Academic policies in posted our website

Thank you for choosing Kitale National Polytechnic.

**DECLARATION**

I declare that the information contained in this application is true and correct and that all documents are certified (where applicable).

**Candidate’s Signature…………………………………. Date…………………………..**