



The Branch Manager,
Bank of Baroda (Kenya) Ltd,
..... Branch,
.....

Please paste a recent photograph of student

Dear Sir,

My/our son/daughter has secured admission to course conducted by School/ University / College/ Institute located at for his/her education we request you to provide us financial assistance of Kes. (Kes.) the details of which are as given in this request application.

We undertake to repay the loan in monthly installments beginning from (month) starting after -1- year after the course period or -6- months after the borrower (student) getting the job.

Please complete all sections in BLOCK LETTERS and tick boxes wherever applicable.

(A) PARTICULARS OF THE STUDENT:

Name: Date of Birth:

DD	MM	YYYY
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 Age:

Address:
(Overseas address if student going for overseas studies)

PIN No: Passport No: ID/Huduma No: Nationality:

Telephone: Mobile No: Marital Status: Religion:

Life Insurance Policy details (if any):

EDUCATIONAL DETAILS: (Please enclose mark/grade sheets/transcript of the examination passed)

Examination	Institution/University from which passed	Year Passed	Number of attempts	Percentage of marks	Class obtained	Specialization if any
Primary						
Secondary						
University						
Post Graduation						
Any Other *						

PARTICULARS OF SCHOLARSHIPS / PRIZES WON FOR ACADEMIC DISTINCTION:

Examination	Specify the academic distinction for which the scholarship prize was awarded	Name of the scholarship prize	Amount of scholarship Kes.	Duration of scholarship	
				From	To

PURPOSE OF THE LOAN:

(Kes. in '000)

Required for	Fee Payable To College/ School/ Institution	Examination/ Library/ Laboratory Fees	Cost Of Books/ Equipments/ Instruments/ Uniforms	Lodging/ Boarding	Others	Total Expenses
1 st Year						
2 nd Year						
3 rd Year						
4 th Year						
5 th Year						

SOURCE OF FINANCE: DETAILS OF SCHOLARSHIP / LOANS / OWN FUNDS

	Loan Amount	Own Sources	Scholarship	Total
1 st Year				
2 nd Year				
3 rd Year				
4 th Year				
5 th Year				

(B) GUARDIAN'S / PARENT'S/GUARANTOR'S PARTICULARS:

(If guardian & guarantor are different separate sheet showing these particulars for each to be obtained)

Name : Relationship with Student:

Date of Birth:

DD	MM	YYYY
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 Age: PIN/HUDUMA No.:

Driving License No: Passport No(If any):

Residential Address (For Correspondence - with proof of residence)

PO BOX Telephone: Mobile No:

Permanent Address:

PO BOX Telephone: E-Mail:

Whether residing in Own/Rented Accommodation: Since When residing:

Interest during study period will be serviced Yes No

Sex: Male Female Marital Status: Married Single Divorced Widowed

Education: Primary Under Graduate Graduate Post Graduate Doctorate

Any Other Information

No. of Dependents (Excluding Spouse)..... No. of Children

If Professional: Doctor Architect CA/CPA MBA Engineer Lawyer
Other (Please specify):

If Salaried:

Name of the Organisation:

Designation: Executive Managerial Clerk

Department:

Office Address:

PIN:

Tel: Extn No. Fax:

E-mail:

Working with: Govt./Public MNC
Pvt. Ltd Proprietorship

Designation Executive Managerial

Working Since: >5 3-5 1-3 <1
(Greater) (Less)

If Self Employed / Professional / Business:

Name of the Company/Business

Office Address:

PIN:

Tel: Fax:

E-mail:

Business
Details: Pvt. Ltd Partnership Proprietorship
Others

Established since:

Gross Monthly Income:

Year in Current Business:

Income Details of Parent / Guardian:		Any other earning member in the family (Relation with the student)
1. Gross Monthly Income Kes. (Proof to be submitted)		
2. Net Monthly Income		
3. Appr. Monthly house hold expenses		
4. Monthly repayment of other loan amount		
5. Net Surplus available		
6. Net Income of other family member/s (Excluding Co-applicant & Guarantor)		

ABOUT BANK ACCOUNT (INCLUDING CREDIT FACILITIES IF ANY)

DEPOSITS

Name of the Bank, Branch, Address & Telephone No	Type of A/c & A/c No	No. of years account held	Balance Outstanding	Remarks

LOANS

Name of the Bank, Branch, Address & Telephone No	Type of A/c & A/c No.	No. of years account held	Balance Outstanding	Remarks

Credit Card Details

Credit Cards Owned: Card Issuer

Card No.

Bank of Baroda Account No. CA/SB

Since (in Years):

Branch Name:

Other Assets	Television
	Refrigerator
	Car
	Computer
	Washing Machine
	Landed Property
	Flat
(Details to be submitted)	

DECLARATION BY THE APPLICANTS:

1. The particulars furnished above are to the best of my/our Knowledge true and correct.
2. The advance, if granted, will be utilized for the purpose for which it is granted.
3. I/We hereby authorize the bank to pay the fee and other amounts as may be payable directly to the institution concerned.
4. I/We undertake to submit the receipt for all the disbursements made from the loan account.
5. I/We undertake to inform the progress of studies of the student in respect of education for which loan is applied.
6. I/We shall-keep the bank informed of my activities/Income/Scholarship etc. during the tenure of the loan.
7. Immediately on securing job by the student, I/We undertake to inform the employment details.
8. I/We undertake to maintain a Saving Bank Account and /or Deposit Account with your Bank exclusively.
9. I/We will not / have not borrow/ed from any other Bank or any other source during the currency of the advance without your prior consent in writing.
10. I/We undertake to meet any contingent expenses to continue the course of study.

Date Place

Yours faithfully,

STUDENT

PARENT/GUARDIAN

I am willing to stand as guarantor.

Signature of the Guarantor/s

(B.i) ADDITIONAL GUARDIAN'S/PARENT'S/GUARANTOR'S PARTICULARS:

Name : Relationship with Student:

Date of Birth: Age: PIN/HUDUMA No.:

Driving License No: Passport No(If any):

Residential Address (For Correspondence - with proof of residence)
PO BOX Telephone: Mobile No:

Permanent Address:
PO BOX Telephone: E-Mail:

Whether residing in Own/Rented Accommodation: Since When residing:

Interest during study period will be serviced Yes No

Sex: Male Female Marital Status: Married Single Divorced Widowed

Education: Primary Under Graduate Graduate Post Graduate Doctorate

Any Other Information

No. of Dependents (Excluding Spouse) No. of Children

If Professional: Doctor Architect CA/CPA MBA Engineer Lawyer

Other (Please specify):

If Salaried:
Name of the Organisation:
Designation: Executive Managerial Clerk
Department:
Office Address:
PIN:
Tel: Extn No. Fax:

E-mail:

Working with: Govt./Public MNC
Pvt. Ltd Proprietorship

Designation Executive Managerial

Working Since: >5 3-5 1-3 <1
(Greater) (Less)

If Self Employed / Professional / Business:
Name of the Company/Business
Office Address:
PIN:
Tel: Fax:
E-mail:

Business
Details: Pvt. Ltd Partnership Proprietorship
Others.....

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Name of the Bank, Branch, Address & Telephone No	Type of A/c & A/c No.	No. of years account held	Balance Outstanding	Remarks

Credit Card Details

Credit Cards Owned: Card Issuer

Card No.

Bank of Baroda Account No. CA/SB

Since (in Years):

Branch Name:

Other Assets	
	Television
	Refrigerator
	Car
	Computer
	Washing Machine
	Landed Property
	Flat
(Details to be submitted)	

Date Place

Yours faithfully, _____
PARENT/GUARDIAN

I am willing to stand as guarantor. Signature of the Guarantor/s
