

**Copy of Passport (Bio Data Page)**

Scanned copy of bio data page

**Passport Photo**

Soft copy of passport size photo in JPEG format.

**Parents / Sponsor Financial Commitment Letter**

Letter from parent and/or sponsor to commit to the full financial support of the student's tuition fees and living expenses

**Passport Copy of Parent / Guardian**

Scanned copy of parent/guardian's bio data passport page

**Copy of Academic Certificates**

Scanned copy of Original academic certificates. Employer references may also be attached (all documents MUST be in English, where there is need to translate, the translation must be done and certified by a notary and or the relevant embassy)

**Copy of E-Visa (If already in Kenya)**

Scanned copy of e-visa or any other entry document to the Republic of Kenya.

**Student Pass & Foreign National ID card fee of Kes.12,500 (East African Nationals pay Kes.2,500/=)**

Copy of receipt confirming payment

**Police Clearance from Country of Origin**

Certificate of Clearance/ Conduct from the relevant police post.

**National Drug Law Enforcement Agency (NDLEA) Clearance Certificate** This applies ONLY to all Nigerian Nationals.

**Proof of Funds**

This applies to **SELF-SPONSORED STUDENTS** (Attach copies of signed and stamped bank statements for the last 3 months)

**Consent Letter from Parents**

This applies to MINORS

**Copy of Birth Certificate**

This applies to MINORS

**NB:**

**Documents to be sent in advance prior to travelling to Kenya**

**The Study Permit typically takes 4-6 weeks to process, from the time of submission of ALL of the above documents**

**Every foreigner planning to study in Kenya must obtain a visa to enter the country if they are not coming from countries which Kenyan visa requirements do not apply. This can be obtained through the Kenyan Visa e-visa portal <http://evisa.go.ke/evisa.html> at a fee of USD 50**

**Banking Details**  
**Barclays Bank- Parkside Branch**  
**Account No: 2032808436**  
**Branch Code: 03010**  
**Swift Code: BARCKENX**