



EXCEL GLOBAL COLLEGE

learning today..leading tomorrow

Nakumatt Highridge Building, Near Aga Khan Hospital 3rd Parklands Avenue. P.O.Box 1242-00606 Nairobi, Kenya

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Email: excelglobalcollege@gmail.com Website: www.excelglobalcollege.com

Please fill this form clearly in BLOCK LETTERS with black ink only

**Attach One
Recent
Passport Size
Photograph**

Course Applied For: _____

Academic Qualification: _____

First Name..... Gender(Please Tick One).

Middle Name..... Male Female

Last Name.....

Occupation..... Nationality.....

ID No/Passport No..... Marital Status: Married Unmarried

Date Of Birth.....

Father/ Husband's Name

Occupation.....

Company Name.....

Postal Address.....Code..... City.....

Physical Address.....

Area.....City.....County.....

Phone(Mobile).....Residence.....Email.....

Name and telephone number of person to be informed in case of emergency

Name:.....Relationship.....Cell No:.....

RULES AND REGULATIONS

1. All courses will be covered as per the course structure designed.
2. Discipline should be maintained within the institution premise and surrounding.
3. Admission Rights are reserved to Excel Global Limited.
4. Allocations of batches are subject to the availability and may be changed if required.
5. All fees must be paid in advance. Fees are non-transferable and non-refundable in any circumstances.
6. Excel Global Ltd reserves the right to change the module, fees, venue, duration etc.
7. The institution shall not be liable for any loss or damage to the student’s property or for any injury sustained by him/her.
8. The necessary Registration/Examination/Annual subscription and any other fees are to be paid by the student directly to the examining board/ Council/Bodies. The institution will not be responsible for any consequences arising out of delay /non-payment.
9. The institution property must be used with proper care. Students shall be liable to pay the replacement value for any damage to any property of the institution.
10. Students must attend all lectures, practicals and tutorials. Students are entirely responsible for making up for the coverage of syllabus of their respective courses missed during their absence during their current semester.

To be filled by students. In case the student is a minor, the guardian/parent should fill and sign.

Before signing this Enrolment Form, students are reminded to ensure that they have clearly understood all the terms of their enrolment with Excel Global College, in particular clauses concerning refunds, deferments, waivers, course transfers and visa applications.

Student Name:.....
 Date:..... Place.....
 Guardian/Parents Name:.....Signature.....

FOR OFFICIAL USE

Start Date.....Course Duration..... End Date.....
 Admission No.....Receipt No.....Batch Time.....
 Total Fees.....Discount(if any).....Net Fees.....

INSTALMENT PLAN

Date	Amount	Cheque/Cash	Receipt No
1.....			
2.....			
3.....			