



RPL CANDIDATE APPLICATION FORM- KISEB/RPL/AF/058

*Affix a recent
passport size
photo here*

Section A					
1. Personal Details					
Surname		First name		Other names	
Gender		Male <input type="checkbox"/>	Female <input type="checkbox"/>	Other <input type="checkbox"/>	
Do you have any form of disability?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, specify the nature of disability and attach evidence (Registration with NCPWD)	
Date of Birth dd/mm/yyyy					
Nationality					
Physical Address (place of residence)					
Postal address					
Contact Details		Mobile:		Work:	
		Email:			
Applicant's place of work (Name of city / town / market / street / building where you are currently employed/self-employed)					
2. Applicant's Work-Related Experience					
Occupation / Trade	Name/type of employment (employed, self)	Role	Description of daily tasks at the workplace	Period	
				From (dd/mm/yyyy)	To Dd/mm/yyyy)

Occupation / Skill Area & KNQF Level applied for	<u>Occupation / Skill Area</u>	<u>KNQF Level applied for Area</u>
3. Documented Evidence		
3 a) Official Documents		
i. Affix a recent passport size photo in the box at the right-hand top corner of this form ii. Provide certified copies of your identification document (ID/Passport/ or any approved form of identification) iii. Non-citizens are required to submit the following: <ul style="list-style-type: none"> ▪ Permanent residency applicants: Passport and Proof of Permanent Residency ▪ Refugee / Asylum seeker: Temporary permit / formal recognition of refugee status in Kenya 		
3 b) Supporting Documents		
Submission of supporting documents as guided by RPL Counsellor (<i>Appendix 1</i>)		

Attach evidence of payment of prescribed assessment fee of **KES. 80,000.00 (Eighty Thousand shillings)**.

Declaration

I declare that the information contained in this application is true and correct and that all documents are genuine.

Candidate Signature: **Date:**

Section B

Appendix 1: Supporting Documents (as guided by RPL Counsellor)

- To be filled by the RPL Counsellor in duplicate
- A copy to be given to the candidate

Surname	First Name	Other Names
ID/Passport Number	Phone Number	Email
Evidences to be provided	Evidences submitted	Comments
1.		
2.		
3.		
4.		
5.		
6.		

Name of the RPL Counsellor:

Assessment Center:

Qualification Awarding Institution:

Section C: FOR OFFICIAL USE ONLY

Analysis of Portfolio of Evidence (PoE)

Official Documents					
S/ N	Description	Tick Appropriately		Comments	
1.	Recent passport size photo	Provided	Not provided		
2.	Certified copies of identification document	Provided	Not provided		
Supporting Documents					
SN	Evidence provided	Criteria	Tick Appropriately		Comments
1.		Authenticity	Yes	No	
		Validity	Yes	No	
		Sufficiency	Yes	No	
		Currency	Yes	No	
2.		Authenticity	Yes	No	
		Validity	Yes	No	
		Sufficiency	Yes	No	
		Currency	Yes	No	
3.		Authenticity	Yes	No	
		Validity	Yes	No	
		Sufficiency	Yes	No	
		Currency	Yes	No	

Note to the RPL POE Assessor

- *If the work is not authentic the candidate is discontinued from the process*
- *Accept at least any two Yes's on each criterion*

Recommendation



Applicant Recommended	Recommended to be assessed at occupational level applied for	
	Recommended to be assessed at occupational level lower than applied for	
	Recommended to be assessed at occupational level higher than applied for	
Applicant not Recommended	Applicant to be advised about the short comings and skill gaps, and assisted to address these through mentorship, training and exposure to practical skills	
Application reviewed by:	Name of Officer: Signature:	

Name of the RPL POE Assessor:

Assessment Center: