

**ANGAZA BIBLE AND TRAINING INSTITUTE**

Requirements for Collection of Certificate

1. Duly filled this Clearance Forms(Copy to remain with the Student and a copy to the Dean of Student)
2. Evidence that you were bona fide student (Admission Letter/College ID)
3. Gowns' collection form
4. Graduation fee receipt
5. Ensure after completing the form your given certificate collection form
6. National Identification card/ Passport original and copy

<b>FULL NAMES:</b>	<b>REG NO.:</b>
<b>FACULTY/SCHOOL/CAMPUS:</b>	<b>YEAR:</b>
<b>MOBILE NUMBER:</b>	<b>ID NO:</b>

<b>OFFICE OF THE PRINCIPAL</b>	<b>CLEARED/ NOT CLEARED</b>
<b>Remarks</b>	
<b>Name:</b>	<b>Signature: Date:</b>
<b>INCHARGE OF THE CAMPUS/SCHOOL/FACULTY</b>	<b>CLEARED/ NOT CLEARED</b>
<b>Remarks</b>	
<b>Name:</b>	<b>Signature: Date:</b>
<b>LIBRARY DEPARTMENT</b>	<b>CLEARED/ NOT CLEARED</b>
<b>Remarks</b>	
<b>Name:</b>	<b>Signature: Date:</b>
<b>ICT DEPARTMENT</b>	<b>CLEARED/ NOT CLEARED</b>
<b>Remarks</b>	
<b>Name:</b>	<b>Signature: Date:</b>
<b>EXAM DEPARTMENT</b>	<b>CLEARED/ NOT CLEARED</b>
<b>Remarks</b>	
<b>Name:</b>	<b>Signature: Date:</b>
<b>DEAN OF STUDENT/REGISTRAR</b>	<b>CLEARED/ NOT CLEARED</b>
<b>Remarks</b>	
<b>Name:</b>	<b>Signature: Date:</b>

<b>FINANCE DEPARTMENT</b>		
<b>Remarks</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>MATERIAL PAID FOR FEES:</b>	<b>WORTH:(KSHS)</b>	
<b>FEES BALANCE:</b>	<b>CLEARED/NOT CLEARED</b>	
<b>OFFICE OF THE CHANCELLOR</b>	<b>CLEARED/ NOT CLEARED</b>	
<b>Remarks</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>

I, the undersigned, do state that this clearance is correct to the best of my knowledge and do further state that any discrepancies that may be detected after the clearance will be put into my personal account to compensate the Institute. In case of any outstanding claims on the student for property lost or damaged, kindly attach the relevant details.

**Students Name:**..... **Signature:** ..... **Date:** .....