Affix one of your current passport size photographs here

CUK/ASR/FORM10

# THE CO-OPERATIVE UNIVERSITY OF KENYA

P.O BOX 24814-00502, Karen-Nairobi Tel: 0724311606 Website: www.cuk.ac.ke Email: admissions@cuk.ac.ke

## OFFICE OF THE REGISTRAR (ACDRI)

## STUDENT'S DATA SHEET

***Instruction:*** *To be completed in capital letters*

1. Full Name: ..... ..... .....

   Surname First Name Other Names

2. University Admission/Registration Number: .....
3. KCSE Index Number: .....
4. Former High School: .....
5. Date of Birth: Day:..... Month:..... Year: .....
6. Gender: Male/Female:..... Marital Status: .....
7. Nationality:..... County: .....
8. National Identity No./Passport No./Birth Cert No.: .....
9. Contact Address: .....

   Mobile Phone Number:..... E-mail: .....

10. Name of persons who can be contacted in case of emergency:

    i) Name: .....

    Relationship ..... Physical Address:.....

    Mobile Phone Number:..... E-mail: .....

    ii) Name: .....

    Relationship ..... Physical Address:.....

    Mobile Phone Number:..... E-mail: .....

11. Do you have any form of impairment? Yes ☐ ☐ No

    If yes indicate the form of impairment .....

I certify that the Information I have provided is correct.

Signature:..... Date: .....

REGISTRAR ACDRI

# THE CO-OPERATIVE UNIVERSITY OF KENYA

## ACCEPTANCE OF OFFER OF ADMISSION/RE-ADMISSION/STUDENTSHIP FORM

*Instruction:* To be completed by those **ACCEPTING** the offer and submitted on the day of registration

**Name:**.....
(Surname) (Other Names)

**Reg No.:**..... **Email:** .....

**K.C.S.E. Index No.:**..... **Year:** .....

**ID No./Birth Certificate Number/Passport No.** .....

having been notified of my admission/re- admission to the Co-operative University of Kenya to pursue a course leading to the **Degree/ Diploma/Certificate of**.....
..... do hereby bind myself solemnly and undertake to comply with the following conditions:

1. That I will diligently apply myself to my prescribed course of study within the University in accordance with the relevant rules.
2. That I undertake to attend all scheduled lectures, tutorials, seminars and practicals and all other instructional activities that will be required of me by University authorities during my academic pursuit in the University.
3. That I acknowledge and duly submit myself to the disciplinary authorities of the University as defined in the Rules and Regulations Governing the Conduct of students of the University. In particular: -
   a) Bind myself to refrain from engaging in any unlawful activities that may be deemed to be prejudicial to the interest of the University and other students.
   b) I will abstain from inciting, obstructing or in any manner stopping any other student from attending lectures; or obstructing a member of the University from giving lectures or such other instructions.
   c) Undertake not to convene or join any unauthorized and or unlawful demonstrations, processions, gathering and activities or in any way to be a party to any activity deemed prejudicial to the good order and running of the University.
   d) Undertake at all times to conduct myself in such manner as to uphold the dignity of the University and not to permit anyone to influence me to commit any breach of rules, regulations or practices of the University.
   e) Undertake to conduct myself at all times, within and outside the precincts of the University, in a responsible and socially acceptable manner which upholds the dignity of and public confidence in the University.
4. That I bind myself by this instrument fully conscious that should I be found in breach of any of the above conditions or should I in any way conduct myself in a manner prejudicial to the University, other students, members of University or members of the public, I shall be liable for disciplinary action as per the University rules and regulations.

**DATED THIS**..... **DAY OF**..... **20**.....

**SIGNED** .....

**Witness to the above signature**..... **Parent/Guardian**



THE CO-OPERATIVE UNIVERSITY OF KENYA
REGISTRAR
ACDRI
P.O. Box 24813-00502 KAREN, KENYA

CUK/ASR/FORM13

# THE CO-OPERATIVE UNIVERSITY OF KENYA

## NON-ACCEPTANCE OF OFFER OF ADMISSION FORM

***Instruction:*** To be completed by those **NOT ACCEPTING** the offer

Name:.....
Reg. No:.....
K.C.S.E. Index No.....Year: .....

ID No./Birth Certificate Number/Passport No. .....

having been notified of my admission/re- admission to the Co-operative University of Kenya to pursue a course leading to the Bachelor/ Diploma/Certificate of .....do hereby confirm that **I WILL NOT BE TAKING UP** the offer because of the following reasons:

(Tick where applicable)

| | | |
|---|---|---|
| 1. | Family issues | |
| 2. | Health related issues | |
| 3. | I have been offered a Scholarship | |
| 4. | I have taken on employment | |
| 5. | I have joined another College/University | |
| 6. | Any other reasons: _____ _____ | |

**REGISTRATION NUMBER:**.....

**SIGNATURE:**.....

**DATE**.....



THE CO-OPERATIVE UNIVERSITY OF KENYA
REGISTRAR
ACDRI
P.O. Box 24414-00502 KARIOBANGI, KENYA

# THE CO-OPERATIVE UNIVERSITY OF KENYA

## STUDENT REGULATIONS DECLARATION FORM

I ..... Reg. No..... in the School/Institute of ..... Hereby declare that I have read and understood the Regulations Governing the conduct and Discipline of Students at The Co-operative University of Kenya. I further **PROMISE TO ABIDE** by the regulations Governing the conduct and Discipline of the students of The Co-operative University of Kenya.

Student Name:.....

Registration No:.....

Tel. Contact:.....

Email Address:.....

I.D./Passport/Birth Certificate No:.....

Course Admitted To:.....

Signature:.....

THE CO-OPERATIVE UNIVERSITY OF KENYA
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P.O. Box 24414-00502 KAREN, KENYA

# THE CO-OPERATIVE UNIVERSITY OF KENYA

## CONSENT TO USE PHOTOS/VIDEOS FOR THE CATALOG/WEBSITE/SOCIAL MEDIA SITES

### INTRODUCTION

The Co-operative University of Kenya (CUK) is registered as a Data Controller with the Office of the Data Protection Commissioner (ODPC), and we are committed to ensuring that the data we process is handled in accordance with data protection law.

### PURPOSE

Subject to prior and free consent from its data subjects, CUK may use photographs, audio, and/or video recordings, including images of the data subjects, both internally and externally to promote the University. These images could be used in print and digital media formats including print publications, websites, e-marketing, posters, banners, advertising, film, social media, teaching and research purposes. Some images or recordings may be kept permanently once they are published and/or kept as an archive of CUK.

### OUR COMMITMENT

CUK is committed to processing information in accordance with the University Data Protection Policy, Data Protection Act 2019 and its Regulations. Personal data collected will be held securely and will only be used for purposes detailed in this consent form.

### YOUR RIGHTS

You can request access to the information we process about you at any time. If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and request to have it restricted, corrected, or erased. You may also have the right to object to the processing of data and the right to data portability. You can withdraw your consent for this purpose or ask the University to stop using your images at any time, in which case it will not be used in future publications but may continue to appear in publications already in circulation. If you wish to exercise any of these rights, please contact dpo@cuk.ac.ke. Please note that the ability to exercise these rights will vary and depend on the legal basis on which the processing is being carried out.

### COMPLAINTS

If you wish to raise a complaint about how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter. Our Data Protection Officer can be contacted at dpo@cuk.ac.ke, by calling +254 724 311 606, or by writing to the Data Protection Office, P.O. Box24814-00502, Karen, Nairobi, Kenya. If you are not satisfied with our response or believe we are not processing your personal



THE CO-OPERATIVE UNIVERSITY OF KENYA
REGISTRAR
ACDRI
P.O. Box 24814-00502 KAREN, KENYA

data in accordance with the law, you can complain to the Data Commissioner's Office (ODPC). Details on their contacts can be accessed via their website https://www.odpc.go.ke.

**CONSENT**

I, ..... of ID No.: ..... and Reg./Admiss. No.: ..... hereby give my consent to The Co-operative University of Kenya, her legal representatives, successors and assigns, the right to photograph/videos and then use, reproduce and publish said images of me in the Student Catalog.

I agree that the videos/photographs/negatives thereof shall constitute the sole property of The Co-operative University of Kenya, with full right of disposition in any manner whatsoever, including the right to publish on their website.

I hereby release The Co-operative University of Kenya and its legal representatives, successors, and assigns from any and all claims whatsoever in connection with the use, reproduction, publication of the images thereof.

Dated this ..... day of .....20.....

**Name:** .....

**Signature:** .....

(if under age 18)

**Parent/Guardian Name:** .....

**Signature:** .....



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CUK/ASR/FORM14

# THE CO-OPERATIVE UNIVERSITY OF KENYA

## EMERGENCY MEDICAL OPERATIONS FORM

Name of Student .....

Registration No .....

Course admitted to .....

Date of Birth .....

Approval of your parent(s) or guardian is required for the Vice – Chancellor of the Co-operative University, to give consent on their behalf for any emergency operation to be carried out on you, should such a situation arise.

I agree that the Vice - Chancellor of the Co-operative University of Kenya may give consent for any emergency operation being performed on .....
(student's name), if not possible to contact me in time.

Parent/ Guardian's Name: ..... Relationship: .....

Email Address: ..... Mobile No: .....

Signature of Parent/Guardian: ..... Date: .....



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