



# SIGALAGALA NATIONAL POLYTECHNIC

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Off Kakamega—Kisumu Road, along Sigalagala—Butere Road

## GOWN ISSUANCE FORM (To be filled in BLOCK letters and Duplicate)

1. ....  
(Surname/Family Name) (First/Christian name) (Other names)  
*Note: Initials not allowed*
2. Admission Number .....
3. National ID Number ..... Nationality.....
4. Name of Programme (Include option where applicable) .....
5. Level i.e Diploma /level 6, Certificate /level 5, Artisan/level 4:.....
6. Department.....
7. Gender..... County.....
8. Tel. No..... Email.....
- Signature..... Date.....

### FOR OFFICIAL USE ONLY

- a. Finance Officer: Graduation fees paid .....
- b. Registrar: Cleared for Graduation .....

#### Requirements for picking and return of gowns;

1. Original National Identity card (ID)
2. The Original National Identity card will be retained until the gown is returned.
3. Gowns to be returned by Wednesday 11<sup>th</sup> December, 2024. Penalty of Ksh. 500 (five hundred) per day will be charged for late return of gowns.

All completed forms to be delivered to the Office of the Registrar.

Prepared by,

Bernard N. Jumba  
Registrar

