

S/No. ....



Attach one  
recent colored  
Passports photo

## MINISTRY OF EDUCATION AND SPORTS

### TVET APPLICATION FORM FOR ADMISSIONS INTO CERTIFICATE AWARDING INSTITUTIONS FOR 2025

#### Preamble:

- i. This form is intended for applicants wishing to pursue National Certificate under the TVET system.
- ii. This form can be obtained from the website of the Ministry of Education and Sports **tvvet.go.ug** and [www.education.go.ug](http://www.education.go.ug), office of the District/Municipality/City Education Officer, Local Councils' Offices, TVET Institutions (list attached), and at the Ministry's Department of TVET Operations and Management, Legacy Towers Wing B, Floor 3.

This form **MUST** be completed in duplicate and returned to any certificate awarding government TVET Institution or to any of the Regional Selection Centers i.e. Ntinda Vocational Training Institute – Central in Kampala, St. Kizito Technical Institute Madera – Eastern in Soroti, and Kakiika Technical School – western in Mbarara and Bobi Community Polytechnic - Northern in Omoro nearest to the Applicant or to [lazakeh.galabuzi@education.go.ug](mailto:lazakeh.galabuzi@education.go.ug) not later than January 31 2025.

#### Note:

Applicants wishing to pursue National Certificates **MUST** attach;

- Photocopies of certificates/result slips/transcripts,
  - A copy of National Identity Card (for 18 years and above) or an Identification from the previous institutions (for below 18 years)
  - A Copy(ies) of appointment/contract/recommendation of relevant work experience (if any) and
  - A Copy of Birth Certificate
- iii. Persons with disabilities, and those from vulnerable categories and at-risk population such as females, urban poor, fishing communities, and others are encouraged to apply
  - iv. Those who had filled UNEB forms and selected TVET as their 1<sup>st</sup> Choice should also apply and indicate their choices clearly

#### SECTION A: Particulars of applicant (To be completed in capital letters by Applicant)

1. Names .....  
Surname Others names

2. Nationality .....Date of Birth .....  
Sex .....

3. Home District ..... County .....  
Sub-county..... Religious Affiliation (Optional).....

**4. Physical Address:**

Parish ..... Village.....Telephone Contact.....

Parent/Guardians Name..... Telephone Contacts.....

Parent/Guardian NIN .....

**SECTION B: Educational Background (To be completed by Applicant)**

**a. PLE results**

Name of School ..... Year of sitting.....

Index Number.....Total Aggregates..... Division .....

**Fill in the details**

S/N	Subjects	Grade		Subject	Grade
1.			4.		
2.			5.		
3.			6.		

**b. O' Level: UCE results (if available)**

Name of School ..... Year of sitting.....

Index Number.....

**c. Technical School/Community Polytechnics: UJTC/UCPC results**

Name of Institution..... Year of sitting.....

Course Name .....

Index Number..... Grade .....

**d. Any other Qualification(s)**

Name of Educational/awarding Institution/University .....

Course Name .....

Year of sitting.....Reg Number..... Class of Grade .....

**Fill in the details**

S/N	Course unit/Subjects	Scores	S/N	Course unit/Subjects	Scores
1.			4.		
2.			5.		
3.			6.		

Name of Educational Institution/University .....

Course Name .....

Year of sitting.....Reg Number..... Class of Grade .....

**Fill in the details**

S/N	Course unit/Subjects	Scores	S/N	Course unit/Subjects	Scores
1.			6.		
2.			7.		
3.			8.		
4			9.		
5			10.		

**SECTION C: Relevant work Record (if any) (To be completed by Applicant)**

S/N	Organization/Employer/ Self Employment	Post Held	Period

**5. Chronic Disease/Disability (if any) .....**

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**6. Choice of Course(s) (select from the attached list)**

First Choice .....

Second  
Choice .....

Third Choice .....

b) Briefly explain the reason for choosing the Course(s) you have selected.

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.....  
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**7. Choices of TVET Institutions (select from the attached list)**

First Choice .....

Second Choice .....

Third Choice .....

**8. Declaration**

I \_\_\_\_\_ declare that to the best of my knowledge, the information provided above is correct.

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

**Note: Falsification of information can lead to cancellation of the offer and prosecution in the courts of law.**

**SECTION D: FOR OFFICIAL USE ONLY**

**The committee has vetted and recommended that the applicant:**

i. Be admitted on: - Government ☐ Private ☐

Course.....

Institution .....

ii. Not be admitted; reasons .....

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\_\_\_\_\_  
**Head of Selection Team**

\_\_\_\_\_  
**Signature and Date**

Other

Remarks: .....

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\_\_\_\_\_  
**Centre Supervisor**

\_\_\_\_\_  
**Signature and Date**