



Chebwai SDA Junior Secondary School
P.O Box 51-50205 , Webuye
Phone 0722 294 335/0745736576
E-mail: chebwaiac@yahoo.com



Dear Student _____ Adm No:

KCPE Index Number _____ Date of Admission :

RE: ADMISSION TO CHEBWAI SDA JUNIOR SECONDARY SCHOOL

I am pleased to inform you that you have been offered a chance in grade 7 at **Chebwai SDA Junior Secondary School**. You are humbly requested to **report** to school **for admission** on **6/1/2023** . Kindly pay **all school fees** for first term **in full** on arrival in the **school bank account** as on the fee structure.

This is a Christian mission school that began in 1967 by SDA missionaries. The school is run by the **Seventh-day Adventist Church** in the **Western Kenya Conference**. The school prepares students for a **useful and joy-filled life** that nurtures **friendship with God, whole person development-physically, mentally, socially and spiritually based on Bible principles, values and selfless service in this world and the hereafter**.

Thank you and welcome to Chebwai SDA Junior Secondary School. We wish you a nice stay in the school.

Adegü MMK
Principal/Secretary BOM

JUNIOR SECONDARY SCHOOL FEE STRUCTURE 2023

Grade 7	TERM I	TERM II	TERM III	TOTAL
Day Scholars Fee	9,280 /=	9,280/=	9,280/=	27,840/=
Boarding Fee	16,200/=	16,200/=	16,200/=	48,600/=

Monthly bus charges for day scholar students using the bus:

Picking Point	Monthly Charge(KShs)	Picking Point	Monthly Charge (Kshs)
Webuye	1,400	Vuhiga	1,200
Matete	1,000	Malava	600
Mbande	900	Manyonje	400
Magendo	800	Maziwa	600
Matsakha	800	Shitirira	1,000
Luyeshe	600		

Take note:

1. Any other picking point may be discussed with the administration.
2. The rates may fluctuate with fuel prices

OTHER REQUIREMENTS

- 1) Admission fee 1000/=
- 2) SDA hymnal 500/= (To be obtained from the school).
- 3) Remedial 1 000/= (Paid termly).
- 4) Computer 3 000/= (Per year)
- 5) Home science 3 000/= (For those taking Home science).
- 6) Music 3 000/= (For those taking Music).
- 7) French 3 000/= (For those taking French).
- 8) i). One ream of **paper line photocopying** paper per student per term.
ii). One ream foolscap per term per student.
- 9) Student ID -Kshs 250/-
- 10) Personal property branding charges – Kshs. 300/=

Kindly deposit all school fee in: Equity Bank Kakamega Branch.

Account name: **Chebwai Adventist College** Account number:
0500295817462

Or Lipa na Mpesa

Go To Paybill
Enter Business Number: 247247
Enter Account Number: 670125
Enter Amount
Enter Your MPesa PIN

Forward the transaction message to chebwai adventist college 0769 670 125 (Office Number)

Note:

The **above additional charge** is paid in school account with school fees on the **Admission date**.

School Uniform will be obtained at school

No	Girls	Boys
i.	2 Ash grey skirts	2 Ash grey long trousers
ii.	1 Forest green skirt (to be worn on wed and on Sabbath)	1 Forest green long trousers(to be worn on wed and on Sabbath)
iii.	2 white (1long and 1short sleeved) blouses with school logo	2 white(1long and 1short sleeved) shirt with school logo
iv.	Green V-shaped sweater with school logo	Green V-shaped sweater with school logo
v.	1 Green- white striped tie	1 Green- white striped tie
vi.	2 pairs of white with green strips socks	2 Pairs of grey and white-green stripes socks
vii.	Green track suit with white stripes at the sides with school logo	Green track suit with white stripes at the sides with school logo
viii.	Black low-heeled laced shoes (toughees)	Black laced shoes (preferoughees)
ix.	White rubber shoes for sports	White sport shoes
x.	A green Plain Jumper with Chebwai SDA Secondary School logo	

Admission Requirements

- 1) 12 A4 size“ 200 Pages exercise books and 1,A4 size“ 120 page graph book.
- 2) 5 spring files
- 3) A photocopy of Stamped and Certified **KEPSEA results slip** 4) A Photocopy of **birth certificate**.
- 5) A photocopy of **School leaving certificate** from the previous school or a transfer letter.
- 6) A photocopy of Parent’s/Guardian’s **ID**.
- 7) 2 passport size colour photographs with blue background.
- 8) Nemis Code.

Tuition Requirements

- 1) Kamusi ya Kiswahili Sanifu
- 2) Oxford Geometrical set
- 3) Oxford Advanced Learners Dictionary.
- 4) Revised Standard Version Bible (School Edition)

- 5) A slasher (boys) -Crocodile type
- 6) A jembe (girls) – Crocodile type

Boarding Requirements

1. A pair of bed sheets (light blue for boys & pink for girls).
2. Two blankets.
3. 1 Pillow, 1 pillow case (light blue for boys & pink for girls)
4. 1 Bed cover (light blue for boys & pink for girls).
5. 1 Towel.
6. 1 basin and 1 bucket covered with a lid.
7. At least seven pairs of inner wears for both girls and boys.
8. At least 3 *petticoats* – for girls (white and black).
9. At least two brassieres (boob top) *for girls.*(Black and white).
10. 2 Nightdresses (long and warm) *for girls.*
11. Sanitary towels for girls (to last the whole term)
12. 3 Inch blue high density mattress. 13. Black Shoe polish and shoe brush.
14. Enough tissue paper rolls for the term.
15. A white treated mosquito net.
16. Enough pegs, washing soap, bathing soap and petroleum jelly.
17. A Rechargeable torch
18. Simple **BLACK** belt for boys (belts of any other color shall be confiscated for good).
19. A Pair of slippers (croaks, dolly shoes, open shoes are not allowed).
20. Melamine plate, cup and a stainless steel spoon
21. A comb, mirror, toothbrush and tooth paste.
22. A lockable metallic box

School Diet

Please note that the school offers a **lacto-vegetarian diet** to students. There is **no special diet** offered. However, any challenges concerning diet and your health in general should be reported to the Deputy Principal's Office immediately accompanied by a letter from a government doctor confirming the same.

School rules and regulations on admission and re-admission

A student admitted to Chebwai SDA Junior Secondary school will be expected to observe the following **school rules and regulations**:

- 1) All students **must be punctual** to school programs, which include: *Regular class attendance, Morning and evening preps, Church services, Work programme, Games and clubs, Assemblies and any other school function.* All school programs are **compulsory**
- 2) Work **hard in academics** and **maintain the school environment** and **property clean** at all times.
- 3) Changing from one activity to another shall be done by **MBR rule (Movement by Running)**
- 4) **Anti-social behavior such as** use of *profane language, fighting, smoking, drinking alcohol and spirits, gambling, use of illegal drugs, possession of condoms, stealing, cheating, possession of obscene literature materials, bullying other students in any way, undue intimacy between boys and girls, vandalism of school property* **are highly prohibited and punishable.**
- 5) Students are not allowed to be in possession of radios, mobile phones, Sim cards, Flash disks, television sets, smart watches and other musical systems while at school. **Note: Only simple watches are allowed in school.**
- 6) All students are expected to show **respect** to those in authority; teachers, workers, visitors, prefects and fellow students from all sections.
- 7) School uniforms shall be worn **at all times** by students and the uniform be neatly tacked in and not be sagged. **Skirts should be below the knees, tight skirts and tubed trousers are not allowed.**

Note: Civilian clothes are not allowed, if found, they will be confiscated and disposed of.

- 8) Student's hair must always be kept short throughout the term.
- 9) Day scholars report to school by 6:00 a.m and leave at 5:00 pm. Any day –scholar leaving the school before 5:00 pm should obtain a leave out sheet from the Teacher on Duty (ToD).
- 10) Use common sense at all times and be disciplined during your stay in school.

Note: Violation of the school **Rules and Regulations** is punishable as per the decision of the School Administration as outlined in the student handbook.

Student Commitment

I _____ have read the above rules and regulations and promise to comply. I also promise to work hard in my studies.

Student's name _____ Sign:

Parent's Name _____ Sign: _____
 Deputy Principal _____ Sign _____
 Principal _____ Sign _____

Official School Stamp & Date

Student's Personal Details (fill in Capital letters)

Full Name.....Date
 Address.....
 Admitted to form Date of birth..... Place of birth
 Gender M F
 (Tick One) Citizenship.....

Family Information

Name of Father/Guardian
 Occupation Tel Home village
 Address
 Name of mother / Guardian
 Occupation Tel Address
 Name of emergency contact other than parent/guardian

 RelationshipAddressTel

Health Information

Please describe *any physical or health conditions* of the student that the school should be aware of.....

Former School Information Details

Primary school or school last attended

 Year leftSchool address Tel
 Name of Principal/Headmaster

Type of school: Public Private Day Boarding Boarding

No. of years attended

Discipline

Please describe any learning or disciplinary problems that the school should be aware of in order to work more effectively with the student:

.....
.....
.....
Financial Information

Who pays **fee**? Both parents Mother Father Other

Details of one meeting your financial needs:

NameAddress.....Relationship.....Tel

Signature of Parent/GuardianDate

Kindly fill in this information about how you got to know Chebwai SDA Juniouir Secondary School.

How did you come to know about this school? If through a person, give name and contact

a) Namecontact :

b) Advertisement Posters Media (tick appropriate)