

**DEAN OF STUDENT AFFAIRS
INTERNAL MEMO**

FROM: DEAN OF STUDENTS

REF: ZU/17/MEMO/Vol.1/5

TO: ALL STUDENTS

28th November 2024

SUBJECT: WORK STUDY PROGRAMME

This is to inform students interested in the Programme for the January- April 2025 Semester to submit their application forms on or before Friday 10th January 2025 by 5 pm. The Work-Study Programme is a Student Welfare Programme that assists needy students to raise their fees as they work in the university and attend lectures.

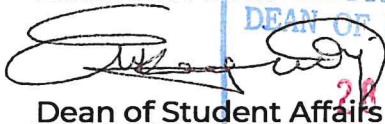
Requirements

- Must be an active and full-time student
- Must provide evidence of financial difficulty
- Must have studied for not less than one semester
- Must have a grade B in your latest semester results and be involved in co-curricular activities
- Must not have pending units, repeats, or fails.
- Must not have violated the rules and regulations governing student conduct at the University or any laws of Kenya.
- Must be willing to abide by the conditions of the work-study program.
- Must be available to work for at least one complete semester.
- Must be recommended by the respective head of faculty/school.
- Must provide statements from two referees who know their financial situation well. One of the referees should be a member of the National Government administration (Provincial Administration) e.g., the local chief or a priest or Kadhi or your former high school principal. The statements should be in sealed envelopes and addressed to the Dean of Students will applicants Full Name.

NOTE:

A duly filled application form accompanied by a cover letter and all the required attachments should be submitted physically to the office of career services or the Dean of Students Office. Application forms can be downloaded from the Zetech University Website- ocs.zetech.ac.ke or picked from the stated offices above.

Elizabeth Muhia



Dean of Student Affairs

