

THARAKA
P.O BOX 193-60215,
MARIMANTI, KENYA



COLLEGE

FORM B

UNIVERSITY
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Website: https://www.tharaka.ac.ke

(A Constituent College of Chuka University)

APPLICATION FOR SSP/SBP INTERNAL PART-TIME TEACHING

PART A

1. Full Name of ApplicantP/F.....
2. Highest Academic Qualification (e.g. M.Sc./MA/Ph.D.).....Department.....
3. Programme (e.g. B.ED, MBA, CBM).....Level/Year.....Semester.....
4. Session begins on.....and ends onWks.....CAMPUS.....
5. Course(s) currently being taught in the Semester (normal loading), or already taught in academic year

SN	Course Code	Course Title	CF	Lecture Hours	Practical Hours	Tutorial Hours	Number of Students	Is the class: PURE SSP, PURE GSS, SSP+GSS
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

6. Courses applying to teach on part-time basis in the semester

SN	Course Code	Course Title	CF	Lecture Hours	Practical Hours	Tutorial Hours	Number of Students	Is the class: PURE SSP, PURE GSS, SSP+GSS
1								
2								
3								
4								
5								
6								

NOTE: LIMIT IS SIX (6) PER SEMESTER/SESSION/BLOCK or THEIR COMBINATION

NOTE: SSP = Self-Sponsored Student. GSS = Government-Sponsored Student

If on leave: start date.....end date.....duration (in days).....

Applicant Signature.....Date.....

APPLICANT NOTE: Application MUST reach DP (ARSA)'s Office Latest One-Month from Beginning of Respective Semester. If belated, Write reason here and attach evidence

PART B

7. I certify that the above information is correct and recommend/not recommend the staff to teach the courses requested in section 6 on part-time basis.

COD.....Signature Date

PART C

8. The above is Recommended/Not Recommended by Faculty of

Dean.....SignatureDate

Reasons:

PART D FOR OFFICIAL USE ONLY

Checked by SignatureDate

9. The above is Approved/Not Approved

DP (ARSA)..... SignatureDate

Reasons.....

10. Authority to Issue Appointment Letter

Registrar (A&P)..... SignatureDate