

Serial No. ....

This loan shall be processed for free and no one should solicit funds from any applicant for purposes of securing this education loan.



Attach  
3 passport  
photographs

**HIGHER EDUCATION STUDENTS' FINANCING BOARD**

**STUDENTS' LOAN APPLICATION FORM**

**TO BE COMPLETED BY ALL STUDENTS APPLYING FOR STUDENTS' LOAN**

**CAUTION:** Any person or student who when filling a Loan Application Form, or during cross examination knowingly makes a false statement whether in writing or orally relating to any matter affecting the request for a Loan shall be guilty of an offence punishable by law (Section 38 of the Higher Education Students' Financing Act 2014)

**A. PERSONAL DETAILS OF THE APPLICANT/ORIGIN (Complete all sections in Capital / Block Letters)**

Surname  First Name  Other Names  Gender  M  F

Identification ( Please tick & provide as many as you can) School ID, Passport, Driving Licence, Voter's Card, NSSF Card, National Identity Card, LC 1 ID

Post Office Box Number  Telephone(s)

Email Address  District of origin

Twitter  Subcounty of origin

Facebook account  Parish / Ward of origin

Whatsapp account  Village / LC1 of origin

(If applicable) Do you have any disability? Yes  No.  Town of origin

(If yes please specify and attach certificate)

Special Learning Need if any (please specify)  Date of Birth  DD  MM  YY (attach birth Certificate)

Marital status (tick) Single  Married  Separated  Divorced  Widowed  Others (Specify)  (Please attach Applicable documents)

**B. APPLICANT'S RESIDENTIAL CONTACT DETAILS (CURRENT ADDRESS)**

District  Emergency Contact Person

Sub county  Contact Telephone

Parish/Ward  Name of next of kin

Village / Cell  Relationship with next of kin

Street / LC1  Occupation of next of Kin

Plot No. (Where applicable)  Contacts of next of kin

Location of Next of kin

**C. APPLICANT'S EDUCATION BACKGROUND INFORMATION**

Level of Education	Institution/Schools Attended	Index/Registration number	Year of completion	GPA/ Aggregates	Fees paid per year
Universities attended					
(1)					
(2)					
Tertiary					
(1)					
A 'level schools attended					
(1)					
(2)					
O 'level schools attended					
(1)					
(2)					
(3)					
Primary Schools Attended					
(1)					
(2)					
(3)					

**D. DETAILS OF INSTITUTION TO WHICH YOU ARE ADMITTED** (attach copy of admission letter)

Institution Name	<input type="text"/>
Faculty/ School	<input type="text"/>
Year of admission	<input type="text"/>
Registration Number	<input type="text"/>
Current year of study	<input type="text"/>
Course admitted for	<input type="text"/>
Course Duration	<input type="text"/>

**E. LOAN AMOUNT REQUIRED FOR ONE ACADEMIC YEAR**

a) Tuition for one academic year	UGX	<input type="text"/>	<input type="text"/>
b) Functional fees required for one academic year	UGX	<input type="text"/>	<input type="text"/>
c) Research fees required for one academic year	UGX	<input type="text"/>	<input type="text"/>
d) Aids and other appliances for the disabled (Please specify)	UGX	<input type="text"/>	<input type="text"/>

.....

.....

TOTAL LOAN AMOUNT (Summation of a,b,c and d) UGX

Amount in words:

Number of years to be financed

C.R.B /Financial Card Number

(Applicable after approval)

**F. DETAILS OF PARENTS' PERMANENT ADDRESS i. FATHER**

(Where employed please attach parents latest pay slip and if self-employed attach proof of income e.g.financial statement/bank statement and if deceased provide death certificate or LC1 Chairperson's Confirmation )

Surname	<input type="text"/>	First Name	<input type="text"/>
Other Names	<input type="text"/>	Profession	<input type="text"/>
Date of Birth	<input type="text"/>	Highest level of education	<input type="text"/>
P. O Box Number	<input type="text"/>	Telephone(s)	<input type="text"/>
Email address	<input type="text"/>	Employer/Nature of business	<input type="text"/>
Current Residential Address	<input type="text"/>	Monthly income	UGX <input type="text"/>
District	<input type="text"/>	Other Sources of income	UGX <input type="text"/>
Subcounty	<input type="text"/>	Deceased/Living	<input type="text"/>
Town	<input type="text"/>	District of origin	<input type="text"/>
Parish / Ward	<input type="text"/>	Subcounty of origin	<input type="text"/>
Village / LC1	<input type="text"/>	Village of origin	<input type="text"/>

ii. MOTHER

Surname	<input type="text"/>	First Name	<input type="text"/>
Other Names	<input type="text"/>	Profession	<input type="text"/>
Date of Birth	<input type="text"/>	Highest level of education	<input type="text"/>
P. O Box Number	<input type="text"/>	Telephone(s)	<input type="text"/>
Email address	<input type="text"/>	Employer/Nature of business	<input type="text"/>
Current Residential Address	<input type="text"/>	Monthly income	UGX <input type="text"/>
District	<input type="text"/>	Other Sources of income	UGX <input type="text"/>
Subcounty	<input type="text"/>	Deceased/Living	<input type="text"/>
Town	<input type="text"/>	District of origin	<input type="text"/>
Parish / Ward	<input type="text"/>	Subcounty of origin	<input type="text"/>
Village / LC1	<input type="text"/>	Village of origin	<input type="text"/>



10. Specify the number of dependants to your parent(s) other than your biological siblings

**DETAILS OF FAMILY DEPENDANTS ( If any of the dependants is disabled, please indicate & specify the type of disability) where a family dependant is on government sponsorship, please provide details and if the space provided is not adequate, please attach additional information on a separate sheet of paper.**

Name	Institution/School/ Current-last	Level of study / Class	Annual fees

11. What means of transport does your family use?

- a) Private means,
- b) Public means
- c) Employer's Motor Vehicle
- d) Bicycle
- e) Other (please specify).....

12. Please give reasons why you must borrow from government to finance your University / Tertiary Education

.....

.....

.....

13. Provide a historical background of how your Education has been funded

.....

.....

.....

.....

14. We encourage early loan repayments, within your family, do you have any family member who can support you by paying back small installments of your loan while you are still at university? (Note: you have government assurance that your studies will not be interrupted in the course of your stay at the university)

Yes  No

If yes, Please give us details on who will be responsible for remitting these instalments

- Names.....
- Profession .....
- Occupation / Source of income.....
- Telephone contacts.....

NB: If yes, this option will be formalised if and only if your application is approved

## I. Parent/ Guardian

I declare that I have read this form or this form has been read to me and I hereby confirm that the information given herein is true to the best of my knowledge.

Name: .....

Telephone Contact: .....

(Mob) .....

Residential Physical Address: .....

Employer (if applicable): .....

Employer's Physical Address: .....

Relationship with Applicant: .....

Signature: .....

Date: .....

## J. TERMS AND CONDITIONS

1. I hereby declare that the above particulars and information availed above is true to the best of my knowledge and the same shall form the basis of any arrangement for a facility (Student's Loan, and any other products the Board might develop from time to time) if any granted to me.
2. The loan shall be repaid with interest as may be determined by the Board from time to time.
3. The Board retains the right to evaluate all loan applications and determine the number of beneficiaries.(this application is not a guarantee that the loan shall be approved)
4. In the event that the loan beneficiary discontinues studies for whichever reason before full disbursement is made, the Board shall not disburse the remaining allocation and shall recall the loan so far advanced in full together with the interest thereon.
5. The loan shall be repaid in equal monthly installment as per schedule determined by the Board.
6. As prescribed by section 27 of the Higher Education Students' Financing Act 2014, I undertake to make early repayments when funds allow and i shall do so in a manner that shall be approved by the Board.
7. If a loan beneficiary defaults in repayment when the loan is due, the whole amount shall become due and payable and the loan beneficiary shall be bound to pay all other charges that may arise as a result of the default including but not limited to the advocates fees and penalties.
8. The signature of the applicant shall certify the reading, understanding and being in agreement with the terms and conditions herein.
9. No loan shall be disbursed unless the loan agreement form is signed.
10. I am aware that the Board, at my cost, will protect its funds, i.e. the Students' Loan against any such risk for such amounts which the Board has approved and disbursed to me. In the event that any Student's Loan is granted and accepted by me, I agree to be bound by the rules, terms and conditions of the Board, and I undertake to sign all such documents as may be required to secure a Loan from the Board. I acknowledge liability for all costs that shall be incurred by the Board to recover its funds from me. The costs may include Administration fees, documents verification and Legal expenses that the Board may incur while pursuing the loan recovery. I further acknowledge that the commitments I have made in this application shall continue to bind me from now onwards until the entire loan is fully paid and I accept full responsibility and shall fully indemnify the Board.
11. I undertake to notify the Board or its successors or assignees in title of any change which materially changes any representation first above mentioned.

12. I, the Applicant, hereby consent to you, the Credit Provider:

Receiving, compiling and retaining any confidential credit information about me for purposes of (i) assisting you perform your statutory assessment of my creditworthiness (ii) deciding whether to grant credit to me and (iii) monitoring my credit profile, should you grant me credit; Filing my consumer and business credit information with any other credit provider and, Compuscan a registered Credit Reference Bureau (CRB) who is licensed in terms of the Financial Institutions Credit Reference Bureau regulations of 2005 Sharing my consumer credit information with any tracing agent or Collection Company in the event I default in my credit repayment obligations to you.

**I further hereby consent to the Credit Reference Bureau:**

Providing you with a credit report which you may rely on (i) to assess my creditworthiness and (ii) to base your decision whether to grant credit to me; Accepting the filing of my consumer credit information from any credit provider; Issuing a report to any person who requires it for lawful purposes.

My signature hereto signifies my consent as aforesaid and my agreement to hold you and any credit bureau and other credit provider to whom you may provide my consumer credit information in terms of my aforesaid consent harmless against any and all liability, loss, claim, demand, cost, fees and expenses arising out of or from or in connection with my aforesaid consent.

**K. RECOMMENDATIONS (Please ensure that all the Authorities below complete the form accordingly)**

OFFICIAL (please insert Name & Signature)	RECOMMENDATION / Not Recommended	Official Stamp
Local Council I		
Head Teacher of previous School / Institution attended		
Sub County Chief / Town Clerk		

**L. Applicants check list** (Cross Check whether all required information is attached. Tick Appropriate)

- i. 3 passport size
- ii. Copy of applicant's National ID
- iii. Copy of institution's admission letter
- iv. Copy of fees structure
- v. Copy of Parent's / Guardian's National ID
- vi. Copy or copies of death certificate(s) if orphaned   
or LC 1 Chairperson's confirmation.
- vii. Copy of UCE and UACE result slip
- viii. Applicant to sign each and every page of this document
- ix. Copies of father's/Mother's pay slips (where applicable)
- X. Copy of Financial Card (where applicable)
- xi. Sketch map to applicants home of origin

**M. DECLARATIONS BY APPLICANT**

I hereby declare that the above information is true, and that I am aware that making false statements on this form is an offence punishable by law. I further declare that I clearly understand that this is a Loan which shall be repaid.

Name:.....

Signature: .....

Date:.....

Telephone Contact .....

Email:.....

**M. FOR OFFICIAL USE ONLY**

**APPRAISING LOANS OFFICER'S RECOMMENDATION LOAN**

Amount Ugx.....

Loan Disbursement Phases (No.) .....

Proposed repayment mode.....

I have verified the authenticity of the student's admission letters.

Comments .....

.....

.....

Loans Officer's Name & Signature .....

Date .....

**O. OPERATIONS MANAGER**

Decision:- Approved/ Recommended / Declined / Deferred

Reason(s) for Rejection / Deferring of Application .....

.....

Amount Approved Ugx .....

Approved Loan Period .....

Conditions .....

Head, Operations (Name & Signature) .....

Date .....

**NOTE:**

**Please submit your fully filled application form to any Centenary Bank Branch.**