



# KENYATTA UNIVERSITY ALUMNI CARD APPLICATION FORM

Thank you for your decision to sign up for the trailblazing KU Alumni Card. Please complete the details (IN CAPITAL LETTERS) and return the form, together with a copy of your ID and recent passport size photograph, to your nearest Equity Bank Branch or Kenyatta University Centre. You can also upload the signed form and send it [applications@kualumniacard.net](mailto:applications@kualumniacard.net)

## 1 Please tell us about yourself

|                    |  |  |  |  |  |                            |                          |        |                          |                |                          |         |                          |        |                          |        |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------------|--|--|--|--|--|----------------------------|--------------------------|--------|--------------------------|----------------|--------------------------|---------|--------------------------|--------|--------------------------|--------|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Full name          |  |  |  |  |  |                            |                          |        |                          |                |                          |         |                          |        |                          |        |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Nationality        |  |  |  |  |  | Gender: Male               | <input type="checkbox"/> | Female | <input type="checkbox"/> | Marital status | <input type="checkbox"/> | Married | <input type="checkbox"/> | Single | <input type="checkbox"/> | Others |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Date of birth      |  |  |  |  |  | Passport / National ID No. |                          |        |                          |                |                          |         |                          |        |                          |        | Number of children |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KU Graduation year |  |  |  |  |  | KU registration number     |                          |        |                          |                |                          |         |                          |        |                          |        |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Course studied     |  |  |  |  |  |                            |                          |        |                          |                |                          |         |                          |        |                          |        |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Department         |  |  |  |  |  |                            |                          |        |                          |                |                          |         |                          |        |                          | School |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## 2 Contact details

|                         |  |  |  |  |  |           |  |  |  |  |                    |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------|--|--|--|--|--|-----------|--|--|--|--|--------------------|--|--|--|--|--|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Telephone (Mobile)      |  |  |  |  |  |           |  |  |  |  | Telephone (Office) |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Official e-mail address |  |  |  |  |  |           |  |  |  |  |                    |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Personal e-mail address |  |  |  |  |  |           |  |  |  |  |                    |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Mailing address         |  |  |  |  |  | City/Town |  |  |  |  |                    |  |  |  |  |  | Postal code |  |  |  |  |  |  |  |  |  |  |  |  |  |

## 3 Employment/Business Details

|                                                                                        |          |                          |               |                          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|----------------------------------------------------------------------------------------|----------|--------------------------|---------------|--------------------------|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Nature of employment                                                                   | Salaried | <input type="checkbox"/> | Self employed | <input type="checkbox"/> | Industry |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Name of employer/Business                                                              |          |                          |               |                          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Designation                                                                            |          |                          |               |                          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Address of employer (for salaried employees) / Address of business (for self-employed) |          |                          |               |                          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                                                        |          |                          |               |                          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## 4 Residential Details

|                     |                          |            |                          |                |                          |        |                          |                  |                          |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------------------|--------------------------|------------|--------------------------|----------------|--------------------------|--------|--------------------------|------------------|--------------------------|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Type of residence   | <input type="checkbox"/> | Self-owned | <input type="checkbox"/> | Under mortgage | <input type="checkbox"/> | Rented | <input type="checkbox"/> | Company provided | <input type="checkbox"/> | Other |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Residential address |                          |            |                          |                |                          |        |                          |                  |                          |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## 5 How did you know about the KU Alumni Card?

|                                                                            |                     |                          |                  |                          |             |                          |                          |                          |                          |                          |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|----------------------------------------------------------------------------|---------------------|--------------------------|------------------|--------------------------|-------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| <input type="checkbox"/>                                                   | Email               | <input type="checkbox"/> | Newspaper advert | <input type="checkbox"/> | SMS from KU | Social Media             | <input type="checkbox"/> | Facebook                 | <input type="checkbox"/> | LinkedIn                 |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input type="checkbox"/>                                                   | A fellow KU alumnus | <input type="checkbox"/> | Radio            | <input type="checkbox"/> | TV          | <input type="checkbox"/> | Twitter                  | <input type="checkbox"/> | Google +                 | <input type="checkbox"/> | Other |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| If from a KU alumnus, please indicate their name, number and email address |                     |                          |                  |                          |             |                          |                          |                          |                          |                          |       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## 6 Payment

|                        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |                                                                                                                                                                                                   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| MPESA Reference Number |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | This is the reference number you will receive as part of the confirmation message once you send funds to our MPESA Paybill Number 960500. The card will be processed upon confirmation of payment |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

## 7 Declaration

By signing this form, I declare that:

a) I have read, understood and agree to be bound by the terms and conditions outlined overleaf, governing the use of Kenyatta University Alumni Card and subsequent amendments from time to time as may be issued by the University and project partners. b) I understand that I will be responsible for any cash withdrawn or transferred and cost of goods and services rendered by use of the card. Use of any such card will be evidence of receipt and acceptance of these rules. c) I warrant that the information provided is true and correct. d) I understand that the University and project partners reserve the right to decline the application without giving reason to the extent permitted by law.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### FOR OFFICIAL USE ONLY

KENYATTA UNIVERSITY:  
I confirm that the information provided is correct  
and that the applicant's details have been verified

Authorised signature \_\_\_\_\_  
Date \_\_\_\_\_

## TERMS AND CONDITIONS OF USE

1. **ACCEPTANCE:** a) Before you sign the application form, please read the agreement very carefully. If in doubt contact the nearest Kenyatta University Alumni Office. b) By signing the application form you formally agree to the terms and conditions of this agreement. c) The issuance of the card and your acceptance and use of it will be governed by the condition and terms in force at the time of use. d) This agreement binds all the KU Alumni Card holders.
2. **WORDING:** The words and definitions in this application form shall be understood and meant to be: a) This agreement means the agreement between Kenyatta University and the cardholder, the terms and conditions of use of which are varied from time to time. b) KU and The University mean Kenyatta University. c) Cardholder is the individual who has been issued with the MasterCard-branded Kenyatta University Alumni Card (powered by Equity Bank). d) Transaction instruction means an instruction given by the use of the card. e) Terminal means Automated Teller Machine (ATM) or point of sale terminal through which transaction instructions may be given. f) KU Alumni Card means card issued for drawing cash and obtaining other services through the terminals or point of sale. g) PIN means Personal Identification Number required to gain access via an ATM terminal, to give a transaction instruction or Point of Sale terminal where applicable. h) The Bank means Equity Bank, who are powering the KU Alumni Card.
3. **USE OF THE CARD** a) The card holder must sign the card as soon as it is received. The card will only be valid for the period indicated on the card and upon expiry it shall be renewed at a fee. b) The card will be used to withdraw cash and access other services at ATMS and merchant locations operated by the Bank or other ATMS and merchant locations operated by other members as identified with the MasterCard logo to purchase goods and services both in Kenya and outside Kenya. c) An Electron card may be used locally and worldwide to withdraw cash from the ATM operated by members of MasterCard (identified by the logo of MasterCard) and to purchase goods and services from merchants equipped with point of sale terminals identified by the logo MasterCard electron. d) All such withdrawals and purchases shall be debited from the customer's account at such rate of exchange as may be described by the Bank at the relevant time. e) If a card is lost or stolen the card holder must notify the Bank immediately. The cardholder shall be liable in respect of such a transaction instruction given prior to receipt by the Bank of such a notification of such a loss, theft or disclosure within Kenya and worldwide to withdraw cash and purchase goods. f) We will convert all transactions on the account into shillings using the exchange rate and a percentage commission on the amount of the transaction. Please note that the exchange rate may not be the same as the rate of the date of the transaction as conversion may take place at a later date. g) Card transactions shall be evidenced by a voucher signed issued by the merchant and duly authorized by you using a PIN or signature. You shall enter your PIN or append your signature when using your card to purchase goods and services but failure to do so shall not relieve you of your duties or from liability for any card transaction effected by the Bank for your account through use of your card. h) The card should not, under any circumstances, be used for any unlawful purpose(s) including the purchase of goods and/or services prohibited under Kenyan Law.
4. **SAFEGUARDING THE CARD & THE PIN:** a) The cardholder must exercise all due care and attention to ensure the safety of the card and the secrecy of the Personal Identification Numbers (PIN) at all times to prevent the loss of and/or use of his/her card or PIN by any third party or unauthorized user. b) A cardholder is fully responsible for ensuring that the PIN is not disclosed to anyone under any circumstances and he/she is encouraged to change it frequently. The PIN should be kept secret at all times and should be memorised and destroyed immediately. c) Magnetic strip at the back of the card should not be scratched or put with items that can damage it.
5. **LOST CARDS:** a) If a card is lost or stolen, or if a PIN is disclosed to any unauthorised person, the cardholder(s) must immediately notify the Bank of such loss, theft or disclosure. Any verbal notification must be confirmed in writing immediately. The cardholder will be liable in respect of any transaction instruction given prior to receipt by the Bank of notification of such loss, theft or disclosure. b) The card may, for various reasons, be captured (retained) by the ATM terminal. The cardholder should visit the Bank/Branch where his/her card was captured on the next working day and present the ATM services slip given by the ATM during capture together with his/her National ID in order for him/her to get their card back.
6. **CANCELLATION OF CARDS:** a) The cardholder may at anytime cancel his/her card by returning it to the bank after cutting it in half b) The Bank may at anytime and without notice cancel and suspend the right to use any card entirely or in respect of specific facilities or refuse without in any case affecting the principle cardholder's obligations under this agreement and which shall continue to be in force. c) The card remains the property of the Bank at all times. On request the card must be returned immediately to the Bank or any other person acting for the Bank. The Bank shall notify the cardholder(s) the particulars of any such persons.
7. **RENEWAL AND REPLACEMENT OF CARDS:** a) Card will be renewed automatically 30 days before the day of expiry and the renewal fee debited to your account. b) If a cardholder does not wish to renew his/her card, he/she should notify the Bank or the University in writing 2(two) months before the date of expiry. c) If a cardholder loses or damages his/her card, the Bank may at its own discretion issue a replacement card(s) and charge a fee at the rates applicable at the time of replacement.
8. **QUERIES:** a) All queries should be communicated to your branch or the University during working hours. b) Any changes in the cardholders mailing address must be communicated to the Bank or the University immediately.
9. **DISCLAIMER:** a) The Bank and the University are not responsible for goods and services charged to the card. b) The Bank and the University accept no responsibility for the failure of a merchant to accept the card or of any loss or damages arising from the manner of its acceptance. Any dispute should be settled with the merchant concerned.

**The discounts offered at partner outlets may be subject to other terms and conditions as agreed between the University and the outlets.**
10. **LIABILITY OF CARDHOLDER:** a) The cardholder shall be fully liable in respect of each transaction instruction given by the use of his/her card confidential information displayed on a terminal must not be disclosed to a third party. The Bank and the University shall not be liable for any disclosure arising out of a transaction instruction or to loss, injury or damage arising out of the use of the ATM terminal.
11. **AMENDMENTS OF CONDITIONS:** a) These terms and conditions may be amended at any time and from time to time without notice from the Bank to the cardholder(s). b) Any such amendment shall be deemed to be effective and binding on the cardholder(s) on receipt of any subsequent use of the card shall be deemed to constitute acceptance. c) If the cardholder does not accept such changes, he/she may terminate this agreement by cutting his/her card in half and returning it to the Bank or the University. The cardholder remains liable for charges made up to date of termination.
12. **LAW:** These terms and conditions shall be constructed and the provisions of Equity Bank's card facilities shall be regulated and governed in accordance with the Laws of Kenya and the parties submit to the exclusive jurisdiction of the Kenyan Courts.

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