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### **1<sup>ST</sup> TIME APPLICANTS OF COMPLIANCE CERTIFICATES FOR NON-BENEFICIARIES OF UNIVERSITY LOAN**

If you were not a beneficiary of Government of Kenya/ HELB university education loans scheme and you are applying for a compliance certificate for the first time, please provide the following at Huduma Centres across the country:

- 1) Duly filled HELB enquiry form to be issued at Huduma Centres;
- 2) A letter confirming you did not receive a Diploma or University loan from the Government of Kenya through the Ministry of Education and/or the Higher Education Loans Board from 1974/75 to date. This also includes loans given through Ford Foundation, TVET, Training Revolving Funds for KRA and Public Servants, AfyaElimu, County and Constituencies;
- 3) Copy of final High School Examination certificate;
- 4) University/College transcripts and graduation Certificate;
- 5) Copy of national ID (both sides) and;
- 6) A bank slip of Kshs.1000 paid to HELB Operations A/C NO.**1104823047** KCB University Way Branch

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### **RENEWAL OF COMPLIANCE CERTIFICATES FOR NON-BENEFICIARIES OF UNIVERSITY LOAN**

If you were not a beneficiary of Government of Kenya/ HELB university education loans scheme and you had previously received our compliance certificate, please fill a HELB enquiry form, attach a copy of the previous compliance certificate and pay Kshs. 1,000.00 as per details provided below:

- Account Name: HELB Operations
- Account Number: 1104823047
- Branch: KCB University Way Branch

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**Note:** HELB Compliance Certificates are only processed at Huduma Centres and **not** Anniversary Towers