

Teresa Nuzzo Girls' Secondary School

P.O. BOX 463- 00232, Ruiru.

Tel.0726082423/0773607306

Email: teresanuzzogirls@gmail.com

NAME:

SECONDARY SCHOOL:

Dear.....

I have the pleasure to inform you that you have been offered a place in Form ____ in our school. You are expected to report to school immediately wearing the school uniform of your former school. We are located in Ruiru- Membley Estate (Forest Court). On the way to Kahawa west, take the first exit after the By-pass round - about. We are next to St. Lucia Catholic church- Membley.

Teresa Nuzzo Girls Secondary school is a catholic private school in the Archdiocese of Nairobi, adopting the ethos of Catholic tradition. We aim at promoting holistic growth of our students through teaching Christian values, character formation and academic excellence. It is in this respect that all the students and other stakeholders joining/visiting/working in this institution shall adhere, esteem and reinforce the tradition of the Catholic Church in the school while maintaining their own faith. Therefore, no one shall introduce contradictory customs or alter the Catholic way of running our institution. We do not offer special diet whatsoever.

Medical checkup should be done in a government hospital/Catholic using the attached medical form. We do not take cash money in school. Kindly deposit ALL the money including school uniform into the school account:

- ❖ Family Bank (Ruiru Branch)
- ❖ Account name: Teresa Nuzzo Girls Secondary School
- ❖ Account No: 024000029193

Yours Faithfully,

Sr. Pauline Mumina
PRINCIPAL

TERESA NUZZO GIRLS SECONDARY SCHOOL
21 NOV 2025
P. O. Box 463-00232, RUIRU
SIGN:.....

SCHOOL REQUIREMENTS

Every student is expected to bring the following with her on the reporting date:

1. 2 passport size photos in your former school uniform.
2. KCPE results fully certified by your Head teacher.
3. Photocopy of primary school leaving certificate certified by your Head Teacher.
4. A photocopy of your birth certificate.
5. Clearance letter from your former school.
6. Your UPI/NEMIS number from your former school.
7. Recent medical report from a government/Catholic hospital.

Uniform to be purchased from school:

➤ 2 skirts	1,600/=
➤ 2 blouses	1,400/=
➤ 1 T-shirt	750/=
➤ 1 sweater	1,200/=
➤ 1 Sleeveless sweater	1,000/=
➤ 1 Jumper	1,800/=
➤ 1 Weekend dress	800/=
➤ 1 pair of track suit	2,000/=
➤ 1 Blazer	2,500
➤ 1 Tie	150/=

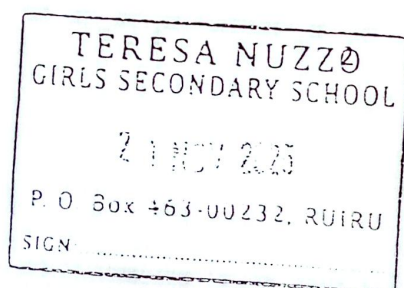
NB: Head scarfs will not be accepted as part of the school uniform. Home clothes should not be brought to school. Once confiscated, will not be given back.

Other items to be purchased from the school will include:

➤ 4 Inch Mattress	3,000/=
➤ 1 pillow	400/=
➤ 1 bed cover	1,000/=
➤ School Hymnal	600/=

Please purchase for yourself the following:

1. A Pair of low heeled **black** leather shoes (Bata shoes).
2. 1 pair of black sports shoes.
3. Simple black sandals (not plastic) plain colour without decorations.
4. 2 pairs of white socks.
5. **Boarding requirements:**
 - A Medium size metal box
 - 2 pairs (4 pieces) of light blue bed sheets and 2 light blue pillow cases.
 - 1 blanket

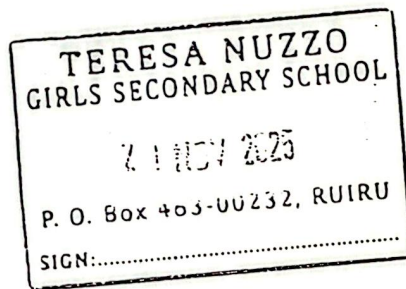


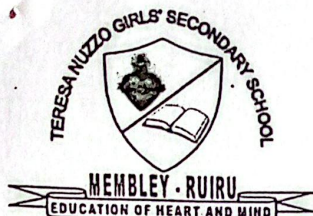
- 2 buckets, a basin, slippers, towel, Night dress (pyjama/a long night dress- not short sleeved) and a Leso.
- A floor cloth for cleaning.
- Padlocks for your box and locker
- A plate, cup and a spoon (plastics are not allowed- Melamine preferred)

8. All other Personal Effects

9. Class Requirements:

- Four- Figure KNEC Mathematical table (8th Edition)
- A Bible –New Revised Standard Edition.
- Moran Secondary School Atlas
- Oxford Advanced Learners Dictionary –New 9th Edition
- Kamusi ya Karne 21 -Oxford
- Oxford Geometrical set.
- Scientific calculator (Casio Fx-82MS)
- A spring File
- 5 graph books 120 pages
- One ream of photocopy papers
- All Exercise books you were using in your former school.
- Extra 5 Exercise books for extra work.





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FEE STRUCTURE 2026

SCHOOL FEE	TERM 1	TERM 2	TERM 3	TOTAL
Admission fee	8,000			8,000
Tuition fee	11,500	11,500	11,500	34,500
Boarding fee	13,000	13,000	13,000	39,000
Administration cost	3,000	3,000	3,000	9,000
Co curricula activity	1,500	1,500	-	3,000
Medical	500	500	500	1,500
Repair and maintenance	1,000	1,000	1,000	3,000
Local transport	1,500	1,500	-	3,000
Examinations	1,000	1000	1000	3,000
Caution fee	1,000			1,000
School ID	500			500
TOTAL	42,500	33,000	30,000	105,500

Other Levies: Remedial lessons: 2,500/= per term.

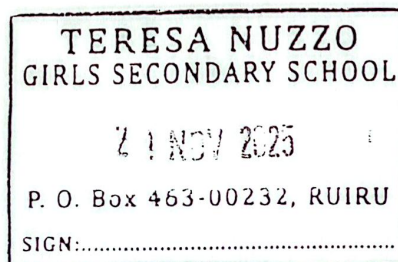
Note: All school fees is to be deposited in:

- ❖ Family Bank (Ruiru Branch)
- ❖ Account name: Teresa Nuzzo Girls Secondary School
- ❖ Paybill : 222111
- ❖ Account No: 024000029193

Faithfully,

Sr. Pauline Mumina

Principal



PERSONAL DATA

This form is to be filled by the student and parent/guardian.

NAME OF STUDENT.....

DATE OF BIRTH.....AGE.....

PRIMARY SCHOOL:ADDRESS.....

KCPE INDEX NO.....MARKS.....

COUNTY.....SUB COUNTY.....

CONSTITUENCY.....TOWN.....

Name of Father.....Occupation.....

Address.....Mobile No.....

Name of Mother.....Occupation.....

Address.....Mobile No.....

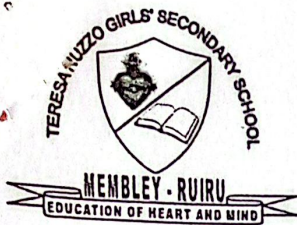
Father or Mother Passed away.....

Are your parents living together or divorced.....

In case of discipline who will be contacted.....

Your Religion.....Denomination:

TERESA NUZZO
GIRLS SECONDARY SCHOOL
4 NOV 2025
P. O. Box 463-00232, RUIRU
SIGN:.....



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STUDENT'S MEDICAL EXAMINATION REPORT

Name:.....Age:.....

N/B: Every student is supposed to bring this report after having been examined in a catholic or government hospital

1. Physical examination.....

2. Systemic examination

C.V.S a) P. Rate.....

 b) B.P.....

 c) Heart sounds.....

R.S.....

C.N.S.....

3. INVESTIGATION

HB:

HIV:

PT:

Urinalysis:

Stool analysis.....

Blood group.....

Allergy to food

Confirmation:

This is to confirm thathas been examined today.....and that she is medically **fit/unfit**.

DateSignatureOfficial rubber stamp.

