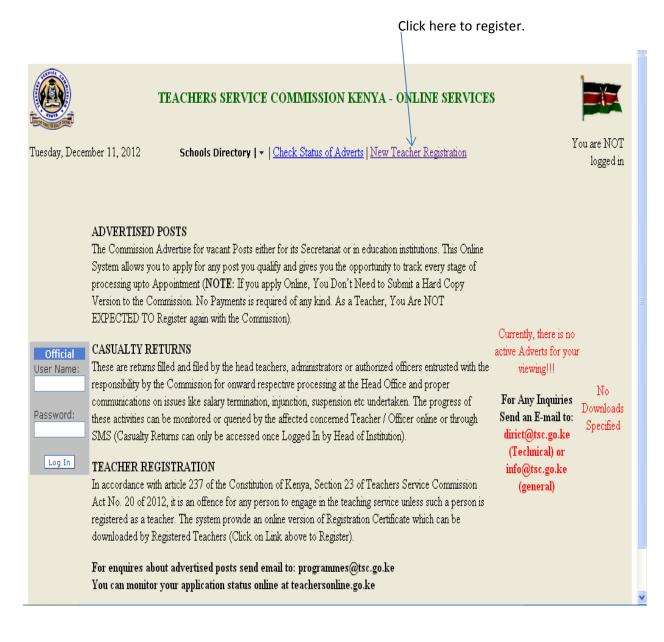
To Register for TSC Number as a teacher, visit <u>www.teachersonline.go.ke</u>.

Click on the New Teacher registration module.



When you click on the New Registration Module you will be taken to the screen below;

TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES	
PAGE 1 of 5 Section A: Important Notes for Applicants (TSC Does Not Accept Paper Applications).	
<ol> <li>All section of this registration application MUST be completed in full.</li> <li>Please fill in all the required information.</li> <li>It is a serious offence to willfully give false information to the Teachers Service Commission. The law provides that any person convicted of the offence may be fined up to Ksh 100,000 or imprisoned for Twelve (12) months or both (Section 44 of TSC Act No. 20 of 2012).</li> <li>You can save part of this form and this form and come later to complete it.</li> <li>Scan and Attach Only All Required Documents: a Documents Should be Certified by TSC County Director / Quality Assurance Officer / Staffing Officer / HRO before Scanning.</li> <li>For Expatniate Teachers, attach a letter of clearance from Ministry of Education Vetting Committee.</li> <li>A non refundable fee of Kshs. 500/- deposited to the TSC Registration Account National Bank of Kenya (Direct Banking to A/C No. 01001000905001 or Simple Banking using Business Number 547700 is required for processing your certificate. Ensure you have Bank Deposit Sib before proceeding with the application.</li> </ol>	
Fill in the following and Click Next Page Button to Constinue	
IDNo./Passport Next Cancel ©Copyright 2010 - TSC - All Rights Reserved	
Type ID No. /Passport	Type your surname
$\backslash$	
Click next	

Type your ID number and surname, click on the button "Next" to move to the next screen as shown below.

TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES
PAGE 2 of 5 Section B: Applicants Basic Details
ID No/Passport 234566 Surname Okoko First Name
Other Names Religion Christianity
Date of Birth e.g. 20-03-1980 (Format (dd-mm-yyyy) Gender OM OF
Permanent Address
P.O. Box Post Town/City
Current Address
P.O. Box Post Town/City
Telephone/Mobile Nationality Kenyan
Cancel ©Copyright 2010 - TSC - All Rights Reserved

Click NEXT button to move to the next screen after filling all the provided fields.

A screen appears as shown below; Click the to add				o add				
TEA	TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES							
PAGE 3 of 5 Section C: Educ	ational and Profession	al Oualificat	ions					
Education	Name of Institution	From	То	Specialization	Certificate	Certificate No.	Certificate Date Upload	Action
Primary	Kirui	1995	2003	KCPE	8-4-4	45623	30-11-2003 [Add]	×
Secondary	Kieni	2004	2008	KCSE	Olevel	456213	31-12-2008 [Add]	×
University	KU	2009	2012	DEGREE	Degree	468799	30-11-2012 [Add]	×
Primary 💌					Degree 💌			1
K	Mext>> Cancel							
	©Copyright 2010 - TSC - All Rights Reserved							
Click nex	Click next to move to the next screen							
	Click 🚺 to save scanned documents							

When you click "Add", a screen as shown below appears where you choose the scanned documents and upload.

TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES	
Back	
Upload Scanned Certificate Uploading	
File Attach Choose File No file chosen	
Upload	
Upload status:	
©Copyright 2010 - TSC - All Rights Reserved	

Upload

Click after choosing the document to be added and a screen appears as shown below with the message in blue "File Uploaded!"

TEACHERS SERVICE COMMISSION OF KENYA
Back
Upload Scanned Certificate Uploading
File Uploaded!!
File Attach
Upload
Upload status:
©Copyright 2010 - TSC - All Rights Reserved

Click on the button **Back** to upload the other documents and once all the documents are added click "next "on the form below.



TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES         PAGE 4 of 6         Section D: Documents Uploaded					
Type Description View Upload Action Next>> Cancel ©Copyright 2010 - TSC - All Rights Reserved					
Click on the button to make the fields active for typing. After clicking on the action button choose the type of document to upload from the drop down Y list and attach the scanned documents. For					
example ID as shown in the screen below; TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES					
Upload Scanned File Uploading Type ID / Passport File Attach Choose File nature.jpg Description ID Upload					
Upload status: ©Copyright 2010 - TSC - All Rights Reserved					

Once the document is attached, click and a screen appear with the words "File uploaded!!" as shown below;

TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES
Back
Upload Scanned File Uploading
File Uploaded!!
Type ID / Passport 💌
File Attach Choose File No file chosen
Description ID
Upload
Upload status:
©Copyright 2010 - TSC - All Rights Reserved

Once all the documents are uploaded you get the screen below;

TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES					
PAGE 4 of					
Section D:	Documen	ts Uploade«	d.		
				1	
Туре	Description	View Upload	Action		
ID / Passport	ID	[View]	X		
			1		
Next>> Cancel ©Copyright 2010 - TSC - All Rights Reserved					

/ Click "next" to move to the next form.

TEACHERS SERVICE COMMISSION OF KENYA ONLINE SERVICES					
PAGE 4 of 5 Section C: Other Details					
Major Subject(s) Studied	All				
Minor Subject(s) Studied	All				
Previous TSC Number (if previously registered)					
Permanent Address					
8. Have you ever been Dismissed from service? Sector)	(civil service,Public service, Teaching Service or Private	○Yes ⊙No			
	If yes, give Dismissal details:				
Note: The fact of an applicant declaring that he/she has been convicted of an offence will not necessarily bar him/her from registration by the Teachers Service Commission. Each case will be considered on its merit having regard to the nature and the circumstances of the offence.					
9. Have you ever been convicted of any charge in a Court of Law? O Yes O No					
	If yes, give Conviction details:				
10. Do you have any Medical,Physical or Menta	OYes ⊙No				
	If yes, Select Impairment:	Physical 💌			
11. a. Payment Mode (Mandatory Fee) Direct	Banking 💌	b. Pay-In Slip Number			
I certify that the Particulars furnished on this form	n are correct.				
NB: It is a serious offence to willfully give false information to the Teachers Service Commission. The law provides that any person convicted of the offence may be fined up to Ksh 100,000 or imprisoned for Twelve (12) months or both (Section 44 of TSC Act No. 20 of 2012).					
Select mode of payment	Type in th	e pay- in slip number			

Save and finalize after filling all the required fields.