



# THE KENYA NATIONAL EXAMINATIONS COUNCIL

*'On the Frontline in Quality Assessment and Examinations'*

All official correspondence should be addressed to:  
The Council Secretary/Chief Executive



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22<sup>nd</sup> January 2019

**TO: All Headteachers and Principals presenting candidates for the 2019 KCPE and KCSE examinations**

**SUBJECT: CLARIFICATION OF INDEX NUMBERS FOR 2019 KCPE AND KCSE EXAMINATIONS**

Please refer to the circular on Registration of Candidates for the 2019 KCPE, KCSE and KCSE Qualifying Test (QT) examination clause 1.5 and note the following.

- 1.0 Over the years, heads of institutions have been using class performance to determine the indexing of the candidates in KCPE and KCSE examinations with the best candidate given index 001.
- 2.0 The Kenya National Examinations Council wishes to deviate from this practice and advise all headteachers and Principals to assign index numbers as per the admission register issued to the pupils/students as they joined the school.
- 3.0 The registration of candidate should therefore reflect the county code, sub county code, school examination center code as given by the Sub County Director of Education and the last three digit to reflect the candidate's index number.
- 4.0 The instructions to be followed as per 3.0 above using Kalimani primary school in Makueni County, Kibwezi Sub County is as follows:-

18	-	Makueni
325	-	Kibwezi
101	-	school code
001	-	first pupil/student in the admission register
002	-	second pupil/student in the admission register

Please bring this information to the attention of all officers involved in the registration of candidates for the 2019 KCPE and KCSE examinations.

  
**Dr. Mercy G. Karogo, MBS**  
**Ag. CHIEF EXECUTIVE OFFICER**

- c.c**
- (i) Regional Directors of Education
  - (ii) County Directors of Education
  - (iii) Sub County Directors of Education