

KNEC CAREER GUIDANCE HANDBOOK



Kenya National Examinations Council

P.O. Box 73598 - 00200 Nairobi, Kenya / Tel: +254-20-341050/27 / Fax: +254-020-2226032 / Email: info@kneec.ac.ke / Website: www.kneec.ac.ke

“On the frontline in Quality Assessment and Examinations”



Second Edition
June 2015



ACKNOWLEDGEMENT

The Kenya National Examinations Council (KNEC) is a state corporation whose national function is to offer examinations as stated in the fourth schedule of the Constitution of Kenya 2010. KNEC is therefore accountable to the government of Kenya as well as to the people of Kenya.

KNEC has a communication strategy whose main objective is to communicate information related to standards and examinations in this country. The promulgation of the Constitution of Kenya 2010 and the enactment of the KNEC Act 2012 and other sectoral Acts have created an environment where the effectiveness and credibility of KNEC as an examination board depends to a considerable degree on its ability to communicate.

The production of a career guidance handbook is therefore a communication process aimed at providing basic and critical information on the foundation of career planning and choices.

The 1st edition of the career guidance handbook was produced in 2014. It was distributed to secondary schools in the country. Feedback received indicate a need for more information to guide school leavers on the various courses available in the market for study hence the production of the 2nd edition.

The development of this career guidance handbook is as a result of a long and intensive consultative process involving the department of Test development, Examination Administration, Business and Technical and the Public Communications section.

I am pleased to therefore acknowledge the efforts of a professional team that immensely contributed to the contents of this document. Mwai Nyaga, Paul Korir, Patrick Ochich, David C Otieno, Gladys Ingolo, Frida Were, Alice Atamba and Dorothy Saina were instrumental in this endeavour.

The efforts of these professionals were complimented by a special secretariat team composed of Caroline Gichuru and Seline Agunda both from the Public Communications section.

I am pleased to note that the Council has put in place mechanisms to disseminate this handbook to the target population and it is my hope that it will benefit this population.



Dr. Joseph Kivilu

Chief Executive Officer

Second Edition

June 2015



FOREWORD FROM THE CHIEF EXECUTIVE OFFICER

The first Career Guidance Handbook produced by the Kenya National Examinations Council (KNEC) in 2014 was a huge success with 6000 copies distributed to secondary schools across the country. The first edition elicited a lot of good and valuable input from schools and stakeholders in the education sector, who also demanded for more copies.

Making a choice on what course to study in readiness for a career can be both exciting and challenging. KNEC is therefore presenting this revised second edition Career Guidance Handbook to school leavers at primary, secondary and tertiary levels to make it easier for them, to find relevant career information based on course selection.

As an examining body, we are aware that far too often, learners leave school with very little knowledge about the opportunities that are waiting out there for them. This Guide Handbook provides information to prepare school leavers for this new experience and help them settle on studying a course that will lead to a career of choice.

Through this Handbook, learners are provided with information on courses they may need to study based on their qualifications thus encouraging them to dream big and become successful citizens of this country. The information provided in the Handbook will help school leavers understand and hopefully, help them to make wise decisions about their career path.

It is true that some jobs are more important than others, yet the truth is that everyone in any given sector plays a part in keeping any business or organization running. What is important is the need to understand the value of courses and the career options available based on ones qualification. The courses provided in this handbook will help you understand just how important every qualification is and the fact that attainment of any qualification at primary, secondary and tertiary levels does not condemn one to obscurity.

The courses contained in this Handbook are examined by KNEC but offered in both public and private institutions. The school leavers are therefore encouraged to take an interest in course programmes outlined in the Handbook.

Every attempt has been made to ensure that the information is accurate, clear, covering most aspects of courses examined by KNEC as of the revision date of January 2015

Finally KNEC will appreciate any comments or feedback that would improve the usefulness of this guide

Dr. Joseph Kivilu

Chief Executive Officer

KNEC PROFILE

Vision

FEATURED

To be a world class organization in **assessment** for quality education.

Mission

FEATURED

To objectively **assess** learning achievements in order to safeguard and enhance globally acceptable educational certification standards.

Mandate

FEATURED

According to section 10 of the **Kenya National Examinations Council Act No. 29 of 2012**; KNEC is mandated to:

- set and maintain examination standards;
- conduct public academic, technical and other national examinations within Kenya at basic and tertiary levels;
- award certificates or diplomas to candidates in such examinations;
- confirm authenticity of certificates or diplomas issued by the Council upon request by the government, public institutions, learning institutions, employers and other interested parties;
- issue replacement certificates or diplomas to candidates in such examinations upon acceptable proof of loss or damage of the original;
- undertake research on educational assessment;
- advise any public institution on the development and use of any system of assessment when requested to do so, and in accordance with such terms and conditions as shall be mutually agreed between the Council and the public institution;
- promote the international recognition of qualifications conferred by the Council;
- advise the Government on any policy decision that is relevant to, or has implications on, the functions of the Council or the administration of examinations in Kenya;
- do anything incidental or conducive to the performance of any of the preceding functions.



Core Functions

FEATURED

The core functions of the Council are to:

- develop national examination tests;
- register candidates for the KNEC examinations;
- conduct examinations and process the results;
- award certificates and diplomas to successful candidates;
- issue replacement certificates and diplomas;
- conduct educational assessment research;
- carry out equation of certificates and diplomas issued by other credible examining boards;
- conduct examinations on behalf of foreign examination boards;

Core Values

FEATURED

In its operations, the Council is guided by the following values:

- respect to rule of law as stipulated in the Constitution; the KNEC Act No. 29 of 2012; Basic Education Act No. 27 of 2012 and other laws of the land;
- responsiveness to national and sectoral policies;
- strict adherence to examination regulations in the conduct of examinations;
- maintenance of high level of efficiency, integrity and honesty by all Council employees and contracted professionals involved in the conduct of examinations;
- Conducting examinations that are relevant, fair, valid and reliable;
- responsiveness to public needs in service delivery;

The KNEC Business

FEATURED

The business of KNEC is to administer examinations and issue certificates to successful candidates, equate certificates issued by other examining bodies, and to carry out research on educational assessment



1.0 CAREER GUIDANCE HANDBOOK ON BUSINESS, TECHNICAL AND TEACHER EDUCATION COURSES

1.1 BUSINESS COURSES

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Business Education Single and Group Certificate (BES&GC)	BES&GC	Certificate Stage I	KCPE OR Equivalent qualification approved by KNEC	1 year	Copy Typist; Salesperson; Clerical Officer
		Certificate Stage II	Pass in BES&GC Stage I	1 year	Shorthand Typist; Human Resource Assistant; Secretarial Assistant; Clerical Officer
		Certificate Stage III	Pass in BES&GC Stage II	1 year	Personal Secretary; Executive Secretary; Human Resource Officer
Business Technical Education Programme (BTEP)	Clerk/Typist	Artisan Certificate	KCPE OR Equivalent qualification approved by KNEC	2 years	Clerk/Typist
	Salesmanship	Artisan Certificate	KCPE OR Equivalent qualification approved by KNEC	2 years	Salesperson
	Storekeeping	Artisan Certificate	KCPE OR Equivalent qualification approved by KNEC	2 years	Storekeeper; Warehouse Clerk
	Accountancy	Certificate	KCSE Mean Grade D (Plain)	2 years	Accounts Clerk; Accounts Assistant;
	Banking & Finance	Certificate	KCSE Mean Grade D (Plain)	2 years	Bank Clerk/SACCO Clerk
	Co-operative Management	Certificate	KCSE Mean Grade D (Plain)	2 years	Cooperatives Assistant; Clerk
	Archives & Library	Certificate	KCSE Mean Grade D (Plain)	2 years	Archives & Library Assistant



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Business Technical Education Programme (BTEP)	Information Studies	Certificate	KCSE Mean Grade D (Plain)	2 years	Library Assistant
	Accountancy	Diploma	KCSE Mean Grade C- (Minus)	3 years	Accountant
	Banking & Finance	Diploma	KCSE Mean Grade C- (Minus)	3 years	Bank Officer; Bank Clerk
	Co-operative Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Cooperatives Assistant; Cooperatives Officer; SACCO Assistant Manager
	Legal Secretarial Studies	Diploma	KCSE Mean Grade C- (Minus)	3 years	Legal Secretary; Personal Secretary
	Labour Studies and Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Labour Relations Officer; Trade Union Officer; Human Resource Officer
	Entrepreneurship Development	Diploma	KCSE Mean Grade C- (Minus)	3 years	Entrepreneur; Business Development Officer
	Secretarial Management	Higher Diploma	Diploma in Secretarial Studies OR BES&GCE Secretarial Option Stage III	2 years	Office Manager; Executive Secretary; Executive Office Manager
Business Technical Education Programme (BTEP)	Business Management	Higher Diploma	Diploma in Business Management	2 years	Manager: Assistant Manager

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Business Technical Education Programme (BTEP)	Human Resource Management	Higher Diploma	Diploma in Human Resource Management, Diploma in Management, Diploma in Business Management (TVET), Diploma in Business Administration (BTEP), Diploma in Secretarial Studies (BTEP & TVET), Diploma in Personnel Management (BTEP) Diploma in Labour Studies and Management (BTEP), Diploma in Legal and Secretarial Studies (BTEP) complete single and group at stages I, II or III in Business Studies OR CPA (K), CPS (K) OR Degree from a recognized university and having attained the University entry requirement of Mean grade C+ (Plus at KCSE OR Equivalent qualification approved by KNEC	2 years	Human Resource Officer; Assistant Human Resource Manager; Human Resource Manager
	Entrepreneurship Development	Higher Diploma	Diploma in Entrepreneurship Development	2 years	Entrepreneur; Enterprise Development Officer; Entrepreneurship Development Trainer
	Tourism Management	Higher Diploma	Diploma in Tourism Management	2 years	Tourism Officer; Tour Operations Officer/Manager
	Library and Information Management	Higher Diploma	Diploma in Library and Information Studies	2 years	Librarian
	Archives and Records Management	Higher Diploma	Diploma in Archives and Records Management	2 years	Archives and Records Officer/Manager;



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Business Technical and Vocational Education and Training (BTVET)	Clerical Operations	Certificate	KCSE Mean Grade D (Plain)	2 years	Office Clerk; Registry Clerk
	Investment	Certificate	KCSE Mean Grade D (Plain)	2 years	Assisting in Analysing Investment Data;
	Maritime Transport Logistics	Certificate	KCSE Mean Grade D (Plain)	2 years	Container Depot Clerk; Shipping Clerk
	Secretarial Studies	Certificate	KCSE Mean Grade D (Plain)	2 years	Copy Typist; Shorthand Typist;
	Sales and Marketing	Certificate	KCSE Mean Grade D (Plain)	2 years	Salesperson; Sales Clerk; Sales Assistant
	Supply Chain Management	Certificate	KCSE Mean Grade D (Plain)	2 years	Storekeeper; Stores/Procurement/ Supply Chain Assistant
	Business Management	Certificate	KCSE Mean Grade D (Plain)	2 years	Administrative Assistant
	Human Resource Management	Certificate	KCSE Mean Grade D (Plain)	2 years	Human Resource Assistant
	Road Transport Management	Certificate	KCSE Mean Grade D (Plain)	2 years	Road Transport/Logistics Management Assistant;
	Information Studies	Certificate	KCSE Mean Grade D (Plain)	2 years	Library Assistant; Records Management Assistant
	Tour Guiding Operations	Certificate	KCSE Mean Grade D (Plain)	2 years	Tour Guide Operations Assistant
	Tour and Travel Operations	Certificate	KCSE Mean Grade D (Plain)	2 years	Tours and Travel Operations Assistant
	Maritime Transport Operations	Certificate	KCSE Mean Grade D (Plain)	2 years	Container Depot Clerk; Shipping Clerk

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Business Technical and Vocational Education and Training (BTVET)	Information Technology	Certificate	KCSE Mean Grade D (Plain)	2 years	ICT Assistant; Data Entry Clerk
	Project Management	Certificate	KCSE Mean Grade D (Plain)	2 years	Project Management Assistant; Event Management Assistant
	Secretarial Studies	Diploma	KCSE Mean Grade C- (Minus)	3 years	Shorthand Typist; Personal Secretary; Assistant Office Manager
	Sales and Marketing	Diploma	KCSE Mean Grade C- (Minus)	3 years	Sales and Marketing Officer/Manager
	Supply Chain Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Supply Chain Officer/Manager; Procurement Officer/Manager
	Business Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Office Supervisor



TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Business Technical and Vocational Education and Training (BTVET)	Human Resource Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Assistant Human Resource Officer; Human Resource Officer
	Road Transport Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Road Transport Officer; Logistics Management Officer; Fleet Manager
	Tourism Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Tourism Management Officer
	Tour Guiding Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Tour Guide Supervisor
	Information and Communication Technology	Diploma	KCSE Mean Grade C- (Minus)	3 years	Information and Communication Technology Officer
	Project Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Project Manager; Monitoring & Evaluation Officer
	Petroleum Management	Diploma	KCSE Mean Grade C- (Minus)	3 years	Assistant Petroleum Depot Manager; Petroleum Supply Chain Manager
	Investment	Diploma	KCSE Mean Grade C- (Minus)	3 years	Evaluating Investment Data; Investment Manager
	Maritime Transport Logistics	Diploma	KCSE Mean Grade C- (Minus)	3 years	Port Operations Manager; Shipping Documentation Supervisor; Logistics Manager

1.2 TECHNICAL COURSES

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
Technical and Vocational Education and Training (TVET)	Food and Beverage Production and Service	Craft	KCSE Mean Grade D (Plain) OR a Pass in a relevant Artisan Course	2 years	Waiter/Waitress; Cook; further education in Food and Beverage Production and Service at Diploma level; self employment
Technical Education Programme (TEP)	Housekeeping and Accommodation	Craft	KCSE Mean Grade D (Plain) OR a pass in a relevant artisan course OR Equivalent qualification approved by KNEC	2 years	Laundry Attendant; Room Attendant; Receptionist; further education in Housekeeping and Accommodation at Diploma level
TEP	Food and Beverage Production and Service	Artisan	KCPE OR Equivalent qualification approved by KNEC	2 years	Waiter/Waitress; Cook; further education in Food and Beverage Production and Service at Craft level; self employment
TVET	Fashion Design and Garment Making	NVCET Option I	KCPE OR equivalent qualification approved by KNEC	4 year s	Fashion Designer; Tailor/Garment Maker; Garment Designer; Garment Cutter; Sample Maker; further education at Craft level in Fashion and Design and Garment Making, self employment.



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Catering and Accommodation Operations	Craft	KCSE Mean Grade D (Plain)	2 years	Room Attendant; Waiter/Waitress; and further education in Catering and Accommodation Operations at Diploma level
TEP	Food and Beverage Management	Diploma	A pass in relevant Craft course OR KCSE Mean Grade C- (Minus)	3 years	Cook; Waiter/Waitress; Restaurant Supervisor; Kitchen Supervisor; Teaching; self employment in Food Production; Further education in Food and Beverage at Degree level
TEP	Catering and Accommodation Management	Diploma	A pass in relevant Craft course OR KCSE Mean Grade C – (Minus)	3 years	Room Supervisor; Kitchen Supervisor; Restaurant Supervisor; Room Attendant; Waiter/Waitress; Teaching; self employment in Food Production; further education in Food & Beverage at Degree level
TVET	Food and Beverage Management	Diploma	A pass in relevant craft course OR KCSE Mean Grade C- (Minus) OR equivalent qualifications as approved by KNEC	3 years	Cook; Waiter/Waitress; Restaurant Supervisor; Kitchen Supervisor; Teaching; self employment

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
					in Food Production; further education in Food and Beverage at Degree level
TVET	Catering and Accommodation Management	Diploma	KCSE Mean Grade C- (Minus) OR equivalent qualifications approved by KNEC	3 years	Supervisor; Restaurant Supervisor; Room Attendant; Waiter/Waitress; Teaching; self employment in Catering; further education in Catering and Accommodation at Degree level
TEP	Garment Making	Artisan	KCPE OR equivalent qualifications as approved by KNEC	2 years	Tailor; Dressmaker; self employment; further training in Garment Making at Craft level



TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Fashion Design and Garment Making Technology	Craft	Pass in relevant Artisan Course OR KCSE Mean Grade D (Plain) OR Equivalent qualification approved by KNEC	2 years	Fashion Designer; Garment Constructor; Supervisor; Garment Cutter; Pattern Cutter; Textile Designer; Sample Maker; Fashion Stylist; Embroiderer; Batik/Tie and Dye Producer; further education in Fashion Design and Clothing Technology at Degree level; self employment
TVET	Fashion Design and Clothing Technology	Diploma	Passed Craft Course in Fashion Design and Garment Making Technology OR KCSE Mean Grade C- (Minus) OR Equivalent qualification approved by KNEC	3 years	Fashion Promoter; Fashion Illustrator; Fashion Designer; Fashion Merchandiser; Fashion Journalist; Garment Cutter; Cutting Supervisor/Master; Pattern Cutter/Master; Quality Controller; Textile Designer; Fashion Consultant
					Garment Construction Technologist; Sample Makers; Fashion Forecasters; Instructors; Fashion Stylist; Embroiderer; Batik and

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
					Tie/Dye Expert; Researcher; further Education in Technical Teacher Training at Degree or Diploma level; self employment
TVET	Textile Technology	Diploma	Passed relevant Craft Course in Spinning, Weaving and Processing Technician OR KCSE Mean Grade C – (Minus) OR Equivalent qualification approved by KNEC	3 years	Spinning Technician; Weaving Technician; Knitting Technician; Processing Technician; Supervisor; Quality Controller; Fabric/Textile Designer; Researcher; further education in Textile Engineering level at Degree level
TEP	Educational Management	Higher Diploma	Diploma in Technical Education OR Equivalent qualification approved by KNEC	2 years	Diploma Technical Teacher; further education in Education at Degree level
TEP	Garment Making	Craft	Passed relevant Artisan Course OR KCSE Mean Grade D (Plain) OR Equivalent qualification approved by KNEC	2 years	Garment Constructor; Garment Cutter; Pattern Cutter; Textile Designer; Sample Makers; further education in Fashion Design and Clothing Technology at Diploma level; self employment



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TEP	Clothing Technology	Diploma	Passed relevant Craft Course OR KCSE Mean Grade C- (Minus) OR Equivalent qualification approved by KNEC	3 years	Fashion Designer; Fashion Merchandiser; Garment Cutter; Cutting Supervisor/Master; Pattern Cutter/Master; Quality Controller; Textile Designer; Garment Construction Technologist; Sample Maker; Instructor; Researcher; further education in Technical Teacher Training at Degree or Diploma level; self employment
TEP	Carpentry and Joinery	Artisan	KCPE OR Equivalent qualification approved by KNEC	2 years	Furniture Industry
TEP	Masonry	Artisan	KCPE OR Equivalent qualification approved by KNEC	2 years	Building Industry and self employment
TEP	Plumbing	Artisan	KCPE OR Equivalent qualification approved by KNEC	2 years	Building Industry and self employment
TEP	Carpentry and Joinery	Craft	KCSE Mean Grade D (Plain) OR Certificate in relevant Artisan Course	2 years	Furniture Industry and self employment
TEP	Masonry	Craft	KCSE Mean Grade D (Plain) OR Certificate in relevant Artisan	2 years	Building Industry and self employment

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TEP	Plumbing	Craft	KCSE Mean Grade D (Plain) OR Certificate in relevant Artisan Course	2 years	Building Industry and self employment
TEP	Land Surveying	Craft	KCSE Mean Grade D (Plain) OR Certificate in relevant Artisan Course	2 years	Physical Planning
TEP	Road Construction	Craft	KCSE Mean Grade D (Plain) OR Certificate in relevant Artisan course	2 years	Road Construction
TEP	Water Technology (Water Supply)	Diploma	KCSE Mean Grade C- (Minus)	3 years	Construction Industry and Municipalities
TEP	Water Technology (Sanitation)	Diploma	KCSE Mean Grade C- (Minus)	3 years	Construction Industry and Municipalities
TEP	Water Technology (Surface Water Option)	Diploma	KCSE Mean Grade C- (Minus)	3 years	Construction Industry and Municipalities
TEP	Water Technology (Ground Water Option)	Diploma	KCSE Mean Grade C- (Minus)	3 years	Construction Industry and Municipalities
TEP	Building	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment
TEP	Quantity Surveying	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TEP	Civil Engineering	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment
TEP	Highway Engineering	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment
TEP	Architecture	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment
TEP	Photogrammetry and Remote Sensing	Diploma	KCSE Mean Grade C- (Minus)	3 years	Physical Planning
TEP	Cartography	Diploma	KCSE Mean Grade C- (Minus)	3 years	Physical Planning
TEP	Land Surveying	Diploma	KCSE Mean Grade C- (Minus)	3 years	Physical Planning
TEP	Map Reproduction	Diploma	KCSE Mean Grade C- (Minus)	3 years	Physical Planning
TEP	Construction (Building Economics)	Higher Diploma	Diploma in Building Technology, Civil Engineering OR Architecture	3 years	Building Industry and self employment
TEP	Construction (Structures)	Higher Diploma	Diploma in Building Technology, Civil Engineering OR Architecture	3 years	Building Industry and self employment
TEP	Construction (Building and Civil Engineering)	Higher Diploma	Diploma in Building Technology, Civil Engineering OR Architecture	3 years	Building Industry and self employment

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TEP	Construction (Highway Engineering)	Higher Diploma	Diploma in Building Technology, Civil Engineering OR Architecture	3 years	Building Industry and self employment
TEP	Construction (Water Engineering)	Higher Diploma	Diploma in Water Engineering	3 years	Construction Industry and Municipalities
TEP	Surveying and Mapping	Higher Diploma	Diploma in Land Surveying, Cartography or Photogrammetric	3 years	Physical Planning
TEP	Land Surveying	Higher Diploma	Diploma in Land Surveying, Cartography or Photogrammetric	3 years	Physical Planning
TEP	Photogrammetric and Remote Sensing	Higher Diploma	Diploma in Land Surveying, Cartography or Photogrammetric	3 years	Physical Planning
TEP	Cartography	Higher Diploma	Diploma in Land Surveying, Cartography or Photogrammetric	3 years	Physical Planning
TVET	Appropriate Carpentry and Joinery	NVCET Option I	KCPE OR equivalent qualification approved by KNEC	4 years	Furniture Industry
TVET	Building Technology	NVCET Option I	KCPE OR equivalent qualification approved by KNEC	4 years	Building Industry and self employment
TVET	Water Technology	Craft	KCSE Mean Grade D (Plain) OR Certificate in Artisan	2years	Construction Industry and Municipalities



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Water Technology	Diploma	KCSE Mean Grade C- (Minus)	3 years	Construction Industry and Municipalities
TEP	Cartography	Craft	KCSE Mean Grade D (Plain) OR Certificate in Artisan	2 years	Physical Planning
TEP	Photogrammetric	Craft	KCSE Mean Grade D (Plain) OR Certificate in Artisan	2 years	Physical Planning
TEP	Certificate in Land Surveying	Craft	KCSE Mean Grade D (Plain) OR Certificate in Artisan	2 years	Physical Planning
TEP	Road Construction	Craft	KCSE Mean Grade D (Plain) OR Certificate in Artisan	2 years	Construction Industry and Municipalities
TEP	Water Technology	Craft	KCSE Mean Grade D (Plain) OR Certificate in Artisan	2 years	Construction Industry and Municipalities
TVET	Building	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment
TVET	Civil Engineering	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment
TVET	Architecture	Diploma	KCSE Mean Grade C- (Minus)	3 years	Building Industry and self employment

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Craft Certificate in: (i) Mechanical Engineering (ii) Electrical and Electronics Engineering; (iii) Nautical Sciences; Marine Engineering	Craft	KCSE Mean Grade D (Plain) OR a Pass at Level II NVCET Option I	2 years	Hands-on Craftsmen in Industry; Government departments and Non Governmental Organizations (NGOs) where each crafts skill is relevant and self employment
TVET	Diploma in: (i) Mechanical Engineering; (ii) Electrical and Electronics Engineering; (iii) Nautical Sciences; (iv) Marine Engineering; (v) Information Communication Technology; (vi) Computer Studies	Diploma	KCSE Mean Grade C- (Minus) OR a Pass in relevant Craft Certificate at level II	3 years	Middle-level Supervisor with hands-on capabilities to work in: Industry; Government departments and Non Governmental Organization (NGOs) where each technician skill is relevant and self employment.
TEP	Artisan Seafarers	Artisan	KCPE OR equivalent qualification approved by KNEC	2 years	Maritime Industry
TVET	Nautical Science	Craft	KCSE Mean Grade D (Plain) OR a Pass in Artisan Seafarers	2 years	Maritime Industry



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Marine Engineering	Craft	KCSE Mean Grade D (Plain) OR a Pass in Artisan Seafarers	2 years	Maritime Industry
TVET	Nautical Science	Diploma	KCSE Mean Grade C- (Minus) OR passed the relevant Craft course OR Equivalent qualification approved by KNEC	3 years	Maritime Industry
TVET	Marine Engineering	Diploma	KCSE Mean Grade C- (Minus) OR passed the relevant Craft course OR Equivalent qualification approved by KNEC	3 years	Maritime Industry
TVET	Aeronautical Engineering. (Airframe and Engines Option)	Diploma	KCSE Mean Grade C-(Minus)	3 years	Aviation Industry
TVET	Aeronautical Engineering (Avionics-Communication and Navigation Option)	Diploma	KCSE Mean Grade C- (Minus)	3 years	Aviation Industry
TVET	Mechanical Engineering (Production Option)	Diploma	KCSE Mean Grade C- (Minus) OR relevant Craft Course OR Equivalent qualification approved by KNEC	3 years	Mechanical Engineering (Production)
TVET	Mechanical Engineering (Plant Option)	Diploma	KCSE Mean Grade C- (Minus) OR relevant Craft Course OR Equivalent qualification approved by KNEC	3 years	Mechanical Engineering (Plant)

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Mechanical Engineering (Fabrication and Metallurgy Option)	Diploma	KCSE Mean Grade C- (Minus) OR relevant Craft Course OR Equivalent qualification approved by KNEC	3 years	Mechanical Engineering (Fabrication)
TEP	Mechanical Engineering	Higher Diploma	Pass in relevant Diploma Course	3 years	Engineering Industry
TVET	Diploma in (i) Electrical Engineering (Power, (ii)Telecommunication and (iii)Instrumentation Options	Diploma	KCSE C- (Minus) OR Craft Certificate OR NVCET level II Option II	3 years	Technologist
TVET	Electrical and Electronics Technology (Power and Telecommunication Options)	Craft	KCSE Mean Grade D (Plain) OR Artisan in Electrical Installation OR NVCET Option II	2years	Technician
TEP	Instrumentation and Control Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Craft Certificate	3 years	Technician
TEP	Electronic Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Craft Certificate	3 years	Technician



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Telecommunication Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Craft Certificate	3 years	Technician
TEP	Aeronautical Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Craft Certificate	3 years	Technician
TEP	Medical Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Craft Certificate	3 years	Technician
TEP	Electrical Engineering (Power Option)	Diploma	KCSE Mean Grade C- (Minus) OR Craft Certificate	3 years	Technician
TEP	Electrical Engineering (Installation and Electronic Options)	Craft	KCSE Mean Grade D (Plain) OR Artisan Certificate in Electrical Installation OR NVCET Level II Option I	2years	Craft
TEP	Higher Diploma in (i) Electrical Engineering (Power, Electronics, (ii) Telecommunication Options)	Diploma	Diploma in Electrical Engineering	3 years	Technologist
TEP	Baking Technology	Craft	KCSE Mean Grade D (Plain) OR Pass in relevant Artisan Course	2 years	Baking Industry

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Baking Technology	Craft	KCSE Mean Grade D (Plain) OR Pass in relevant Artisan Course OR Equivalent qualification approved by KNEC	2 years	Baking Industry
TVET	Baking Technology	Diploma	KCSE Mean Grade C- (Minus) OR Pass in relevant Artisan Course OR Equivalent qualification approved by KNEC	3 years	Baking Industry
TVET	Food Processing Technology	NVCET	KCPE	4 years	Food Processing Industries
TEP	Food Processing Technology	Craft	KCSE Mean Grade D (Plain)	2 years	Food Processing Industries
TEP	Food Technology	Diploma	KCSE Mean Grade C- (Minus) OR a Pass in relevant Craft Course	3 years	Food Processing Industries and Research Institutions
TVET	Dietetics Management	Diploma	KCSE Mean Grade C- (Minus) OR a Pass in relevant Craft Course	3 years	Health Institutions and Non Governmental Organization (NGOs)
TEP	Food Technology (Quality Control)	Higher Diploma	Pass in relevant Diploma Course	3 years	Food Processing Industries and Research Institutions



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TEP	Housekeeping Management	Diploma	KCSE Mean Grade C- (Minus) OR Certificate in relevant Artisan Course	3 years	Hotel Industry
TEP	Art and Design	Diploma	KCSE Mean Grade C- (Minus)	3 years	Advertising Industry and Publishing Industry
TEP	Social Work and Community Development	Diploma	KCSE Mean Grade C- (Minus)	3 years	Non Governmental Organizations (NGOs)
TEP	Social work and Community Development	Craft	KCSE Mean Grade D (Plain)	2 years	Non Governmental Organizations (NGOs)
TEP	Medical Laboratory Technology	Craft	KCSE Mean Grade C- (Minus) with cluster subjects of: C (Plain) in English OR Kiswahili, Mathematics OR Physics/Physical Science, Biology/Biological Science and Chemistry OR Equivalent qualification approved by KNEC	2 years	Hospitals and Research Institutions
TEP	Medical Laboratory Technology	Diploma	KCSE Mean Grade C (Plain) with cluster subjects of: C+ (Plus) in English OR Kiswahili, C+ (Plus) in Mathematics OR Physics and C+ (Plus) in Biology OR Biological Science and Chemistry (or Physical Science) OR a Pass in relevant Craft Course	3 years	Hospitals and Research Institutions

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TEP	Pharmaceutical Technology	Diploma	KCSE Mean Grade C (Plain) with cluster subjects of: C (Plain) in English, Mathematics OR Physics, Biology OR Biological Science and Chemistry (or Physical Science) and C (Plain) in Kiswahili OR Equivalent qualification approved by KNEC	3 years	Hospitals, Research Institutions and Pharmaceutical Industry
TEP	Science Laboratory Technology	Craft	KCSE Mean Grade D (Plain)	2 years	Learning Institutions (Schools)
TEP	Applied Biology	Diploma	KCSE Mean Grade C- (Minus)	3 years	Research Institutions
TEP	Analytical Chemistry	Diploma	KCSE Mean Grade C- (Minus)	3 years	Research Institutions
TEP	Analytical Chemistry	Higher Diploma	TEP Diploma in Analytical Chemistry OR Equivalent qualification approved by KNEC	3 years	Manufacturing Industry and Research Institutions
TEP	Applied Biology	Higher Diploma	TEP Diploma in Applied Biology OR Equivalent qualification approved by KNEC	3 years	Research Institutions
TVET	Hairdressing and Beauty Therapy Level I	NVCET	KCPE	4 years	Self employment



TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Motor Vehicle Technology, Option I	NVCET	KCPE	4 years	Motor Vehicle Mechanic
TEP	Motor Vehicle Mechanics	Artisan	KCPE	2 years	Motor Vehicle Mechanic
TVET	Certificate in Automotive Engineering	Craft	KCSE Mean Grade D (Plain) OR Passed Artisan Course in Automotive OR Passed NVCET Option II (Motor Vehicle) OR Equivalent qualification approved by KNEC	2 years	Motor Vehicle Mechanic (Assistant Supervisor)
TEP	Motor Vehicle Mechanics	Craft	KCSE Mean Grade D (Plain) OR Passed in relevant Artisan course OR Equivalent qualification approved by KNEC	2 years	Motor Vehicle Mechanic (Assistant Supervisor)
TEP	Agricultural Engineering (Farm Power and Machinery)	Craft	KCSE Mean Grade D (Plain) OR Passed in relevant Artisan Course OR Equivalent qualification approved by KNEC	2 years	Mechanic/ Assistant Workshop Supervisor (Farm Machinery and Equipment)
TEP	Automotive Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Passed in relevant Craft Course OR Equivalent qualification approved by KNEC	3 years	Motor Vehicle Mechanic/Supervisor

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Automotive Engineering	Diploma	KCSE Mean Grade C- (Minus) , Passed in relevant Craft Course in Automotive Engineering (TVET) OR Passed NVCET Option II (Motor Vehicle) OR Equivalent qualification approved by KNEC	3 years	Motor Vehicle Mechanic/ Supervisor
TEP	Agricultural Engineering	Diploma	KCSE Mean Grade C- (Minus) , Passed in relevant Craft course OR Equivalent qualification approved by KNEC	3 years	Mechanic/ Supervisor (Farm Machinery and Equipment)
TEP	Construction Plant Engineering	Diploma	KCSE Mean Grade C- (Minus) OR Passed in relevant Craft Course OR Equivalent qualification approved by KNEC	3 years	Mechanic/Supervisor (Construction Plant) - Heavy Machinery and Equipment
TVET	Petroleum Geosciences	Craft	KCSE Mean Grade D (Plain)	2years	Petroleum Industry
TVET	Petroleum Geosciences	Diploma	KCSE Mean Grade C- (Minus) and a pass in relevant Craft Certificate	3 years	Petroleum Industry
TVET	Environmental Science & Technology	Diploma	KCSE Mean Grade C- (Minus)	3 years	Relevant in all manufacturing industries and Government agencies
TEP	Chemical Engineering	Diploma	KCSE Mean Grade C- (Minus)	3 years	Manufacturing Industry



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
TVET	Welding and Fabrication	Craft	KCSE Mean Grade D (Plain) OR Pass in relevant artisan course	2 years	Metal processing industry, Building industry and self employment
TIVET	Aeronautical Engineering (Air Frame and Engines Option)	Diploma	KCSE Mean Grade C- (Minus) OR Pass in relevant Craft Course	3 years	Air transport industry
TIVET	Aeronautical Engineering (Avionics Option)	Diploma	KCSE Mean Grade C- (Minus) OR Pass in relevant Craft Course	3 years	Air transport industry

2.0 TEACHER EDUCATION COURSES

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
EARLY CHILDHOOD DEVELOPMENT AND EDUCATION (ECDE)	Diploma in ECDE	Diploma	KCSE Mean Grade C (Plain) OR Kenya Certificate of Education (KCE) Division 2 OR Primary Teacher Education (P1 Teacher Training Certificate) OR at least D+ KCSE or KCE Division 3 and in addition have a KNEC ECDE Certificate or Ministry of Education DICECE certificate OR KCE Division 3 and Kenya Advanced Certificate of Education (KACE - A Level) Certificate with a minimum of one (1) Principal	Four (4) full terms of pre-service training or six (6) in-service training sessions and fulfilling the requirements for teaching practice	Teacher
ECDE	ECDE Certificate course	Certificate	KCSE Mean Grade D+ (PLUS) OR KCE Division IV OR P2 teacher training certificate OR a KCPE Certificate and must have passed a proficiency test administered by KNEC	Four (4) full terms of pre-service training or six (6) in-service training sessions and teaching practice	Teacher



KNEC CAREER GUIDANCE HANDBOOK

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
ECDE	ECDE Proficiency Certificate (this is not a course but an examination for those who have not met minimum entry requirement for ECDE Certificate)	Certificate	KCSE Mean Grade D Plain and below and minimum of KCPE		To join ECDE Certificate Course after passing KNEC ECDE Proficiency Examination
Primary Teacher Education (PTE)	Teacher Training	Certificate	KCSE Mean Grade C (Plain) with a minimum grade of D (Plain) in Mathematics and C- (Minus) in English OR KCSE Mean Grade C- (Minus) for visually impaired (VI-blind), hearing impaired (HI) and physically disabled candidates	Two (2) years	Teacher
Teacher Certificate of Adult Education (TCAE)	Teacher Training	Certificate	KCSE Mean Grade D+ (Plus) FOR Teacher 1 & KCSE Mean Grade D (Plain) FOR Teacher 2	Two (2) years	Teacher
Diploma in Teacher Education (DTE)	Teacher Training	Diploma	FOR sighted candidates: KCSE Mean Grade C+(Plus) OR equivalent qualification approved by KNEC with C+ (Plus) in the subjects of specialization, OR equivalent qualification C (Plain) in English, OR equivalent for all applicants C (Plain) in Mathematics for Science based	Three (3) years	Teacher

TYPE	COURSE	LEVEL	ENTRY QUALIFICATIONS	DURATION	CAREER
			<p>courses and D+ (Plus) in Mathematics for humanities and creative arts courses.</p> <p>FOR candidates with visual impairment: KCSE Mean Grade C (Plain) OR Equivalent qualification with a C (Plain) in the subjects of specialization or equivalent qualification, C- (Minus) in English OR equivalent for all applicants, C- (Minus) in Mathematics for Science based courses and D (Plain) in Mathematics for non-science based courses</p>		
Diploma in Special Needs Education (SNE)	Teacher Training	Diploma	<p>Primary Teacher Education-P1 Teacher Certificate by training OR P 1 Teacher who has been promoted by the Ministry of Education through the teacher proficiency courses OR KCSE Mean Grade D+ (Plus) OR KCE Division 3 with a KNEC Certificate in ECDE or Ministry of Education DICECE Certificate</p>	Two (2) years	Teacher



NYANZA CHRISTIAN TEACHERS' TRAINING COLLEGE

P.O. BOX 4648 KONDELE-KISUMU.

Tel: 0722-749105, 0702785702, 0727-698130

Located in Kisumu - Kisumu County

Along Kibos Road (Kondele)

Nyanza Christian Teachers' Training College in Kisumu County is Registered by the Ministry of Education Reg. No. P/TC/769/12

COURSES OFFERED

1. PRIMARY TEACHER EDUCATION P1 (PTE)

ENTRY REQUIREMENTS

C Plain and above.

Duration: 2 years

Intake in SEPTEMBER

2. DIPLOMA IN TEACHER EDUCATION (DTE)

ENTRY REQUIREMENTS

- C+(Plus) and above
- C+ (Plus) in two teaching subjects
- C plain in English
- D+ (Plus) in Mathematics

Duration: 3 years

Intake in JANUARY

3. DIPLOMA IN EARLY CHILDHOOD DEV. EDUCATION (ECDE)

ENTRY REQUIREMENTS: C Plain and above

Duration: 2 years

Intake in JANUARY

4. CERTIFICATE IN ECDE

ENTRY REQUIREMENT: D+ and above

Duration: 1 year

Intake in JANUARY

5. PROFICIENCY CERTIFICATE IN ECDE

ENTRY REQUIREMENT: A minimum of KCPE

Duration: 1 year

Intake in JANUARY

WE OFFER ALSO SCHOOL BASED FOR ECDE COURSES IN APRIL, AUGUST & DECEMBER HOLIDAYS

ACCOMMODATION AVAILABLE IN COLLEGE



KIAMBU INSTITUTE OF SCIENCE AND TECHNOLOGY

Tel: 020 3522550, 0734 207663, 0727 807713; Email: principal@kist.ac.ke

P. O. Box 414-00900 Kiambu, Kenya

KIST is a non-Denominational Technical, Vocational & Entrepreneurship Training (TVET) Institute under the Ministry of Education. It is registered institution to offer Technical, Vocational and Entrepreneurial Training as per the Ministry of Education Act and TVET Act. KIST offers the following TVET Diploma, Certificate and Artisan courses.

COURSE TITLE	TIME TAKEN	MINIMUM ENTRY REQUIREMENT	EXAM BODY	INTAKE	TUITION FEES PER TERM/ SEMESTER (Kshs)
APPLIED SCIENCE DEPARTMENT					
Diploma in Analytical Chemistry	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Chemistry	KNEC	Jan & Sept	18,000
Diploma in Applied Biology	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Biology	KNEC	Sept	18,000
Diploma in Environmental Science and technology	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Biology & Chemistry	KNEC	Jan & Sept	18,000
Diploma in Sustainable Agriculture and rural development	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Biology & Chemistry	KNEC	Jan & Sept	18,000
Diploma in Applied Statistics	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics	KNEC	Sept	18,000
Diploma in general agriculture	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in any two sciences	KNEC	Sept	18,000
Certificate in general agriculture	2 years	KCSE Mean grade D (Plain) And D(Plain) in any two sciences	KNEC	Sept	18,000
Certificate in Sustainable Agriculture	2 years	KCSE Mean grade D (Plain)	KIST	Jan	18,000
Certificate in Science Laboratory Technology	2 years	KCSE Mean grade D (Plain) and D(Plain) in two sciences	KNEC	May	18,000
BAKING TECHNOLOGY DEPARTMENT					
Diploma in Baking Technology	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	18,000
Diploma in food nutrition and dietetics	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	18,000
Certificate in Baking Technology (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	18,000
Artisan in Baking Technology	1 year	KCSE Mean grade D-(Minus)	KIST	Sept	25,000
BUILDING AND CIVIL ENGINEERING DEPARTMENT					
Diploma in Architecture (Modular)	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	May & Sept	18,000
Diploma in Building Technology (Modular)	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	May/ Sept	18,000
Diploma in Civil Engineering (Modular)	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	May & Sept	18,000
Diploma in Quantity Surveying	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	Sept	18,000
Certificate in Building Technology (Modular)	2 years	KCSE Mean grade D(Plain) and D- (Minus) in Mathematics	KNEC	May	18,000
Certificate in Carpentry and Joinery	2 years	KCSE Mean grade D(Plain) and D- (Minus) in Mathematics	KNEC	May	18,000
Certificate in Plumbing	2 years	KCSE Mean grade D(Plain) and D- (Minus) in Mathematics	KNEC	May	18,000
Artisan in Masonry	5 terms	KCSE Mean grade D-(Minus) and D-(Minus) in Mathematics	KNEC	May	18,000

Duration: 3 years
Intake in JANUARY

3.DIPLOMA IN EARLY CHILDHOOD DEV. EDUCATION (ECDE)

BUSINESS, ENTREPRENEURSHIP AND SOCIAL STUDIES DEPARTMENT

Higher Diploma in Human Resource Management	2 years	Diploma in Human Resource Management	KNEC	Sept	13,000
Diploma in Entrepreneurship Development (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Diploma in Banking	3 years	KCSE Mean grade C- (Minus)	KNEC	Jan	13,000
Diploma in Business Management (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Diploma in Counseling Psychology (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Jan	13,000
Diploma in Human Resource Management (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Diploma in Social work &Community Development (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Diploma in Supply Chain Management (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Diploma in Sales and Marketing (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Diploma in Secretarial Studies (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	13,000
Certificate in Business Management (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	13,000
Certificate in Human Resource Management (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	13,000
Certificate in Supply Chain Management (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	13,000
Certificate in Social work &Community Development	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	13,000
Certificate in Sales and Marketing (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	13,000
Certificate in Secretarial Studies (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	13,000
Accounting Technician Certificate	1 year	KCSE D+ and ATC I respectively (<i>KASNEB Registration</i>)	KASNEB	Jan & July	14,670
Certified Public Accountant (six sections)	6 months per section	KCSE C+ and C+ in English & Mathematics and CPA part I or ATC level II respectively (<i>KASNEB Registration</i>)	KASNEB	Jan & July	14,670

COMPUTER DEPARTMENT

Diploma in Information Communication Technology (Modular)	3 years	KCSE Mean grade C- (Minus) and D+(Plus) in Mathematics	KNEC	Jan & Sept	18,000
Diploma in Computer Studies	3 years	KCSE Mean grade C- (Minus) and D+(Plus) in Mathematics	KNEC	Sept	18,000
Certificate in Information Communication Technology (Modular)	2 years	KCSE Mean grade D(Plain) and D (Plain) in mathematics	KNEC	Jan & Sept	18,000
International Computer Driving License	20hrs per mod	Basic literacy	ICDL	Jan & May	Ksh 30,000 for seven modules

ELECTRICAL AND ELECTRONICS ENGINEERING DEPARTMENT

Diploma in Electrical &Electronics Engineering (Power option) (Modular)	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	Jan & Sept	18,000
Diploma in Electrical &Electronics Engineering (Telecommunication option) (Modular)	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	Jan & Sept	18,000
Diploma in Electrical &Electronics Engineering (Instrumentation option) (Modular)	3 years	KCSE Mean grade C- (Minus) And D+(Plus) in Mathematics and Physics/Physical Sciences	KNEC	Jan & Sept	18,000
Certificate in Electrical &Electronics Engineering (Power option) (Modular)	2 years	KCSE Mean grade D(Plain) and D (Plain) in Mathematics and a science subject	KNEC	Sept	18,000
Certificate in Electrical &Electronics Engineering (Telecom option) (Modular)	2 years	KCSE Mean grade D(Plain) and D (Plain) in Mathematics and a science subject	KNEC	Sept	18,000
Artisan in Electrical Installation	5 terms	KCSE Mean grade D-(Minus) and D-(Minus) in Mathematics	KNEC	May	18,000

HOSPITALITY DEPARTMENT

Diploma in Food & Beverage (Modular)	3 years	KCSE Mean grade C- (Minus)	KNEC	Sept	18,000
Certificate in Food &Beverage (Modular)	2 years	KCSE Mean grade D (Plain)	KNEC	Sept	18,000

KIST IS AN EQUAL OPPORTUNITY TRAINING INSTITUTION AND STUDENTS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

NOTES

A series of horizontal dotted lines for writing notes.



Kenya National Examinations Council

P.O. Box 73598 - 00200 Nairobi, Kenya / Tel: +254-20-341050/27 Fax: +254-020-2226032 / Email: info@kneec.ac.ke / Website: www.kneec.ac.ke

“On the frontline in Quality Assessment and Examinations”