



THE MERU NATIONAL
POLYTECHNIC
Technology for Innovation & Development

**P O BOX 111 - 60200, MERU. TEL (064)3132837/020-2386139
(ADMISSIONS OFFICE: (0719347059)**

MNP/ADM/REG/FO-02

TO: ADM. NO.....

RE: ADMISSION FOR TRAINING

I am pleased to inform you that you have been offered a chance to Study.....

.....YEAR 1/MOD 1

*Reporting Date is **7th January 2019** and not later than.....*

- 1. Admissions take place from Monday to Friday during working hours from 8:00 a.m. to 1.00 p.m.*
- 2. The Polytechnic is located about 4 Kms from Meru Town along Meru-Nanyuki Road. From the Main Bus stage, ask direction to Makutano Taxis and request to be dropped at Meru National Polytechnic Gate.*
- 3. Fees for the term must be paid in full as shown in the attached Fees structure on or before the reporting date by Banker's cheque or be paid to Meru National Polytechnic bank accounts as follows:*

- CO-OPERATIVE BANK - **A/C NO. 01129075143100***
- HOUSING FINANCE BANK (ALL BRANCHES) - **A/C NO.7040000867***
- KENYA COMMERCIAL BANK (KCB) - **A/C NO. 1197847472***
- EQUITY BANK - **A/C NO.1040275976049***

NB: *Make sure you are issued with a bank slip with correct amounts paid and present it on admission. Cash and Personal Cheques shall not be accepted.*

- 4. Application Fee of Ksh.500 must be added to the fees or paid separately.*
- 5. An appropriate commission will be charged for clearing banker's Cheques.*

REGISTRAR:



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(ADMISSIONS OFFICE: 0719347059)

GENERAL REQUIREMENTS

UNIFORM

There is no uniform for the Polytechnic. You are therefore advised to bring enough clothes for your daily wear.

MEALS

Meals will be provided on a Pay as You Eat (PAYE) Basis

NOTE

- *Polytechnics rules will be issued on admission and all students must abide by them.*

You will be required to bring the following Compulsory Documents on Admission:

1. *Course textbooks as shown on the attached list.*
2. *Medical certificate duly filled.*
3. *Student's personal details form duly filled.*
4. *Original and photocopy of result slip or certificate.*
5. *Photocopy of National ID card both sides. **(Yours and that of your parent/guardian)/Waiting card***
6. *Original and photocopy of leaving certificate.*
7. *One passport size photo*
8. *Original and Photocopies of Birth Certificate.*

Boarders will also be required to have the following:

- *A towel*
- *Personal effects (tissue, toothbrush, toothpaste, soap e.t.c)*
- *A plate, spoon and a cup.*
- *Washing bucket*
- *Mosquito net **(optional)***
- *Beddings (blankets, bed sheets and bed cover)*



THE MERU NATIONAL
POLYTECHNIC
Technology for Innovation & Development

STUDENT'S PERSONAL DETAILS

MNP/PD/REG/FO03

Date of admission: _____ Adm NO: _____

Attach Recent

Color Passport

Size Photograph

SECTION 1: TRAINEES PERSONAL DETAILS.

Full name: _____
Gender: _____ Date of birth/age: _____ marital status _____
ID NO: _____ (attach a copy of your ID card)
Tel NO _____
PO BOX _____ Postal code _____
County: _____
Home district: _____ Constituency: _____
Division: _____
Location: _____ Sub location _____
Village: _____
Highest level of education/training: _____
Grade obtained: _____
Year completed: _____ Exam index no: _____ (Attach copy of certificate /result slip)
Previous institution/school: _____
P O BOX _____ Postal code: _____
Any disability :(YES/NO) _____ IF yes (MILD/SEVERE) _____
Specify: _____

SECTION II: FAMILY DETAILS

Father's name: _____
ID NO : _____ (Attach copy of ID card)
TEL NO: _____
Occupation: _____
P.O. BOX: _____
Is father alive? (YES/NO) _____ (If no, attach evidence of death)

Mother's name: _____
ID NO: _____ (Attach copy of ID card)
TELNO _____
Occupation: _____
P.O. BOX: _____
Is mother alive? (YES/NO) _____ (If no, attach evidence of death)

Guardian's name: _____
ID NO : _____ (attach copy of ID card)
Occupation: _____
P O BOX _____
TEL NO. _____

SECTION III: COURSE DETAILS

Course: _____

Duration: _____ Level: _____

Fees payable per year: Kshs. _____

SECTION IV: TRAINEE'S DECLARATION.

I confirm that the information is true to the best of my knowledge and I am aware that giving false information will lead to automatic disqualification.

SIGNATURE: _____ DATE: _____

NAME: _____



NOTE: Applicants for entry to the Institution must get this form filled/completed by a registered Doctor. PAYMENT FOR THE EXAMINATION IS THE SOLE RESPONSIBILITY OF THE APPLICANT.

NAME:..... COURSE:.....

ADM NO:.....

-
1. Eyes and vision
 Unaided Right - Left
 Aided Right - Left
 Colour Blind
 Visual field

 2. Nose is nasal breathing habitual
 Adenoids

 3. Ears
 Hearing voice - Right
 - Left

 4. Mouth and Teeth

 5. Gland in the neck

 6. Chest Heart
 With special reference to any tubercular tendencies

 7. Spinal column

 8. a) Urine (For female students please state if pregnant or not)
 b) Faeces.

 9. Spleen Liver
 Piles and varicose veins.

 10. Any other weakness, defects or disease: e.g. Defects of speech local twitching or spasm, chorea or other nervous disorders. Venereal diseases or rheumatic.

 11. General observations if care is desirable in any special direction please give particulars.

Signature of the registered medical practitioner:

Address:Official Stamp and Date:



THE MERU NATIONAL
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P.O BOX 111 - 60200, MERU. TEL (064)3131837/020-2386139
BUSINESS AND TECHNICAL EDUCATION PROGRAMMES FEES STRUCTURE

| | VOTE HEAD | 1 ST TERM (NEW STUDENTS) | 2 ND TERM | 3 RD TERM |
|-----|--|-------------------------------------|----------------------|----------------------|
| 1. | School Equipment and stores (SES) | 3,000.00 | 3,000.00 | 3,000.00 |
| 2. | Personal Emoluments (PE) | 5,000.00 | 5,000.00 | 5,000.00 |
| 3. | Electricity, Water and Conservancy (EWC) | 1,200.00 | 1,200.00 | 1,200.00 |
| 4. | Local Transport and Traveling (LT&T) | 800.00 | 800.00 | 800.00 |
| 5. | Contingencies | 500.00 | 500.00 | 500.00 |
| 6. | Repair Maintenance & Improvement (RMI) | 1,000.00 | 1,000.00 | 1,000.00 |
| 7. | Activity | 1,000.00 | 1,000.00 | 1,000.00 |
| 8. | Medical | 300.00 | 300.00 | 300.00 |
| 9. | Caution Money | 500.00 | - | - |
| 10. | Development Fund | 5,000.00 | 3,000.00 | 3,000.00 |
| 11. | ICT Integration | 1,000.00 | 1,000.00 | 1,000.00 |
| 12. | Insurance Fund | 1,000.00 | - | - |
| 13. | Registration | 600.00 | - | - |
| 14. | Student I.D card | 250.00 | - | - |
| 15. | Student Welfare | 400.00 | 400.00 | 400.00 |
| 16. | BOG Teachers Levy | 1,500.00 | 1,500.00 | 1,500.00 |
| | TOTALS | 23,050.00 | 18,700.00 | 18,700.00 |

NOTES:

- Accommodation fees is **Ksh.3000** per Term and should not be deposited in the Polytechnics Account prior to Confirmation of availability of rooms. A note to pay will be provided after payment of other Polytechnic monies. A separate banking should be made for accommodation.
NB: This does not include meals. Institute meals will be on a Pay as You Eat (**PAYE**) basis.
- Attachment fee of **Ksh.2,250** is charged a term preceding the attachment term.
- School fees is payable through bankers cheque, money order, direct deposit to the Polytechnic's accounts as follows:
 - Co-operative Bank - A/C No. 01129075143100.
 - Housing Finance Bank (All Branches) - A/C No. 7040000867
 - Kenya Commercial Bank (KCB) - A/C No. 1197847472
 - Equity Bank - A/C No. 1040275976049
- NO CASH SHALL BE ACCEPTED**

GEOFFREY M. RUKUNJA
CHIEF PRINCIPAL

SPECIFIC COURSE REQUIREMENTS



**THE MERU NATIONAL
POLYTECHNIC**
Technology for Innovation & Development

DEPARTMENT OF AGRICULTURE

TRAINEES REQUIREMENT

1. Overall/Dust coat (Green Colour)
 2. Safety shoes/At least leather shoes
 3. Gumboots
 4. Stationery Materials
 - Spring file
 - 1 ream of Ruled foolscaps.
 - 1 Dozen A4 200 pages exercise Books.
 5. Scientific Calculator
 6. Original HB Pencils (4)
 7. Eraser (Rubber)
 8. East African Agriculture by D.N. Ngugi, Karau and Nguyo.
-

DIPLOMA IN BUILDING TECHNOLOGY/CIVIL ENGINEERING REQUIREMENTS

1. Overall/Dust Coat (Navy Blue)
2. Scientific Calculator
3. 4 Figure Mathematical Tables (SMP)
4. Mathematical Set
5. Pencil 3 H.211 & HB (Steadler)
6. Eraser (Pelican)
7. Technical Drawing Instruments.
 - i) Protractor
 - ii) T-square 900mm
 - iii) 30°/60° setsquare (150mm)
 - iv) 45° Setsquare (150mm)
 - v) Metal Clips for holding paper (1 Pair)
 - vi) A pair of compass
 - vii) Box file

- viii) Plumb bob & Line
- ix) Building trowel (200mm long)
- x) Portable drawing board (Available in Bookshop)

TEXT BOOKS:-

STRUCTURES: (a) Strength of Material – R.S. Khurmi

(b) Materials & Structures – R. Whitlow

MATHEMATICS: (a) Pure Mathematics – Back House I & II

(b) Mathematics for Technicians series m. III,IV & V but atleast one copy

From (a) & (b). OR Engineering Mathematics by A. Stroud.

BUILDING TECHNOLOGY

(a) Construction Technology – VOL. 1 R. Chudley

(b) Advanced Construction Technology – R. Chudley 3rd Edition.

SURVEYING

(a) Construction surveying – G.A. Scott (2nd Year)

CRAFT CERTIFICATE IN PLUMBING

REQUIREMENTS

1. Overall/overcoat
 2. Scientific calculator
 3. S.M.P-4 Figure advanced mathematical table
 4. Mathematical set
 5. T. square 900 mm long
 6. Set-square 30-60° 150mm long
 7. Set- Square 45° 150mm long
 8. Protractor
 9. A pair of compasses
 10. Metal clips to hold drawing papers
 11. Foolscaps (a ream)
 12. 5 files
 13. Exercise books (a4 size – 200 pages)
-

DIPLOMA/CERTIFICATE IN CATERING & ACCOMMODATION

COURSE REQUIREMENTS

ITEMS TO BE BROUGHT BY CATERING & ACCOMMODATION TRAINEES

ALL THESE MONIES TO BE PAID TOGETHER WITH THE FEES

1. Food handlers certificate renewable after every six (6 months) –(**compulsory**)
2. Low healed closed black leather shoes
3. Uniform (production & Service) Ksh.4,000
4. Normal practical – Ksh.3,000 per term
5. Glass clothes – 2
6. Kitchen Clothes – 2

7. Waiters Clothes – 2
8. Dusters (Wipers) – 2
9. Oven gloves – 1 Pair
10. Recipe Cards – Packet.
11. Recipe File - 1
12. Practice Accessories Kshs.960

STATIONERY

- i) Exercise books A4 200 pages, 1 dozen
 - ii) Pens (Blue and Red) 4
 - iii) Manila papers 1 dozen (assorted colours)
 - iv) Glue 1 bottle – 160 gms
 - v) Office pins 1 pkt
 - vi) Spring files (3)
 - vii) Thumb Tucks (5 Packets)
 - viii) Masking Tape 3 pieces
 - ix) Felt pens 4 different colours.
-

DIPLOMA IN ACCOUNTANCY REQUIREMENTS

1. Economics Simplified By Saleemi
2. Quantitative Techniques 5th Edition by T. Lucey
3. Public Relations by Frank Jerkins
4. Business Accounting Volume 6th Edition by – Frank Wood
5. Scientific Calculator.
6. Business Finance Module- Strathmore University

STATIONERIES

- i) One Box file
 - ii) Three spring files
 - iii) One ream ruled foolscaps
 - iv) One dozen A4 200 Pages exercise books
 - v) Biro Pens
-

DIPLOMA IN ANALYTICAL CHEMISTRY

REQUIREMENTS

1. Protective Clothing
 - a) White Laboratory Coat
 - b) Gas Mask
 - c) Goggles
 - d) Rubber Gloves
2. Scientific Calculator

3. TEXT BOOKS

- a) Fundamentals of Analytical Chemistry by Skoog
- b) A text book of Organic Chemistry by Vishashtra

c) A text book of Quantitative and Qualitative Inorganic by Vogel.

4. STATIONARIES

- a) One box file
 - b) Three spring files
 - c) One ream of ruled foolscaps
 - d) One dozen A4 200 pages exercise books.
 - e) Biro Pens
-

DIPLOMA IN APPLIED BIOLOGY

REQUIREMENTS

- 1. Dissecting Kit
- 2. White Laboratory coat
- 3. Rubber gloves
- 4. Scientific Calculator
- 5. A text book in Human Anatomy and Physiology by David Shier

STATIONERIES

- a) One Box file
 - b) Three spring files
 - c) One ream ruled foolscaps
 - d) One dozen A4 200 Pages exercise books
-

DIPLOMA IN AUTOMOTIVE ENGINEERING

REQUIREMENTS

- a) Overall/overcoat
- b) Scientific calculator
- c) S.M.P-4 Figure advanced mathematical table
- d) Mathematical set
- e) T. square 900 mm long
- f) Set-square 30-60° 150mm long
- g) Set- Square 45° 150mm long
- h) Protractor
- i) A pair of compasses
- j) Metal clips to hold drawing papers
- k) Foolscaps (a ream)
- l) 5 files
- m) Exercise books (A4 size – 200 pages)

TEXT BOOKS

- 1. Mathematics:
 - (i) Mathematics for Technicians level 4&5 by Bird & May.
 - (ii) Engineering Mathematics by Straud I&II
- 2. Mechanical Technology:
 - (i) Basic Engineering thermodynamics by Reyner & Joel

- (ii) Applied thermodynamic by Eaststop & McConkey
 - (iii) Strength of Materials by Ryder
 - (iv) Mechanics of machines Elementary Theory & Examples by J. Hanner
 - (v) Strength of materials by R.C. Stephens.
3. Engineering Drawing by K. Moring
 4. Hilliers fundamentals of Motor Vehicle Technology. 5th edition by V.A. Hillier & Peter C.
 5. Hillier fundamental of Automotive Technology Electronics 2nd Edition by V.A. N. Hillier
 6. Light and Heavy Technology 4th Edition by M.J. Nunney.
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FOOD & BEVERAGE COURSE REQUIREMENTS

ITEMS TO BE BROUGHT BY FOOD & BEVERAGE PRODUCTION & SERVICE TRAINEES

1. Food handlers certificate renewable after every six (6 months)
2. Low healed closed black leather shoes
3. Uniform (production & Service) Ksh.4,000
4. Normal practical – Ksh.3,000 per term
5. Glass clothes – 2
6. Kitchen Clothes – 2
7. Waiters Clothes – 2
8. Dusters (Wipers) – 2
9. Oven gloves – 1 Pair
10. Recipe Cards – Packet.
11. Recipe File - 1
12. Practice Accessories Kshs.960

ALL THESE MONIES TO BE PAID TOGETHER WITH THE FEES

STATIONERY

- i) Exercise books A4 200 pages, 1 dozen
- ii) Pens (Blue and Red) 4
- iii) Manila papers 1 dozen (assorted colours)
- iv) Glue 1 bottle – 160 gms
- v) Office pins 1 pkt
- vi) Spring files (3)
- vii) Thumb Tucks (5 Packets)
- viii) Masking Tape 3 pieces
- ix) Felt pens 4 different colours.

TEXTBOOKS

- i) Practical Cookery (10th or 11th Edition) by Victor Cesaroni & Ronald Kinton
 - ii) Food and Beverage Service and Sale by Dennis R. Lillicarp
 - iii) Theory of Catering by Ronald Kinton & Victor Cesaroni
 - iv) Food & Beverage Control by Kotas.
-

DIPLOMA IN MECHANICAL ENGINEERING

PLANT OPTION REQUIREMENTS

1. Overall/overcoat
2. Scientific calculator
3. S.M.P-4 Figure advanced mathematical table
4. Mathematical set
5. T. square 900 mm long
6. Set-square 30-60° 150mm long
7. Set- Square 45° 150mm long
8. Protractor
9. A pair of compasses
10. Metal clips to hold drawing papers
11. Foolscaps (a ream)
12. 5 files
13. Exercise books (a4 size – 200 pages)

TEXT BOOKS

1. Mathematics:
 - (i) Mathematics for Technicians level 4&5 by Bird & May.
 - (ii) Engineering Mathematics by Straud I&II
 2. Mechanical Technology:
 - (i) Basic Engineering thermodynamics by Reyner & Joel
 - (ii) Applied thermodynamic by Eaststop & McConkey
 - (iii) Strength of Materials by Ryder
 - (iv) Mechanics of machines Elementary Theory & Examples by J. Hanner
 - (v) Strength of materials by R.C. Stephens.
 3. Engineering Drawing by K. Noring
 4. Shreves Chemical Process Industries 4th Edition by George T. Austin
 5. Plant Operator handbook by S. Elonka
 6. Factory Plant & Maintenance Services by Pourcher
-

ELECTRICAL/ELECTRONICS ENGINEERING DEPARTMENT

REQUIREMENTS FOR CRAFT/DIPLOMA IN ELECTRICAL/ELECTRONICS ENGINEERING

BOOKS

1. Electronics – De green level 1,II,III,IV
2. Electrical Technology – By Edward Hughes (Recent)
3. Electrical Technology – By A/C and BL Theraja

4. Technician Mathematics II BY Bird and May (third Edition)

DIPLOMA STUDENTS TEXT BOOKS

1. Engineering Mathematics by Stround
2. Higher Engineering Mathematics by J. Bird
3. Advanced Engineering Mathematics by Stround
4. Pure Mathematics 1 & 2 by J. K. Backhouse & S.P.T. Houldsworth.

GENERAL REQUIREMENTS FOR DIPLOMA / CERTIFICATE

- Tools & Equipment
- Dust coat – Light Blue
- Soldering Gun
- Soldering sucker
- Soldering gun holder
- Screw driver (star & flat)
- Tester
- Pliers, Nozzle pliers
- Size cutter
- Bending Spring (20mm)
- Electric Knife
- Drawing Wire
- Safety Boots (Leather)
- Tape Measure (3m)
- Spirit Level (1ft)
- Ball Pein Hammer

Drawing:-

- T-square
- Set squares (60/30 & 45)
- Protractor
- Dividers & compasses
- Ruler
- 1 Roll of masking tape
- Pencils (HB & 2H)

STATIONERY:-

- 1 Box file
- 3 Spring Files
- 1 Ream of Ruled Foolscaps
- 1 Dozen A4 200 pages Exercise Books
- Scientific Calculator
- Mathematical Table (SMP)
-

DIPLOMA IN INFORMATION COMMUNICATION TECHNOLOGY/CERTIFICATE IN INFORMATION COMMUNICATION TECHNOLOGY REQUIREMENTS

1. Scientific Calculator
2. Flash disk Atleast 1 GB

STATIONERIES

- 10 Blank Compact Disks
- Three spring files
- One ream ruled foolscaps
- One dozen A4 200 Pages exercise books

DIPLOMA IN INFORMATION STUDIES/CERTIFICATE IN INFORMATION STUDIES

REQUIREMENTS

STATIONERIES

- Three spring files
 - One ream ruled foolscaps
 - One dozen A4 200 Pages exercise books
-

CERTIFICATE IN CLERICAL OPERATIONS

COURSE REQUIREMENT

TYPEWRITING: FIRST COURSE 6TH EDITION -BY ARCHIC DRUMMOND & ANN COLES- MOG FORD

STATIONERY:

- a. ONE REAM PRINTING PAPERS
 - b. 1 DOZEN A4 200 PAGES EXERCISE BOOKS
 - c. BOX FILE
 - d. SPRING FILES
-

BUSINESS & MANAGEMENT DEPARTMENT

LIST OF TEXT BOOKS FOR NEW STUDENTS REQUIRED ON ADMISSION

1. DIPLOMA IN BUSINESS MANAGEMENT

- (a) Quantitative Techniques Simplified By N.A Saleemi or Quantitative Techniques 5th Edition by T. Lucey
- (b) Organizational Theory & Behaviour by Nzure
- (c) Managerial Accounting By N.A Saleemi
- (d) General Principles of Law By Ashiq Hussein

2. DIPLOMA IN SOCIAL WORK & COMMUNITY DEVELOPMENT

- a) British Association of Social Works BASW 2002, Code of Ethics by Social Work BASW
- b) Values in Social Work by Davis M, Howe and Kohli R. Assessing
- c) Competeness and values in Social Work practice Norwich Social Work Monographs
- d) Modern Social Work Theory (2nd Edition) Payne M.
- e) Development Economics (Any Publisher)
- f) Project Management Simplified. PSI Consultation Publication.
- g) Resource Mobilization Fundraising & Management. PSI Consultant Publications (Revised Edition 2014)

3. DIPLOMA IN HUMAN RESOURCE MANAGEMENT

- (a) Personnel Management By N.A Saleemi
- (b) Office Administration & Management By N.A Saleemi
- (c) Labour and Industrial Relations (Kenyan Book)

4. DIPLOMA IN SALES & MARKETING

- (a) Salesmanship & Management By N.A Saleemi
- (b) Marketing Management By Kottler & Armstrong
- (c) Marketing Communication By Bythe

5. DIPLOMA IN SUPPLY CHAIN MANAGEMENT

- a) Supply Chain Strategy by Edward Grazelle
- b) Logistics and Supply Chain Management by Martin Christopher.
- c) Storage and Supply of Materials 6th Edition by David Jessop & Alex Morrison
- d) Quantitative Techniques 5th Edition by T. Lucey or N.A. Saleemi (Simplified)

6. DIPLOMA IN CO-OPERATIVE MANAGEMENT

- a) Co-operative Society Act Cap 490
- b) SACCO Act 2007 Government Press NRB
- c) Financial Accounting simplified By N.A Saleemi/Business Accounting 6th Edition by Frank Wood.

STATIONERY

- Box file
 - Spring file
 - 1 realm of Ruled foolscaps
 - 1 Dozen A4 200 Pages Exercise Books.
 - Biro Pens
-

BUSINESS & MANAGEMENT DEPARTMENT

LIST OF TEXT BOOKS FOR NEW STUDENTS REQUIRED ON ADMISSION

1. CERTIFICATE IN BUSINESS MANAGEMENT

- (a) Quantitative Techniques Simplified By N.A Saleemi
- (b) Organizational Theory & Behaviour By Nzure
- (c) Managerial Accounting By N.A Saleemi
- (d) General Principles of Law By Ashiq Hussein

2. CERTIFICATE IN SOCIAL WORK

- (a) British Association of Social Works BASW 2002, Code of Ethics by Social Work BASW
- (b) Values in Social Work by Davis M, Howe and Kohli R. Assessing Competence and values in Social Work practice Norwich Social Work Monographs
- (c) Modern Social Work Theory (2nd Edition) Payne M.
- (d) Development Economics (Any Publisher)

3. CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

- a) Personnel Management By N.A Saleemi
- b) Office Administration & Management By N.A Saleemi
- c) Labour and Industrial Relations(Kenyan Book)

4. CERTIFICATE IN SALES & MARKETING

- a) Salesmanship & Management By N.A Saleemi
- b) Marketing Management By Kottler & Armstrong
- c) Marketing Communication By Bythe
- d) Business Finance Module – Strathmore University

5. CERTIFICATE IN SUPPLIES CHAIN MANAGEMENT

- a) Supply Chain Strategy by Edward Grazelle

- b) Logistics and Supply Chain Management by Martin Christopher.
- c) Storage and Supply of Materials 6th Edition by David Jessop & Alex Morrison
- d) Business Finance Module – Strathmore University

6. CERTIFICATE IN CO-OPERATIVE MANAGEMENT

- a) Co-operative Society Act Cap 490
- b) SACCO Act 2007 Government Press NRB
- c) Financial Accounting simplified By N.A Saleemi

STATIONERY

- Box file
 - Spring file
 - 1 ream of Ruled foolscaps
 - 1 Dozen A4 200 Pages Exercise Books.
 - Biro pens
-

DIPLOMA IN TOURISM MANAGEMENT/CERTIFICATE IN TOUR GUIDE

REQUIREMENTS

STATIONERIES

- Three spring files
 - One ream ruled foolscaps
 - One dozen A4 200 Pages exercise books
-

DEPARTMENT OF APPLIED SCIENCES

SCIENCE LABORATORY TECHNOLOGY TRAINEES REQUIREMENTS

1. Dissecting Kit
 2. Laboratory coat (White)
 3. Safety goggles
 4. Hand gloves
 5. Scientific calculator
 6. 4-figur Advanced Mathematical Table
 7. Textbooks as shown below;
 - (a) Physics Ordinary Level Physics by Nelkon and Parker
 - (b) Chemistry Certificate by Holderness
 - (c) Biology A functional approach students Manual by Roberts and T J Kings
 - (d) Either Technician Safety and Laboratory practice by M.D. Hawkins or Laboratory Organization and Administration by K. Guys.
-