

**MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY**  
**KAREN TECHNICAL TRAINING INSTITUTE FOR THE DEAF**

P.O. BOX 24785 – 00502 NAIROBI, TEL. 0202025714 CELL: 0722 677859  
 Email: kttid2007@yahoo.com, Website: www.kareninstituteforthe deaf.org

**LETTER OF ADMISSION**

**Personal Details**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

Official Use Only	
Adm.No.	_____
Course:	_____
Duration:	_____
From	_____ To _____
Adm. Date:	_____
Officer in charge:	_____
Fees Paid:	_____
Finance Dept	_____

**1. Admission**

I am pleased to inform you that you have been offered admission into Karen Technical Training Institute for the Deaf for the **Full-time & Part time** Courses. Specified and marked here below, among the many Courses offered in the Institute with course fee structure details.

**2. Reporting and Registration**

You are required to report on \_\_\_\_\_ but not later than \_\_\_\_\_ for registration.

**Note:**

- (i) All classes for registered students will commence on **5<sup>th</sup> May, 2015**
- (ii) Bring and submit **Original Copy of this Letter** during registration.

**3. Course Details**

S/N	COURSE	TUITION & BOARDING FEES
1.	FOOD&BEVERAGE - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	34,350.=
2.	FOOD&BEVERAGE - CRAFT – ARTISAN or D plain (MODULE 1 & 2)	34,350.=
3.	FOOD&BEVERAGE - DIPLOMA – CRAFT or C- (MODULE 1,2 & 3)	34,350.=
4.	CATERING&ACCOMODATION OPERATION - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	34,350.=
5.	CATERING&ACCOMODATION OPERATION - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	34,350.=
6.	BAKING TECHNOLOGY - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	34,350.=
7.	BAKING TECHNOLOGY - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	34,350.=
8.	I.C.T - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	31,350.=
9.	I.C.T - CRAFT – D plain (MODULE 1 & 2)	31,350.=
10.	CLERICAL OPERATION - CRAFT – D plain (MODULE 1 & 2)	31,350.=
11.	CLERICAL TYPING (SINGLE&GROUP) - KCPE or KCSE CERTIFICATE (2YRS)	31,350.=
12.	COMPUTER STUDIES - DIPLOMA – KCSE C - (MODULE 1,2 & 3)	31,350.=
13.	HUMAN RESOURCE MANAGEMENT m - DIPLOMA – KCSE C - (MODULE 1 & 2)	31,350.=
14.	BUSINESS ADMINISTRATION - DIPLOMA – KCSE C - (MODULE 1 & 2)	31,350.=
15.	CISCO(ITE)ESSENTIALS - KCPE or KCSE CERTIFICATE	31,350.=
16.	KATC - KCSE C-	31,350.=
17.	CPA I, II, III - KCSE C plain WITH C+ IN Mathematics & English	31,350.=
18.	COMMUNITY DEVELOPMENT - CRAFT – KCSE D plain (MODULE 1,2)	31,350.=
19.	COMMUNITY DEVELOPMENT - DIPLOMA – KCSE C- (MODULE 1,2,3)	31,350.=
20.	ELECTRICAL INSTALLATION(power) - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	34,350.=
21.	ELECTRICAL INSTALLATION(power) - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	34,350.=
22.	ELECTRICAL INSTALLATION(power) - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	34,350.=
23.	ELECTRICAL INSTALLATION(power) - KCPE & KCSE CERTIFICATE (GRADE III,II,I)	34,350.=
24.	MOTOR VEHICLE MECHANICS - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	32,850.=

25.	MOTOR VEHICLE MECHANICS - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	32,850.=
26.	WELDING & FABRICATION - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	32,850.=
27.	WELDING & FABRICATION - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	32,850.=
28.	AUTOMOTIVE ENGINEERING - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	32,850.=
29.	AUTOMOTIVE ENGINEERING - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	32,850.=
30.	AUTOMOTIVE ENGINEERING - KCPE & KCSE CERTIFICATE	32,850.=
31.	PANEL BEATING - KCPE & KCSE CERTIFICATE	32,850.=
32.	AutoCAD	15,000.=
33.	BASIC VEHICLE MAINTENANCE	32,850.=
34.	CARPENTRY & JOINERY - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	33,350.=
35.	CARPENTRY & JOINERY - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	33,350.=
36.	CARPENTRY & JOINERY KCPE & KCSE CERTIFICATE	33,350.=
37.	CABINET MAKING KCPE & KCSE CERTIFICATE	33,350.=
38.	MASONRY - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	32,550.=
39.	BUILDING TECHNOLOGY - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	32,550.=
40.	BUILDING TECHNOLOGY - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	32,550.=
41.	PAINTER & DECORATOR - KCPE & KCSE CERTIFICATE	32,550.=
42.	ArchCAD/AutoCAD (3MONTHS)	15,000.=
43.	GARMENT MAKING - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	34,550.=
44.	FASHION DESIGN - CRAFT – RELEVANT ARTISAN or D plain (MODULE 1 & 2)	34,550.=
45.	FASHION DESIGN - DIPLOMA – RELEVANT CRAFT or C- (MODULE 1,2 & 3)	34,550.=
46.	NAPSET - ARTISAN KCPE or KCSE CERTIFICATE (2YRS)	34,550.=
47.	TIE & DYE , EMBROIDERY, ORNAMENTAL MAKING, UPHOSTERY, KNITTING & WEAVING - KCPE & KCSE CERTIFICATE (3MONTHS)	
48.	HAIRDRESSING & BEAUTY THERAPY - KCPE & KSCE D Plain (2½YRS)	33,350.=
49.	BARBERING - KCPE & KSCE D Plain 2½YRS	33,350.=
50.	HAIRDRESSING & BEAUTY THERAPY - KCPE & KSCE D Plain (6 MONTHS)	33,350.=
51.	BARBERING - KCPE & KSCE D Plain 6 MONTHS	33,350.=
52.	ELEMENTARY (BEGINNERS' LEVEL I)KENYAN SIGN LANGUAGE OPEN (3 MONTHS)	15,000.=
53.	INTERMEDIATE (LEVEL II) OPEN KENYAN SIGN LANGUAGE (3 MONTHS)	14,000.=
54.	ADVANCED (LEVEL III)KENYAN SIGN LANGUAGE OPEN (3 MONTHS)	13,000.=
55.	GENERAL AGRICULTURE - ARTISAN – KCPE or KCSE CERTIFICATE (2YRS)	33,350.=
56.	GENERAL AGRICULTURE - CRAFT - ARTISAN or D Plain (MODULE 1 & 2)	33,350.=
57.	GENERAL AGRICULTURE - DIPLOMA – CRAFT or C- (MODULE 1,2 & 3)	33,350.=
58.	AGRI-BUSINESS - CRAFT - ARTISAN or D Plain (MODULES 1, 2, 3)	33,350.=
59.	AGRI-BUSINESS - DIPLOMA – CRAFT or C- (MODULES 1, 2, 3)	33,350.=
60.	GREEN HOUSE MANAGEMENT	33,350.=
61.	RABBTRY MANAGEMENT	33,350.=
62.	POULTY MANAGEMENT	33,350.=
63.	DAIRY PRODUCTION MANAGEMENT	33,350.=

Note: Other Institutional Charges for New Students		
1	Students ID (Paid Once)	200.00
2	Registration	500.00
3	Industrial Attachment (Paid Annually)	3,000.00
4	PTA Development (Paid Once)	5,000.00

**Note:**

- (a) Departmental Course requirements are attached.  
(b) Fees Payable in Advance before Registration by:

Cash Deposit to our -Account No: 1228336 at **BARCLAYS BANK –KAREN BRANCH. NAIROBI**

- (c) Personal Cheques and Cash are NOT ACCEPTABLE in the Institute.

**REGISTRATION REQUIREMENTS**

The following Documents will be required during Registration:

- Five (5) Coloured Current Passport Size Photographs
- Certified Copies of Result slips or Certificates, Leaving Certificate, Identity Card and Birth Certificate with Originals for verification.
- Duly completed Medical Examination Certificate (Attached as Appendix 1 ) by a Registered Medical Practitioner
- Duly completed and signed students appraisal form (Attached as Appendix 2) with the Declaration Certificate there in.
- Students should ensure they have adequate Stationery and relevant Text Books for their Course.

6. All Students are required to make and retain a copy of this Admission Letter for future use.

Congratulations.

**TECLA M. CHEMOBO  
PRINCIPAL**