



MINISTRY OF EDUCATION
STATE DEPARTMENT FOR VOCATIONAL AND TECHNICAL TRAINING
KONGONI TECHNICAL AND VOCATIONAL COLLEGE

Along Eldoret – Kitale Road P.O. Box 45 – 30205 Matunda
TEL: 0788-070-303 EMAIL: kongonitvc@gmail.com WEBSITE: www.kongonitvc.ac.ke



DATE: _____

ADM. NO. : _____

P.O BOX _____ TOWN _____

DEAR MR/MRS/MISS/MS _____

RE: ADMISSION OFFER-2024/2025 ACADEMIC YEAR

I am pleased to inform you that your admission for a ☐ three-year Diploma Course/ ☐ two-year Certificate Course/ ☐ one-year Artisan Course in _____ has been approved. This course will be offered by course work, examinations and industrial attachment. Your admission commences on _____. You are eligible for a Government scholarship, loan and bursary to assist with your educational expenses. If you need Government financial support, you will be assisted in the college to make an application through the official website. In case the Government scholarship, loan and bursary do not cover the entire cost of your programme, the deficit will be met by your parent/guardian. This is a Regular programme and not a parallel programme. You will remain registered for the stated academic years subject to your satisfactory performance and payment of fees. Your studies and stay will be governed by college rules and regulations in addition to the academic policy and rules governing tertiary institutions offering TVET curriculum. Please ensure that you bring with you 2 spring files, 2 passport size photos, original Identification Documents and Certificates and one copy of the same.

REGISTRATION

On arrival at the institute, you should report to the Registrar Admission's Office in the administration block to sign on nominal roll and complete the registration requirements. Changing of courses is only allowed during the first two weeks of opening.

FEES PAYMENT

Trainees granted admission will be registered before payment of statutory fees to the finance office or proof of availability of scholarship. Your financial responsibilities will be as tabulated in the enclosed fee structure.

ACCOMMODATION

The college has limited accommodation chances available on first come first served basis upon confirmation of availability of space and payment of accommodation fees.

MEALS

Meals will be served on a pay as you eat (PAYE) basis. You are therefore advised to carry enough cash to finance your feeding.

I congratulate you on your admission and wish you a fruitful stay at Kongoni Technical and Vocational College.

Yours faithfully,

Judith Akaranga

JUDITH AKARANGA
PRINCIPAL/SECRETARY BOG



All correspondence be made to the principal



APPLICATION FORM

KTVC/IQAO/REG/F001

A. PERSONAL DETAILS

SURNAME

FIRST NAME

OTHER NAMES

ID/PASSPORT NUMBER

DATE OF BIRTH (dd/mm/yyyy)

MARITAL STATUS

GENDER (tick one)

MALE ☐

FEMALE ☐

POSTAL ADDRESS

POSTAL CODE

TOWN

COUNTY

SUB-COUNTY

WARD

LOCATION

SUB-LOCATION

VILLAGE

NEMIS CODE

KRA PIN

MOBILE NUMBER

EMAIL ADDRESS

NATIONALITY

Do you have any disability? YES ☐ NO ☐ If yes, then specify (give details) _____

B. ACADEMIC QUALIFICATIONS

SCHOOL/COLLEGE ATTENDED	INDEX NUMBER	YEAR EXAMINED	MEAN GRADE/MARKS
KCSE			
KCPE			
COLLEGE			

C. SPONSOR/GUARDIAN DETAILS

FULL NAME

POSTAL ADDRESS

POSTAL CODE

TOWN

RELATIONSHIP TO APPLICANT

EMAIL ADDRESS

MOBILE NUMBER

OCCUPATION

D. COURSE DETAILS

COURSE NAME IN FULL

INTAKE: JAN ☐ MAY ☐ SEPT ☐

PROGRAMME DURATION

EXAMINING BODY

LEVEL (TICK ONE)

ARTISAN ☐

CRAFT ☐

DIPLOMA ☐

Type of Application (tick one) KUCCPS ☐ DIRECT ☐

I confirm the information given above is correct to the best of my knowledge and do take full responsibility for any incorrect information.

Sign

Date

Attach the following: Copies of KCPE & KCSE Slips/Certificates,
National ID, Birth Certificate & Colour Passport Size Photo.
Send your Fully filled application form to: The Principal, Kongoni
Technical And Vocational College, P.O. Box 45-30205 Matunda. OR
Email: kongonitvc@gmail.com

FOR OFFICIAL USE ONLY

VERIFIED

BY:

SIGN:

DATE:

All correspondence be made to the principal



2024/2025 FEE STRUCTURE

S/NO	VOTEHEAD	TERM 1	TERM 2	TOTAL
1.	Tuition Fees	21,985.00	14,656.00	36,641.00
2.	P/Emoluments	7,727.00	5,152.00	12,879.00
3.	L.T&T	2,369.00	1,580.00	3,949.00
4.	R.M.I	1,954.00	1,303.00	3,257.00
5.	E.W&C	2,369.00	1,580.00	3,949.00
6.	Activity	2,708.00	1,806.00	4,514.00
7.	Attachment & Medical	1,200.00	800.00	2,000.00
	TOTAL	40,312.00	26,877.00	67,189.00

IMPORTANT ADDITIONAL INFORMATION

1. Student ID Kshs,500.00 (New students only)
 2. KUCCPS registration fee Kshs.1,500
 3. TVETA Quality Assurance fee Kshs.500
 4. Student Union Kshs.900.00
 5. Admission fees Kshs,500.00 (payable on admission)
 6. Hostel Kshs.4,500.00 (optional) paid to **KONGONI TECHNICAL AND VOCATIONAL COLLEGE** KCB Account No. 1286112613 or KCB PAYBILL No.522522
 7. Fees once paid is NOT refundable
 8. All Tuition fees and additional charges to be paid on **KONGONI TECHNICAL AND VOCATIONAL COLLEGE** Account No. 1267312963 KCB MOI'S BRIDGE BRANCH or KCB PAYBILL No.522522
 9. Examination fee is determined by examining body and payment to be made on **KONGONI TECHNICAL AND VOCATIONAL COLLEGE** Account No.1286110785 KCB MOI'S BRIDGE BRANCH or KCB PAYBILL No.522522 upon clearance of Tuition fees.
 10. Cash and personal cheques Will NOT be accepted.
- N/B Additional charges are compulsory during registration/admission.**

Akaranga



JUDITH AKARANGA
PRINCIPAL/SECRETARY BOG



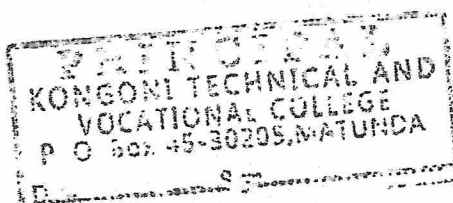
GOVERNMENT SCHOLARSHIP PER NEED LEVEL

S/NO	NEED LEVEL	SCHOLARSHIP %	SCHOLARSHIP AMOUNT	LOAN %	TUITION LOAN	TOTAL LOAN + UPKEEP: KSH.13,600	HOUSEHOLD %	HOUSEHOLD AMOUNT
1	Vulnerable	80%	53,751.00	20%	13,438.00	27,038.00	0%	-
2	Extremely Needy	70%	47,032.00	30%	20,157.00	33,757.00	0%	-
3	Needy	50%	33,594.00	30%	20,157.00	33,757.00	20%	13,438.00
4	Less Needy	32%	21,500.00	48%	32,250.00	45,850.00	20%	13,438.00

J. Akaranga

JUDITH AKARANGA

PRINCIPAL/SECRETARY BOG.





MEDICAL FORM

KTVC/REG/F002

(TO BE COMPLETED BY QUALIFIED DOCTOR IN A GOVERNMENT HOSPITAL)

NAME OF

APPLICANT.....AGE.....

The following have to be checked:

1) Eyes

2) Chest

3) Teeth

4) Checked For VD and

Found.....

5) Checked For Pregnancy and

Found.....

...

6) Others

i)

ii)

iii)

iv)

v)

vi)

Signed and Stamped.....Date

GOVERNMENT MEDICAL DOCTOR

All correspondence be made to the principal



MINISTRY OF EDUCATION
STATE DEPARTMENT FOR VOCATIONAL AND TECHNICAL TRAINING
KONGONI TECHNICAL AND VOCATIONAL COLLEGE



Along Eldoret – Kitale Road P.O. Box 45 – 30205 Matunda
TEL: 0788-070-303 / 0721-320-423 EMAIL: kongonitvc@gmail.com WEBSITE: www.kongonitvc.ac.ke

COURSE REQUIREMENTS

- a) **General Requirements for Welding and Fabrication, Electrical and Electronics Engineering, Building and Civil engineering, land surveying, Plumbing and Masonry courses:** Scientific calculator (fx-82ms), tee square, set square 30°, 45° and 60°, Engineering/drawing set, 30 cm ruler, Protractor, Dust coat/apron (Blue) workshop boots, 2H and HB pencils, Masking Tape 1/2 inch.
- b) **Specific Requirements Per Course;**
- Electrical and Electronics (Power)-** Pliers (Electrician Plier& Long Nose Pliers), Cable Cutters, Multi-Meter, Phase Tester, Screw drivers (Star and Flat), Bending Spring (20mm Diameter), Hammer (Ball Pein, Masonry, Rubber Head).
 - Welding and Fabrication –** Pliers (Electrician Plier& Long Nose Pliers), Welding Goggles, Chipping Hammer and Leather Gloves.
 - Agriculture -** A Pair of Gumboots, Flat/Forked Jembe, Plastic [Black] Gloves, Watering Can, Hand File and Slasher.
 - Secretarial/Office Administration -** Pitman New Era Shorthand Textbook (Anniversary Edition), Shorthand Dictionary, Shorthand Notebooks (5 Pieces), HB (110) Pencils (6 Pieces) & 2 - Re-Writable CDs.
 - Plumbing -** Steel tape, 1 Pipe Wrench
 - Masonry -** Trowel, Masons square, Plumb bob, Wood float
 - Hairdressing -** 6 Salon Size Towels, Enough Assorted Combs And Brushes, 2 Scissors, 2 Weaving Needles, 1 Hair Crotchet, 4 Sectioning Clips, 2sets Styling Pins, 12 Writing Books 200pgs, 3 Pens, 1 Pencil, 1 Ruler and a blue dust coat.
 - Fashion And Design -** Tape measure (Inches/Centimeters), Tailors' Pins, Tailors' Chalk, Fabric Material, Fabric Scissors, Paper Scissors, Superglue/Cello Tape, Seam Reaper, Thimble, Machine Needles-Size 16/18, Hand Needles (Assorted), thread, A4 Size Drawing Book, Tracing Wheel, Brown Papers/Manila Papers, Quarter (1/4) Scale, 30 cm Ruler, HB pencils, Meter Rule/Stick, Pinking Shears and a blue dust coat.
 - Food production (Culinary Arts) –** Typhoid Vaccine, Food Handlers Certificate, Chefs hat (white), Chefs coat (white and sleeved), White apron, Checked Skirt/Trouser (black and white), Closed black leather shoes, Practical Crockery Book (David Fosket) Recipe cards, three Kitchen Towels, Green scarf for level 4 and 5 and Maroon scarf for level 6.

NB

- a) All CBET trainees to purchase one spring file for filing their personal documents.

