



## KIBWEZI TEACHERS' TRAINING COLLEGE

P.O. BOX 291 – KIBWEZI

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*A Kenya National Examinations council [KNEC] examinations center registered by the Ministry of Education. Registration number 17P40000003*

### **OFFICE OF THE REGISTRAR**

### **COLLEGE ADMISSION FOR IN-SERVICE / PART TIME EDUCATION PROGRAMME.**

Dear \_\_\_\_\_ We are pleased to inform you that you have been offered admission in this college for \_\_\_\_\_ course.

The reporting is the first Sunday after the close of primary schools in April 2025, August 2025 and December 2025. Failure to do that, your chance shall be offered to other student. The applicant must possess a valid KNEC Results slip/ certificate.

Please note that KTTC is modeled on Christian principles and Ethics and therefore students are expected to follow and obey code of conduct, rules and policies as set by the college.

The college is fully registered by the Ministry of Education to offer Education courses examined by Kenya National Examination Council (KNEC).

### **REGISTRATION**

Registration of students is done at the college registrar's office between 8.00 am to 5.00 p.m. on working days only.

Registration as a student shall be subject to the following conditions: -

- **Verification of your qualifications by the college.** You must therefore present your original and photocopies of: - KNEC certificate or results slip, identity card, four passport sized photographs recently taken and a birth certificate.
- **Payment of fees and charges** as per fee structure overleaf.

### **COLLEGE LOCATION**

The college is in Makueni County, Kibwezi Sub-County in (**Kibwezi Town**) 300 meters **from A.I.C Church** off Kibwezi-Kitui Road. We have SGR – Kibwezi Station.

### **FOOD**

Students buy food at the college cafeteria (Pay as you Eat).

**NB: No day scholars allowed.**

## **FEE PAYMENT**

The college will not accept **CASH** payment of fees or personal cheques and therefore students are advised to deposit their fees directly to **KCB (KIBWEZI BRANCH)** or any other KCB bank country wide and retain the bank deposit slip to be produced when reporting to the college. Bankers' cheques and postal money orders are acceptable.

College fees must be paid in full on reporting day or in two installments before the end of college academic term.

**A/C NAME KIBWEZI TEACHERS' TRAINING COLLEGE**

**A/C NUMBER 1126649082 (KCB BANK) KIBWEZI BRANCH**

**Or**

**1) LIPA KARO NA MPESA BUSINESS NUMBER- 522123**

**ACCOUNT NUMBER - 30146KNAME OF STUDENT**

On behalf of the college, I congratulate you for this achievement and wish you God's blessing in your studies at this college.

Yours faithfully,



Joyce Nzibo



PRINCIPAL.

## **EDUCATION COURSES AND QUALIFICATIONS**

<b>COURSE</b>	<b>QUALIFICATION</b>
DPTE	❖ KCSE C Plain and Above without Cluster Subject <b>or</b> C- for Candidates with disabilities e.g. Hearing Impaired, Low Vision <b>MUST</b> have a letter from the Government Hospital.
SNE DIPLOMA	❖ PTE Certificate
UDPTE	❖ Certificate in primary teacher education (PTE) ❖ Certificate in early childhood education (ECDE)

### **FEE STRUCTURE**

<b>VOTE</b>	<b>YEAR 1</b>			<b>YEAR 2</b>			<b>YEAR 3</b>			
<b>HEAD</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TERM</b>	<b>TEACHING</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>PRACTICE</b>
Admission	1,000									
Tuition & Boarding	10,500	10,500 (3Wks)	14,000 (5wks)	10,500 (3wks)	10,500 (3wks)	14,000	10,500	10,500	14,000	15,000  Each Term
Library Fee	1000									Upgrade One Term
College ID	500									<b>Fresh 2 Terms</b>
T-shirt	1,000									
Wifi	500									
School Based Assessment					3,000			3,000		
<b>TOTALS</b>	<b>14,500</b>	<b>10,500</b>	<b>14,000</b>	<b>10,500</b>	<b>13,500</b>	<b>14,000</b>	<b>10,500</b>	<b>13,500</b>	<b>14,000</b>	<b>15,000</b>

*NB:*

- (i) Knec Exam Fee 18,000.00
- (ii) Graduation fee 4,000.00
- (iii) Fees exclusive of feeding.

**B) Strictly no cooking in the hostels, buy meals from the college cafeteria**

College fees must be paid in full on reporting day or in two installments before the end of college academic term.

<b><i>GENERAL ADMISSION REQUIREMENTS</i></b>
<ul style="list-style-type: none"><li>• This calling letter</li><li>• Original and two copies of National ID</li><li>• and two copies of Birth Certificate.</li><li>• Two passport sized photographs (colored)</li><li>• Two reams of photocopying papers (Ksh 1400)</li><li>• Two spring files (Ksh 150)</li><li>• 3 packets of dustless chalk (Ksh 300)</li><li>• Blackboard ruler (Ksh 300)</li><li>• Original and two copies of academic and professional certificates.</li><li>• Two hard covers 2 quire (Ksh 500)</li></ul>

**SECTION A: APPLICANTS'S PERSONAL DETAILS**

NAME: \_\_\_\_\_

(Surname) (Other names in full)

POSTAL ADDRESS: \_\_\_\_\_

POST CODE \_\_\_\_\_ TOWN/CITY: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ GENDER: \_\_\_\_\_

MARITAL STATUS: \_\_\_\_\_ NATIONALITY: \_\_\_\_\_

NATIONAL ID NO: \_\_\_\_\_

NAME OF NEXT OF KIN/ SPONSOR: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_ POSTAL ADDRESS: \_\_\_\_\_

TOWN/CITY: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

TOWN/CITY: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

## SECTION B: COURSE APPLICATION DETAILS

DIPLOMA IN \_\_\_\_\_

## SECTION C: HEALTH

PLEASE

ASTHMA

YES

NO

CANCER

YES

NO

HIGH BLOOD PRESSURE

PREGNANT

YES

NO

YES

NO

YES

NO

TICK APPROPRIATELY

EPILEPTIC

DIABETES

YES

NO

## CURRICULAR ACTIVITIES

Event	State the event participated
Ball games	
Athletics	
Clubs	
Societies	

## SECTION D: APPLICANTS DECLARATION

- I declare that the information given herein is true and accurate to the best of my knowledge and I fully Understand that any information found to be false would lead to automatic disqualification.
- APPLICANT'S FULL NAME:**.....
- ID / PASSPORT NO.** \_\_\_\_\_
- DATE:** \_\_\_\_\_
- APPLICANTS SIGNATURE** .....

## **COLLEGE RULES AND REGULATIONS**

### **1. IDENTITY**

Students must possess valid College Identity Card ALWAYS. Failure to do so, one will not be attended I the library.

### **2. DRESSING**

Students must be smartly dressed at all times. Failure to adhere, one will clean the toilets / bathrooms.

### **3. PUNCTUALITY**

Be punctual for all scheduled college activities / lessons.

Failure to adhere, one will be required to clean a room in the College.

### **4. COLLEGE PROPERTY**

Care and good handling must be observed failure to which penalties will be attached.

### **5. ACADEMIC/PROFESSIONAL RESPONSIBILITY**

Strict observance and attendance to ALL academic/professional activities.

### **6. LEAVE OUT/ABSENCE**

(a) Written permission must be obtained from the Dean of students or the T.O.D. for short- term permission. Failure to adhere, one will clean the staff toilets.

(b) Absenteeism for two fortnights should be permitted by the Principal or D/principal Failure to adhere, one will be send for a parent / guardian.

### **7. MEALS**

Strictly no cooking in the hostels, buy meals from the College Cafeteria.

### **8. VISITORS**

Allowed ONLY on Sundays between 11.00 a.m. and 5.00 p.m. Visitors should not access dormitories. Failure to adhere, one will clean toilets

### **9. PREGNANCY**

Pregnant student(s) must report to the Dean of students immediately for assistance. Expectant students will go for maternity leave and come back after 6 months.

**NOTE:** Further action will be taken in accordance with the regulation of the Ministry of Education.

### **10. MEETINGS / PROCESSIONS / DEMONSTRATIONS, etc.**

Seek permission or authority from the college. Tribal meetings and associations are illegal in the college. To the contrary, student will be send home for parent / guardian.

### **11. ALCOHOLISM, DRUNKENESS / DRUGS AND SMOKING**

Kibwezi Teachers Training Centre is a ``NO DRUG AND SMOKING ZONE.``

Culprits will be reported to the relevant authorities and parents / guardian informed.

### **12. CLEANLINESS**

Dorms, personal hygiene, classrooms and compound cleanliness should be observed. Non-compliant students will be reported to the Principal.

### **13. RESIDENTIAL PREMISES**

Are out of bounds to students of the opposite sex. One should stick to the cube allocated to him /her. Non-compliance will result to the student being send home for parent / guardian.

#### 14. WORSHIP

The College has a multi-purpose hall where all the students MUST attend Sunday service except for the Muslims where special arrangement is done for their prayers.

#### DECLARATION

I, ..... ID NO: ..... have successfully read and understood the college rules and regulations and hereby declare that, I shall abide by the same during my stay in the college. Thank you.

Name of student \_\_\_\_\_

Signature of student: .....

Course: \_\_\_\_\_ Date: .....