

KISAUNI YOUTH POLYTECHNIC

SCHOOL OF INFORMATION COMMUNICATION TECHNOLOGY



INFORMATION COMMUNICATION TECHNOLOGY COURSE

The course is intended to provide students with a wide range of software, technical and technological ICT skills required by industry. A graduate at certificate level will be expected to develop a basic IT solution to a practical business problem using technological approach. Our IT Programs are designed the learner to achieve just that. This qualification provides the graduates with an avenue for progression into Diploma in information Communication technology.

Indeed we say with our ICT skills the sky not the limit, but just one of the goals in life!!!!

CRAFT CERTIFICATE IN INFORMATION COMMUNICATION TECHNOLOGY (KNEC)

Course Structure

Module 1

- Communication Skills
- Life Skills
- Entrepreneurship
- Introduction to ICT
- Computer Applications 1
- Mathematics
- Operating Systems
- Basic Electronics

Module 2

- Structured Programming
- Computer Maintenance & Support
- Computer Applications 2
- Business Plan
- Introduction to Research Methods
- Trade Project

Duration: 1 Year Per Module

Requirements: D and above in KCSE

Examination Registration Period: January –February for July Series and June-July for November series

FEE STRUCTURE

CRAFT FEE STRUCTURE MODULE 1

| Vote Head: | Term 1: | Term II: | Term III: | Total: |
|-------------------|----------------|-----------------|------------------|---------------|
| Admission fee | 1,000.00 | - | - | 1,000.00 |
| Tuition fees | 11,000.00 | 11,000.00 | 11,000.00 | 33,000.00 |

Craft 1 exam registration fee =

CRAFT FEE STRUCTURE MODULE 2:

| Vote Head: | Term 1: | Term II: | Term III: | Total: |
|-------------------|----------------|-----------------|------------------|---------------|
| Admission fees | 1000.00 | - | - | 1000.00 |
| Tuition fees | 11,000.00 | 11,000.00 | 11,000.00 | 33,000.00 |

Craft 2 registration fee =

Requirements:

1. Four passport size colored
2. Spring file
3. Original Academic certificate and photocopies
4. National Id photocopy
5. Software 1000/

NB: KNEC examination fees estimated at 12,000.00. Once the examination circular is out, the examination fees will be confirmed.

Non refundable fee for registration form - 200/=.

All fees to be paid direct to bank and deposit slips submitted to the institution for receipt purposes.

**Account name: Kisauni Youth Polytechnic, Bank: KCB, A/c No. 1107605652
Treasury Square OR Consolidated Bank, A/c No. 1008120300000 and**

**Examination Account Number: 4925544 Barclays Bank – Branch Nkrumah Road,
Msa.**

RULES AND REGULATIONS

1. Every student must attend every function in time e.g. Morning Parade, Class Session, Games and Sports etc. Bell and whistle must be respected.
2. Letters explaining trainee’s absence will be accepted only if signed by Parents/Guardians
3. In case of illness, the manager must be informed at once and on return to the Centre, a registered medical practitioner’s certificate must be produced.
4. Irregular attendance, unjustified absence, disobedient, rudeness, habitual illness and bad conduct justify suspension from the Centre. A report of such a trainee will be made to the management committee and strongly recommending that he/she be expelled.
5. Any kind of damage to the property shall be repaired by the trainee concerned.
6. **Smoking** and use of **alcoholic drinks** are strictly prohibited (Drug Free Zone)
7. No **fighting** will be allowed at the Centre whatsoever. Anyone who breaks this rule will be expelled from the Centre.
8. Any kind of weapons e.g. knives, clubs, spears, sticks etc. will not be allowed at the Centre. Using of **bad language** is completely prohibited.
9. No any kind of **stealing** will be allowed from this Centre. Anyone who will be reported for theft will be expelled from the Centre.
10. During practical work trainees **must be in relevant P.P.Es**, including appropriate shoes. Students should have the relevant **tools/ equipment** for that lesson.
11. **Earphones are not allowed and Mobile phones** must be switched off in workshops or else it will be detained till further notice.
12. **Only students whose fee payments schedules are up to date will be allowed in classes.**

Student Name:.....

ID.No.

Signature:.....

Date:.....

Thank you,

Khadija A. Abdallah
PROJECT MANAGER
Kisauni Youth Polytechnic