

COMPUTER ADMISSION FORM, REQUIREMENTS AND FEES STRUCTURE

COURSE	PARTICULARS	REQUIREMENTS
APPLICATION PACKAGES	<ul style="list-style-type: none"> • 4,000/= Inclusive of An Admission Fee Of 200/= • Minimum Payment on Admission 3,000/= • Duration -3 Months, • 2 Hours. Daily From Monday to Friday 	<ul style="list-style-type: none"> • Text Book @ 500/= • Flash Disk of not less than 8GB
COMPUTER MAINTENANCE	<ul style="list-style-type: none"> • 15,000/= Inclusive of An Admission Fee Of 500/= • Minimum Payments on Admission 5,000/= • Duration – 6 months <p>And pay the rest monthly</p>	<ul style="list-style-type: none"> • 2 Exercise Books • 1 File • Copies Of 'O' Level Certificates • Software CD/DVDs @ 1,000/= • ID Card @ 200/= • Flash Disk of not less than 8GB
CCTV INSTALLATION AND MAINTENANCE	<ul style="list-style-type: none"> • 10,000/= Inclusive of An Admission Fee Of 500/= • Minimum Payments on Admission 5,000/= • Duration – 3 months • 2 hours daily from Monday to Friday 	<ul style="list-style-type: none"> • Copies Of 'O' Level Certificates • ID Card @ 200/= • 1 Exercise Book • 1 File • Network Crimping tool • Pliers big /small • Digital multimeter small/big • Insulated Screw driver set • Precision set • Electrical Phase tester • Small Hammer • Overall / Apron
GRAPHICS PACKAGES	<ul style="list-style-type: none"> • Corel Draw For 2 Weeks @ 1,500/= • MS Publisher For 2 Weeks @ 1,500/= • Email / Internet For 1 Week @ 1,000/= 	<ul style="list-style-type: none"> • Holder of Certificate in Computer Applications.

CRAFT CERTIFICATE IN INFORMATION COMMUNICATION TECHNOLOGY	<ul style="list-style-type: none"> • 19500/= Per Term • Done In Two Modules • 1st Year – Module 1 • 2nd Year Module 2 • Exclusive Of Examination Fees Of 12,000/= Per Exam 	<ul style="list-style-type: none"> • Four passport size photos colored • Spring file • Copies of Academic certificate • National Id photocopy • Birth certificate copy • Software fees 1,000/= • Flash Disk of not less than 8GB
CISCO NETWORKING	<ul style="list-style-type: none"> • 10,000/= For Three Months 	<ul style="list-style-type: none"> • 2 Exercise Books • 1 File • Copies Of 'O' Level Certificates • Software CD/DVDs @ 1,000/= • ID Card @ 200/= • Flash Disk of not less than 8GB
<p><u>NOTE:</u> You Should Clear Your Fees Balance Before Sitting for ANY Examination.</p> <p>JOIN AND SHARE THE EXPERIENCE WITH US!!</p>		

Packages to be covered

- 1) Introduction to computers
- 2) Ms-Dos
- 3) Windows
- 4) Word Processing
- 5) Spreadsheet
- 6) Database
- 7) Presentation

Rules and Regulations to Be Observed While In Computer Lab

1. Switch off Your Phone or activate to Silent Mode.
2. Don't Answer Phone Calls.
3. Don't Carry or Eat Food.
4. Maintain Silence.
5. Don't Throw Litter or Waste Materials (Maintain Cleanliness).
6. Don't Wear a Cap.
7. Please Switch Off/ Shut Down The Computer Using The Right Procedure.
8. Cover Your Computer System Carefully After Use.
9. Be Punctual to Avoid Inconveniency.
10. Observe The Above Regularly



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COMPUTER DEPARTMENT APPLICATION FORM

(Please answer each question clearly and completely, use capital letters)

Personal Data

Name of the Student
Date of Birth (DD-MM-YR)
Home District.....Place of Birth.....
Id No/ Passport No.....
Home Contacts (Tel :).....Mobile No.....
Address.....Email.....
Male/Female.....Residential Address.....

Person to be notified in case of emergency

Name:.....Relationship.....
Tel/Mobile No.....Address.....Email.....

Academic Status

Primary School Attended.....
Grade Attained.....Marks.....Year.....
Secondary School Attended.....
Grade Attained.....Marks.....Year.....
College Attended.....Certificate/Diploma Awarded
University Attended.....Diploma/Degree Awarded
Course Applied For: Computer Maintenance Computer Packages CCTV Graphics {Tick One}

I abide by all rules and code of conduct of Kisauni Polytechnic, I will not take part in any demonstration, will always follow the chain of command and accept to be punished or be summarily dismissed from the institution for indulging in any gross misconduct. I certify that the statements made by me and my parent/guardian in answering the above questions are true, complete and accurate to the best of my knowledge.

Signature of the Applicant.....Date.....
Signature of Parent/Guardian.....Date.....

For Official Use Only

Date of Admission.....

Admission No:.....Date of Leaving.....