



# KISII NATIONAL POLYTECHNIC

Tel: 0700152177 / 0752031300  
Email: [info@kisiipoly.ac.ke](mailto:info@kisiipoly.ac.ke)  
Website: [www.kisiipoly.ac.ke](http://www.kisiipoly.ac.ke)

P.O. Box 222 - 40200  
Tel: 058-20319558  
KISII - KENYA



KNP/IMS/REG/F004

## ADMISSION LETTER

NAME OF TRAINEE: \_\_\_\_\_

STUDENTS' POSTAL ADDRESS: .....

ADMISSION DATE: \_\_\_\_\_

Dear trainee:

I am pleased to inform you that you have been admitted to our institution to study Diploma /Certificate/ Artisan /Level 4,5 & 6 Course in \_\_\_\_\_. You are required to report on \_\_\_\_\_ between 8:00 am and 4:00 pm. We look forward to providing you with quality practical and up-to date training.

If you have been placed in our institution by KUCCPS, you are eligible for government scholarship, loan and bursary to assist with your education expenses. In case you need government financial support, you **MUST** make an application for consideration through the official website [www.he/co.ke](http://www.he/co.ke). If the Government Scholarship, loan and bursary does not cover the entire cost of your program, the deficit will be met by your parent/guardian.

## CONDITIONS OF ADMISSION

1. The Polytechnic fees is **Kshs 67,189 per Academic Year**.
2. a. All trainees are required to pay **Ksh 34,220** as the first instalment upon admission and the remaining **Ksh 32,969** as per the Polytechnic Policy to College **Account No. 01120017051900 Cooperative Bank Kisii Branch**
  - b. The following other charges must be paid during admission to **Account No. 01139017051900 cooperative bank Kisii branch**
    - i. Registration fees - Ksh 2,000
    - ii. Student Affairs - Ksh 900 (To be paid per academic year)
    - iii. Student I.D - ksh 500
    - iv. Caution Money - Ksh 1,000
    - v. TVETA Fees - Ksh 500

**TOTAL Ksh 4,900**

- c. The Polytechnic also offers **Compulsory** medical check up to all new student at

**Ksh 500** paid separately to **Account No. 01139017051900 Cooperative Bank Kisii Branch**



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3. We have limited accommodation charged at Kshs6,000 per term on first come first serve basis to account No: **Account No. 01139017051900 cooperative bank Kisii branch**
4. Meals are served at the student dining hall on **Pay - As - You - Eat** system.
5. Students to buy their own Stationery and Course requirements as per the attached list.

All Polytechnic fees **Must** be cleared before registration for Final Examinations

**Upon reporting, present originals and photocopies of:-**

- |   |                                  |
|---|----------------------------------|
| (i) KCSE /KCPE Certificate or Result Slip.  | (ii) School leaving certificate. |
| (iii) Stage I/II Certificate(s).            | (iv) Birth Certificate           |
| (v) National ID card ( <i>Both sides</i> ). | (vi) Admission Letter            |

7. You are asked to download the **College Rules and Regulations plus the Academic Policy** from the college website [www.kisiipoly.ac.ke](http://www.kisiipoly.ac.ke) and read.

## **STUDENT COMMITMENT**

I.....ID NO.....

ADM NO ..... being a student at Kisii National Polytechnic do here by confirm that I have downloaded the college rules and regulations and the academic policy read and understood. I accept to abide by them during my period of stay in the institution.

If found contravening the laid down administrative expectations, then appropriate action shall be taken against me as per the college rules and regulations.

SIGNATURE.....DATE.....

## **WITNESSED BY:**

Parents'/Guardians' Name.....Signature..... Date.....

**Note: The college will not be held responsible for any fraudulent information presented.**

*Registrar Academics*