



MINISTRY OF EDUCATION
STATE DEPARTMENT FOR TVET
NYANDO TECHNICAL AND VOCATIONAL COLLEGE
P. O. BOX 347 – 40101 AHERO
TEL: 0745712924/ 0750563416
E-mail: nyandotvc@gmail.com



ADMISSION FORM

AFFIX PASSPORT

NAME: ID Number:

Admission Number: Date of Admission:

Course selection				
Department	Course	Level	Module	Reporting Date

TRAINEE BIODATA

1.	Surname	First Name	Other Names		
3.	Date of Birth (dd/mm/yy)	National ID Number/ Passport Number		Mobile no.	
	Gender	Personal Email Address			
4.	KCPE Index No.	Year of KCPE	School		
5.	KCSE Index No.	Year of KCSE	School		
6.	Any other post-Secondary course undertaken				
	Name of the Institution	Year	Certificate/Grade attained		
7.	County	Sub-County	Location	Sub Location	Village
8.	Both Parents Names or Guardian/Sponsor	Mobile No.	Relationship	Occupation	
	a.				
	b.				
	c.				

NOTE: YOU ARE REQUIRED TO FILL IN ALL THE SPACES PROVIDED WITH THE CORRECT DETAILS



Rosemary Awuor Soi
PRINCIPAL/BOG SECRETARY

College Motto: Training for self-reliance

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MEDICAL EXAMINATION CERTIFICATE

NOTE: Applicants for entry to the college **MUST** get this form completed by a Registered Medical Officer of Health **BEFORE** reporting.

TRAINEE'S NAME:

NAME OF THE HOSPITAL: LEVEL:

1.	Eye and vision Unaided right-Left Aided right-Left Color Blind Visual field	
2.	Nose and Throat IS nasal breathing-Habitual -Adenoids	
3.	Ear Hearing voice Right Left	
4.	Mouth and Teeth	
5.	Glands in the neck	
6.	Chest and Heart With special reference to any tubercular tendencies	
7.	Urine Stool	
8.	Spleen and Liver Piles and varicose veins	
9	Any other weakness, defect, allergy or disease(s) e.g. Defects on speech, local itching or spasm, chore or any other neurons disorder, venereal disease or rheumatics tendency	
10	General observation if care is desirable in any special direction, please give particulars	

Payment for the medical examination is the sole responsibility of the applicant.

Signature of registered medical practitioner _____ Date: _____ Mobile No: _____

ADDRESS: _____ Official Stamp: _____

NOTE: This form should be filled in a level 3 and above Hospitals

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ACADEMIC PROGRAMMES 2025/2026

DEPARTMENT OF MECHANICAL AND AUTOMOTIVE ENGINEERING						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
1.	Automotive Engineering Technology	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	7 Modules	January, May, Sept	CDACC
2.	Automotive Engineering Technology	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
3.	Motor Vehicle Mechanics	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
4.	Motor Vehicle Mechanics	Level 3	KCPE	1 Module	January, May, Sept	
DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
5.	Electrical Engineering	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	8 Modules	January, May, Sept	CDACC
6.	Electrical Engineering	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
7.	Electrical Installation Technology	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
8.	Electrical installation Technology	Level 3	KCPE	1 Module	January, May, Sept	
DEPARTMENT OF BUILDING AND CIVIL ENGINEERING						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
9.	Building Technician	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	7 Modules	January, May, Sept	CDACC
10.	Building Technician	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
11.	Plumbing	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
12.	Plumbing	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
13.	Plumbing	Level 3	KCPE	1 Module	January, May, Sept	
14.	Masonry	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
15.	Masonry	Level 3	KCPE	1 Module	January, May, Sept	
DEPARTMENT OF BUSINESS AND LIBERAL STUDIES						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
16.	Procurement Management	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	7 Modules	January, May, Sept	CDACC
17.	Procurement Management	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	5 Modules	January, May, Sept	
18.	Store Keeping	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
19.	Social Work	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	5 Modules	January, May, Sept	
20.	Social work	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
DEPARTMENT OF COMPUTING AND INFORMATICS						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
21.	Information Communication Technology (ICT)	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	7 Modules	January, May, Sept	CDACC
22.	Information Communication Technology (ICT)	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
23.	Information Communication Technology (ICT)	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
24.	ICT Assistant	Level 3	KCPE	1 Module	January, May, Sept	
DEPARTMENT OF HOSPITALITY AND TOURISM						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
25.	Food and Beverage Management	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	7 Modules	January, May, Sept	CDACC
26.	Food and Beverage Operations	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
27.	Food Production (Cookery)	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
28.	Food Production – (Cookery)	Level 3	KCPE	1 Module	January, May, Sept	
29.	Baking Technology	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
30.	Baking Technology	Level 3	KCPE	1 Module	January, May, Sept	

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DEPARTMENT OF COSMETOLOGY AND FASHION DESIGN						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
31.	Cosmetology (Hairdressing & Beauty Therapy)	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	CDACC
32.	Cosmetology (Hairdressing & Beauty Therapy)	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
33.	Cosmetology (Hairdressing & Beauty Therapy)	Level 3	KCPE	1 Modules	January, May, Sept	
AGRICULTURE AND ENVIRONMENTAL STUDIES						
SR No	COURSE TITTLE	ENTRY LEVEL	MINIMUM REQUIREMENT	COURSE DURATION	INTAKE	EXAMINING BODY
34.	Agriculture and Extension	L6 (Diploma)	KCSE MEAN GRADE C- OR KNQA L5	7 Modules	January, May, Sept	CDACC
35.	Agriculture and Extension	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
36.	Horticulture	L5 (Craft Certificate)	KCSE MEAN GRADE D OR KNQA L4	4 Modules	January, May, Sept	
37.	Horticulture	L4 (Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
38.	Poultry Production	L4(Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	
39.	Dairy Production	L4(Artisan)	KCSE MEAN GRADE E OR KNQA L3	2 Modules	January, May, Sept	

FEES STRUCTURE PER MODULE FOR REGULAR TRAINEES – CBET MODULARIZED COURSES 2025/2026

S/NO	VOTEHEADS	FEE PER MODULE
1.	Tuition	8,190
2.	Personal Emoluments	4,500
3.	Electricity, Water & Conservancy	900
4.	Repair Maintenance And Improvement	2,166
5.	Local Travel And Transport	1,500
6.	Mentorship & Insurance	670
7.	Library	335
8.	Activity	1,017
9.	Administration	2,822
10.	Students Governing Council	200
11.	Medical	100
12.	TVET/CDACC Material Fee	9,600
13.	TVET/CDACC Assessment Tools	3,000
Total		35,000

ADMISSION FEES ARE AS BELOW:

S/NO	DESCRIPTION	KSH
1.	REGISTRATION (PAID ONCE ON ADMISSION)	1,000
2.	TVETA QUALITY ASSURANCE FEE (PAID YEARLY)	500
3.	KUCCPS PLACEMENT FEE (ONLY THOSE PLACED BY KUCCPS)	500
4.	STUDENT ID CARD (PAID ONCE)	400
TOTAL ADMISSION FEES		2,400

NOTE:

- The fees exclude accommodation and meals
- On reporting you are required to pay at least Kshs. 5000 Tuition fee.
- Assessment Fee per Module Kshs. 12600.
- All payments **MUST** be banked in the College Account

Bank details: Account No. - **1327183536**,
 Bank name: Kenya Commercial Bank,
 Branch Kisumu,
 Account Name: **Nyando Technical and Vocational College**

OR

M-Pesa Pay bill: 522533,
 Account Number: 7852662,
 Account name: Nyando Technical and Vocational College.

NOTE: CASH PAYMENTS ARE STRICTLY PROHIBITED.

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RULES AND REGULATIONS GOVERNING THE CONDUCT AND DISCIPLINE OF TRAINEES.

All trainees are enrolled on the strict understanding that they will comply with all rules and regulations issued by this college. As such, the following rules shall apply to all trainees.

1. FEES AND OTHER PAYMENTS

All payment of any funds must be done through the college account and receipted at the finance office, and be accompanied with an official receipt. The college is not responsible for payments made elsewhere.

2. CLASS ATTENDANCE AND FORMATIVE ASSESSMENT ARE COMPULSORY

Attendance of classes and internal examination are compulsory. Punctuality must be observed at all times. Leave of absence for up to three lessons may be given by the head of department. For absence beyond the three lessons, trainees must obtain written permission by filling in the leave-out form and signed by the official signatories.

3. CHANGE OF COURSE/TRAINING PROGRAM

Change of course is subject to availability and qualification for the required course, within the first one month of the first term, or the time specified from time to time.

4. COLLEGE PROPERTY

Trainees who damage or loose college property under their care will College property should be handled with utmost care. Any damage of the same will be surcharged. Trainees shall clear for institution property at the end of every module/course, and payment for any damages caused will form part of the clearance process.

5. WORSHIP

There is freedom of worship as long as it is in harmony with all the other activities in the college.

6. DRUGS AND SUBSTANCE ABUSE -

Drugs and substance abuse is not allowed in the college. Possession of any of these anywhere within the college is prohibited.

7. FIGHTING AND HANDLING OF OFFENSIVE WEAPONS

Fighting, use of abusive language and possession of weapon is prohibited within the college.

8. MODE OF DRESSING

Trainees should dress decently in modest and appropriate attire at all times. Please note that slippers and crocs are not official wear and should not be worn in the college during weekdays.

9. COMMUNICATION

Trainees are supposed to communicate using the established college communication protocol.

10. REPORT ON UNUSUAL EVENTS

Any unusual occurrence and security threats should be reported immediately to the head of security or the nearest administrator available for necessary and immediate action.

11. AMENDMENTS TO THE RULES

The principal reserves the right to amend, add to, or otherwise vary these rules at any time without notice and in accordance with the Education Act Cap, 211 of the laws of Kenya.

In contravention of any of the above 11 College Rules and Regulations shall attract disciplinary action as per the College Disciplinary Policies or Law of the Land

TRAINEE'S DECLARATION

I commit to abide by all the College rules and Regulations and Policies throughout my training within or during mentorship in the industry.

Trainee's Name: _____ Signature: _____ Date: _____

Witnessed by: Name: _____ Signature: _____
(PARENT/GUARDIAN)

(FOR OFFICIAL USE ONLY)

Confirmed by: Name: _____ Signature: _____ Date: _____
(DEAN OF STUDENTS)

Official Stamp

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REQUIREMENTS

1. REGISTRY

(Compulsory for ALL Students)

- Two photocopies of each of the following:
- K.C.P.E Academic Certificate or result slip
- K.C.S.E Academic Certificate or result slip.
- Leaving Certificate
- Identity Card for the student /Waiting card
- Identity Card for the parent/guardian
- Death certificate/burial permit for deceased parents
- Four current passport size photographs
- Birth certificate
- Original certificates for verification
- 3 plastic spring file
- File divider (at least 20 pages)

2. ALL TRAINEES IN ELECTRICAL, MECHANICAL & BUILDING DEPARTMENTS

- Scientific Calculator (Casio fx 82Ex)
- Drawing Set
- Set Square (30/60,45/90)
- A T/Square
- 5m tape measure
- Eraser and Pencils (2H, 4H, HB)
- 30 cm ruler (plastic)
- Overall/Dust coat
- Masking Tape
- Protective shoes

3. BUILDING AND CIVIL ENGINEERING

- Safety boots
- Overall/dust coat

- Helmet
- Tape measure
- Pliers (Plumbing)
- Trowel
- Chisel (Building)
- Mallet (Building)
- Builders square

3. ELECTRICAL & ELECTRONICS ENGINEERING

- Phase tester
- Flat & Star screw driver 5"
- Ball pen hammer
- 20mm bending spring
- Tape measure 5m
- 6" electrician combination pliers

4. MECHANICAL AND AUTOMOTIVE DEPARTMENT

- Maroon overall
- Safety boots
- Goggles
- Leather hand gloves
- Spanner set

5. COSMETOLOGY

- Apron {300/=}
- Scissors (salon) 1
- Salon size Towels 6 pieces
- Low heeled closed shoes
- Face towel 6 pieces
- Afro comb
- Disposable gloves
- Spatula 1
- Manicure/pedicure set 1
- Face masks 1 box

6. FOOD AND BEVERAGE

- 2 kitchen towels
- 1 pair oven gloves
- 1 pair checked black skirt/trouser
- 1 chef's coat
- 1 chef's hut
- 1 pair low heeled black shoes
- 1 Necker chef (checked black)
- Chef's knife
- 1 black skirt/trouser
- 1 long sleeved white shirt
- 1 bow tie
- 2 service clothes
- 2 glass cloth
- 1 half coat (black)

7. COMPUTING AND INFORMATICS

- A laptop
- White lab. coat
- Flash disk 16 GB
- Crippling tool
- Torx screwdriver (One set)
- Straight head screwdriver (Small and large)

8. BUSINESS /LIBERAL STUDIES

- White dust coat
- Scientific calculator
- 8GB flash disk
- Rewritable CD & HB pencil

9. AGRICULTURE & ENVIRONMENTAL STUDIES

- Gumboots
- Jembe
- Panga/Slasher
- Dust Coat [Dark Green in Colour]
- 1. Scientific calculator
- 1 pair of Glove

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