

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1375**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **MOHAMMED KOLOMBO**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1376**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **FATMA SHEBANI RAJABU**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1377**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **GEORGE RIMBA CHARO**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1378**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **CHARO REHEMA DICKSON**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## Requirements

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**



# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com](mailto:voicampuscit@yahoo.com)/[registrarcit2016@gmail.com](mailto:registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1379**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **MASINDE KEVIN WANYONYI**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1380**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **MUSYOKI MUINDI MACKDELIS**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For:PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1381**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **MUNYAO GRACE MUTHONI**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1382**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **MULI CATHERINE WAYUA**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**



# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com](mailto:voicampuscit@yahoo.com)/[registrarcit2016@gmail.com](mailto:registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1383**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **LENJO JOYCE WAKESHO**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com](mailto:voicampuscit@yahoo.com)/[registrarcit2016@gmail.com](mailto:registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1384**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **MUTUKU VINCENT MUUO**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1385**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **SHELMITH WANJIKO**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1386**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **RUHARI WANGARI MITCHELL**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## Requirements

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**



# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1387**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **OMONDI MOSES OKOTH**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## Requirements

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1388**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **SHIMENGA VICTORIA NAKUNYA**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## **Requirements**

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**

# COAST INSTITUTE OF TECHNOLOGY



**VOI CAMPUS**  
**P.O. BOX 34 CODE 80300 TEL:0202169229, VOI**

Email: [voicampuscit@yahoo.com/registrarcit2016@gmail.com](mailto:voicampuscit@yahoo.com/registrarcit2016@gmail.com)  
[www.cit.ac.ke](http://www.cit.ac.ke)



**ISO 9001:2015 Certified**

**Our Vision: To Be A Centre Of Excellence For Education & Training In Science and Technology**

**Our Ref: CIT/BS/CCO/SEPT23/K/1389**

**Date: 1<sup>ST</sup> AUGUST, 2023**

Applicant's Name: **OUMA MELVIN ATIENO**

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for a **Certificate in Clerical Operations** in the Department of **Business Studies**.

The reporting date shall be on **4<sup>th</sup> September 2023** and shall end on **8<sup>th</sup> September 2023**.

## Requirements

1. *Original & Copies of Student KCSE & KCPE Academic Certificates, Leaving Certificate, National ID & Birth Certificate.*
2. *Two recent colored passport-size photographs*
3. *A completed medical certificate (form enclosed)*
4. *Personal effects i.e., blanket, mosquito net, bed covers & toiletries*

You must attain at least a 75% class attendance threshold in order to be allowed to sit for all examinations. For you to progress to the next module, you **MUST** have successfully completed the preceding module in line with the College Academic Policy.

You are expected to pay at least 75% of the module fee at the beginning of each module and the balance before sitting for end-of-module examinations. This fee is not inclusive of accommodation and meals.

The college does not allow any change of program mid-stream. This should be done in advance.

All trainees must pay full fees before examination registration.

Trainees' accommodation within the College is limited and shall be allotted on a first come first served basis upon payment of full term fees.

The college accommodation fee is **Kshs. 4,500.00** per term exclusive of meals. Meals are on Pay- As-You-Eat basis.

Non-Resident Trainees are expected to arrange and meet the cost of their own accommodation.

Yours faithfully,



Geoffrey Nyambeche  
Registrar  
**For: PRINCIPAL**