COAST INSTITUTE OF TECHNOLOGY
VOI CAMPUS
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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/DCM/SEPT23/K/975   **Date:** 4TH AUGUST, 2023

Applicant's Name**:** CLARIS VIDZO KITHI

I am pleased to inform you that Coast Institute of Technology has accepted your request for admission to train for **Diploma in Cooperative Management** in the Department of **Business Studies.**

The reporting date shall be on **4th September 2023** and shall end on **8th 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**,**

THE REGISTRAR
COAST INSTITUTE OF TECHNOLOGY
P. O. Box 34 - 80300, VOI.

Geoffrey Nyambeche
Registrar
For:PRINCIPAL