

JOINING INSTRUCTIONS /NOTES TO THE APPLICANTS

1. Application fees

All applicants will be required to pay **Kshs2,000** (Kenyans) or **USD 25** (Non-Kenyans) being non refundable application fee as per the bank details below.

2. Mode of study (Day, Evening or Saturday)

All courses will be conducted in our **Mombasa** and **Nairobi** Campuses and *please note it's non-residential.*

3. Fees

The fees payable for certificate and diploma courses are as below:-

Activity	Certificate	Diploma	PGD
Student ID	1,000.00	1,000.00	1,000.00
Examination Fees	5,000.00	5,000.00	5,000.00
Library fees	1,500.00	1,500.00	1,500.00
Computer fees	1,000.00	1,000.00	1,000.00
Tuition Fees	31,500.00	41,500.00	52,000.00
Total fees payable Semester I	40,000.00	50,000.00	60,500.00
Total fees Semester II	30,000.00	50,000.00	55,000.00
Total Fees Semester III	N/A	50,000.00	55,000.00
Total fees payable	70,000.00	150,000.00	170,500.00

4. Duration of Study

The course duration for the Certificate course is Six (6) months (2 semesters), Diploma One (1) year (3 semesters) and PGD one (1) year (3 semesters)

5. Attendance

Students must attend a minimum of 75% of all lectures, seminars and tutorials, failure to which he/she will not be allowed to register for examinations.

6. Bank Details (Kenya Shillings)

ACCOUNT (\$) The National Bank of Kenya
Kenya
A/C 01023015000900
Branch Times Tower Branch
A/c Name Kenya school of Revenue Administration
Administration.

Bank Details USD

The National Bank of
A/C 02020015000900
Branch Times Tower Branch
A/C Name Kenya school of Revenue