



MINISTRY OF EDUCATION
STATE DEPARTMENT FOR VOCATIONAL AND TECHNICAL TRAINING
KONGONI TECHNICAL AND VOCATIONAL COLLEGE

Along Eldoret – Kitale Road P.O. Box 45 – 30205 Matunda
TEL: 0788-070-303 EMAIL: kongonitvc@gmail.com WEBSITE: www.kongonitvc.ac.ke



DATE: _____

ADM. NO. : _____

P.O BOX _____ TOWN _____

DEAR MR/MRS/MISS/MS _____

RE: ADMISSION OFFER-2025/2026 ACADEMIC YEAR

I am pleased to inform you that your admission for a ☐ Seven Modules Course (Level 6)/ ☐ Four Modules Course (Level 5) ☐ Two Modules Course (Level 4)/ ☐ One Module Course (Level 3) in _____

_____ has been approved. This course will be offered by course work, examinations and industrial attachment. Your admission commences on _____.

You are eligible for a Government scholarship, loan and bursary to assist with your educational expenses. If you need Government financial support, you will be assisted in the college to make an application through the official website. In case the Government scholarship, loan and bursary do not cover the entire cost of your programme, the deficit will be met by your parent/guardian. This is a Regular programme and not a parallel programme. You will remain registered for the stated academic years subject to your satisfactory performance and payment of fees. Your studies and stay will be governed by college rules and regulations in addition to the academic policy and rules governing tertiary institutions offering TVET curriculum. Please ensure that you bring with you 2 spring files, 2 passport size photos, original Identification Documents and Certificates and one copy of the same.

REGISTRATION

On arrival at the institute, you should report to the Registrar Admission's Office in the administration block to sign on nominal roll and complete the registration requirements. Changing of courses is only allowed during the first two weeks of opening.

FEES PAYMENT

Trainees granted admission will be registered before payment of statutory fees to the finance office or proof of availability of scholarship. Your financial responsibilities will be as tabulated in the enclosed fee structure.

ACCOMMODATION

The college has limited accommodation chances available on first come first served basis upon confirmation of availability of space and payment of accommodation fees.

MEALS

You are advised to carry enough cash to finance your feeding as it will be on pay as you eat (PAYE) basis.

I congratulate you on your admission and wish you a fruitful stay at Kongoni Technical and Vocational College.

Yours faithfully,




JUDITH AKARANGA
PRINCIPAL/SECRETARY BOG

All correspondence be made to the principal



APPLICATION FORM

KTVC/IQAO/REG/F001

A. PERSONAL DETAILS

SURNAME

FIRST NAME

OTHER NAMES

ID/PASSPORT NUMBER

DATE OF BIRTH (dd/mm/yyyy)

MARITAL STATUS

GENDER (tick one)

MALE ☐

FEMALE ☐

POSTAL ADDRESS

POSTAL CODE

TOWN

COUNTY

SUB-COUNTY

WARD

LOCATION

SUB-LOCATION

VILLAGE

NEMIS CODE

KRA PIN

MOBILE NUMBER

EMAIL ADDRESS

NATIONALITY

Do you have any disability? YES ☐ NO ☐ If yes, then specify (give details) _____

B. ACADEMIC QUALIFICATIONS

SCHOOL/COLLEGE ATTENDED	INDEX NUMBER	YEAR EXAMINED	MEAN GRADE/MARKS
KCSE			
KCPE			
COLLEGE			

C. SPONSOR/GUARDIAN DETAILS

FULL NAME

ID/PASSPORT NUMBER

POSTAL ADDRESS

TOWN

RELATIONSHIP TO APPLICANT

EMAIL ADDRESS

MOBILE NUMBER

OCCUPATION

D. COURSE DETAILS

COURSE NAME IN FULL

INTAKE: JAN ☐ MAY ☐ SEPT ☐

PROGRAMME DURATION

EXAMINING BODY

LEVEL (TICK ONE)

LEVEL 3 ☐

LEVEL 4 ☐

LEVEL 5 ☐

LEVEL 6 ☐

Type of Application (tick one) KUCCPS ☐ DIRECT ☐

I confirm the information given above is correct to the best of my knowledge and do take full responsibility for any incorrect information.

Sign

Date

Attach the following: Copies of KCPE & KCSE Slips/Certificates,
National ID, Birth Certificate & Colour Passport Size Photo.
Send your Fully filled application form to: The Principal, Kongoni
Technical And Vocational College, P.O. Box 45-30205 Matunda. OR
Email: kongonitvc@gmail.com

FOR OFFICIAL USE ONLY

VERIFIED

BY:

SIGN: DATE:

All correspondence be made to the principal