

study in KENYA

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| Course | Diploma in Records and Library Management |
| Institution | Beam International Training Centre |
| Campus | Development house Campus |
| Course Length | 1 Year |
| Mode of Study | Full Time |
| Exam Body | Kenya National Examinations Council Association of Business Executives Institute of Commercial Management International Training Centre |
| Tuition Fees | Kes. 9,000 per term |
| Entry Requirement | Mean Grade C Minus and Above |
| Application Procedure | <p>Artisan Certificate - KCPE and above Certificate in BTEP/TIVET & TEP D and above Diploma in BTEP/TIVET C - and above Certificate in BMC - Mean grade of D+ in Math or Commerce & C in English Diploma BMC - Mean grade of C Plain with C in Math or Commerce & C in English Higher Diploma - Acceptable by the examination body Advanced Diploma - Diploma Associate Degree - Advanced Diploma or Higher Diploma or Graduate Diploma</p> <p>N.B (i) Examination Fees varies with Examination Body (ii) Fees provided is the minimum per term</p> <p>Admission Fees KSHS. 1,000</p> <p>Photocopy Certification</p> <p>6. Student Card Fees Kshs. 200 2. ID Card</p> <p>7. 2 Passport size photographs 3. Copies of Birth Certificate</p> <p>8. Copy of Birth Certificate 4. Library Fees Kshs. 2,000 per year</p> <p>9. T-shirt fee Kshs. 1,200 per year 5. Practicals Kshs. 2,000 per term</p> <p>10. Activity Fee Kshs. 500 per term (Hotel & Catering, Engineering)</p> |
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