

study in KENYA

Course	Bachelor of Business and office Management (JKUAT)
Institution	International University of Professional Studies
Campus	Main Campus
Course Length	3 years
Mode of Study	Full Time
Tuition Fees	Tuition Fees information NOT Available
Entry Requirement	KCSE aggregate of C+ with C in Mathematics and English KACE Certificate with a minimum of Two (2) Principal passes and a minimum of Credit pass in Mathematics and English/Kiswahili at KCSE. Candidates with a recognized Diploma in management or Secretarial Studies. Be a holder of any other qualifications accepted by the University Senate. Recognition of prior learning Holders of the following Diploma Qualifications are eligible for entry into this programme and may be considered for certain exemptions: IU Diploma in Business and Office Management KTTC Technical Diploma in Education (Secretarial option); or Kenya National Examination Council BTEP Diploma in Secretarial Studies; or KIM Diploma in Business Management with single and Group Certificates in Secretarial Studies from KNEC or City & Guilds. Exemptions and credit transfers Holders of diploma qualifications recognized by the university senate are eligible for exemptions.
Application Procedure	Pay the application fee of Ksh 1000 to Cooperative Bank, Stima Plaza Branch, Account number: 01129275324300 or any other Cooperative Bank branch countrywide. Personal cheques, company cheques, direct cheques deposits into the bank are not acceptable and will be regarded as fees not paid. Present receipt to the Admission's Secretary. The admissions secretary will issue an application form Fill in the form and attach, photocopies of academic and professional certificate and 3 passport size photograph On presentation and authentication of certificate the student is issued with an Admission letter which has the following; Orientation program School fees break down Opening date/day Applicants are expected to complete and sign the application form and submit to the office of the Registrar, ARS only complete applications will be considered.
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