



KIBCo

EST. 2004 We Train ~ We Care

KENYA INSTITUTE OF BUSINESS AND COUNSELLING STUDIES (KIBCo)

KIBCo is registered with the Ministry of Education, (MOE), the State Department of Technical and Vocational Education Training Authority (TVETA) charged with regulating tertiary institutions, The Kenya Accountants and Secretaries National Examinations Board (KASNEB) and Kenya National Educational council (KNEC). KIBCo is accredited by NITA and Colombo Plan Sri Lanka to offer international certificate of Addiction Professionals (ICAP).

SCHOOL OF BUSINESS, ACCOUNTACY, LANGUAGES AND TECHNICAL COURSES

COURSE	LEVEL	MINIMUM REQUIREMENTS	DURATION	NO. OF TERMS	EXAM BODY	TUTION FEES PER TERM	TUITION PER MONTH
BUSINESS MANAGEMENT	Diploma	C- or certificate qualification	2 years	6	TVETCDACC	14,500	5,000
	Certificate	KCSE Grade D	1 year	3	TVETCDACC	12,000	4,000
HUMAN RESOURCE MANAGEMENT	Diploma	C- or certificate qualification	2 year	6	TVETCDACC	14,500	5,600
	Certificate	KCSE Grade D	1 year	3	TVETCDACC	12,000	4,000
SUPPLY CHAIN MANAGEMENT	Diploma	C- or certificate qualification	2 years	6	TVETCDACC	14,500	5,000
	Certificate	KCSE Grade D	1 year	3	TVETCDACC	12,000	4,000
MARKETING MANAGEMENT	Diploma	C- or certificate qualification	2 years	6	TVETCDACC	14,500	5,000
	Certificate	KCSE Grade D	1 year	3	TVETCDACC	12,000	4,000
FRONT OFFICE OPERATIONS	Artisan	KCPE Certificate	3 months	1	TVETCDACC	20,000	6,700
OFFICE ASSISTANT	Artisan Certificate	KCSE grade E	6 months	2	TVETCDACC	19,650	6550
STORE KEEPING	Artisan Certificate	KCSE Grade D-	6 months	2	TVETCDACC	10,000	5,000
INFORMATION COMMUNICATION TECHNOLOGY	Diploma	C- or certificate qualification	2 years	6	TVETCDACC	14,500	5,000
	Certificate	KCSE Grade D	1 year	3	TVETCDACC	12,000	3,000

OFFICE ADMINISTRATION	Diploma	Diploma	C- or certificate qualification	2 years	6	TVETCDACC	14,500
	Certificate	Certificate	KCSE Grade D	1 year	3	TVETCDACC	12,000

SHORT COURSES

Course	Duration	Cost
Entrepreneurial and business start-up	4 weeks	6,000
Office administration	4 weeks	6,000
Warehousing operations & Stock Control	4 weeks	6,000
Computer packages	6 weeks	4,000
Office Etiquette & Protocol Diplomacy	4 weeks	6,000
Public Relations & Customer Care	4 weeks	6,000

PAYMENT MODE

(1) A/C NO: 01100063828600

A/C NAME: KENYA INSTITUTE OF BUSINESS AND COUNSELLING STUDIES

BANK: CO-OPERATIVE

BRANCH: KIAMBU

(2) PAYBILL NO. 819450

ACCOUNT NAME: STUDENT NAMES

REGISTRATION REQUIREMENTS

1. Registration fees **Kshs. 2,000**
2. Birth certificate
3. National ID
4. KCSE certificate
5. Passports Photos (Soft Copy)

MODE OF STUDY

1. Online
2. Full-Time
3. School-based
4. Morning and evening classes

CONTACT US

KIBCo KISUMU

Tel; 0726976576, 0714824003

Lutheran Church Opposite United Mall,
Nairobi Road.

Email; kisumu@kibco.ac.ke

KIBCo THIKA

Tel; 0728 087 101,

Next to Chania Boys Sch,

Email; thikacampus@kibco.ac.ke

KIBCo NAIROBI HEADQUATERS

Tel: 0723 891 555, 0714824003 Southern House,
off Moi Avenue, Opp. Meridian Hotel,
Email; info@kibco.ac.ke, kibco13@gmail.com

KIBCo KIAMBU

Tel; 0758 354 774

Rui off Kiambu Road, along Kirigiti
Road near St.Paul's ACK Church
Email; kiambucampus@kibco.ac.ke