

MINISTRY OF EDUCATION
STATE DEPARTMENT OF VOCATIONAL & TECHNICAL TRAINING
SIRISIA TECHNICAL & VOCATIONAL COLLEGE



Technology for better life
P.O. BOX 77-50208, SIRISIA (KENYA)
TEL 0725523839/0724507732/0703547217
Email: sirisiavocational@gmail.com
Website: www.sirisiatvc.ac.ke



When Replying please quote

Date: 5th March 2025

Ref.No. STVC/REG/ADM/F01

ADMISSION LETTER

RE: OFFER OF ADMISSION AND JOINING INSTRUCTIONS

Further to your application for admission in this Institute, we are pleased to inform you that you have been placed to pursue

COURSE			
DURATION		LEVEL	

NB: THIS OFFER IS SUBJECT TO YOUR PRESENTATION OF VALID ORIGINAL ACADEMIC DOCUMENTS AND RELEVANT TESTIMONIALS.

1. You are required to plan to report at the Institute for registration and be ready to embark on your program by **5th May 2025 and not later than 16th May 2025**. No allowance will be made for any delay, and if you will not have reported by this date, you will forfeit the offer.

2. CREDENTIALS AND OTHER REQUIREMENTS AT REGISTRATION.

When reporting, bring the following documents without which you will not be registered;

This letter of admission and two colored pass port size photos.

Your National ID card and a photocopy of each side.

Originals and photocopies of academic and school leaving certificates for verification.

Medical report (see attached form)

Original and photocopy of your birth certificate. Each applicant is required to produce

Two reams of A-4 **size** printing papers (Paperline) on admission.

Spring files & a Scientific Calculator

Other requirements as per the demands of the course (see attached document)



All correspondences should be addressed to the Principal

Kshs 500 Registration Fees

Prospective trainees are reminded that it is a criminal offence to present any false information to this Institute.

All students anticipating to apply for sponsorships to make a copy of the admission letter and fee structure.

3. REQUIRED PAYMENTS.

Refer to the fees structure attached.

Fees shall be paid by bank pay in slip, bankers' cheque payable to SIRISIA TECHNICAL AND VOCATIONAL COLLEGE, KENYA COMMERCIAL BANK, Bungoma Branch, and Account 1281480851.

NOTE CAREFULLY: In addition to having the minimum entry requirements for admission into respective programs, students must attain the stipulated contact hours and pass the internal exams in their respective courses- details of which are outlined in the **Academic Policy**.

4. HEALTH REQUIREMENTS.

- a) You must be physically and mentally fit to pursue the training program. Forms to enable you get a complete medical check-up are enclosed. You should therefore present yourself for medical check-up to a registered Government Medical Practitioner who should complete the form so as to make it available by the day you report.
- b) The Institute will not accommodate pregnant students of whatever status. Any students who become expectant while undergoing a training program in the Institute will be required to seek leave of absence for a period of one year before resuming her studies. The Institute reserves the right to carry out a medical examination of any student any time during training.

5. CODE OF REGULATIONS

- a) As a condition of admission you will be required to undertake in writing your commitment to the rules and regulations and abide by all rules and regulations for students at this Institute on admission.
- b) Lectures for regular courses are conducted from Monday to Friday starting from **8:00am to 5:00pm**.

Welcome to a TVET Institution of choice.

PRINCIPAL

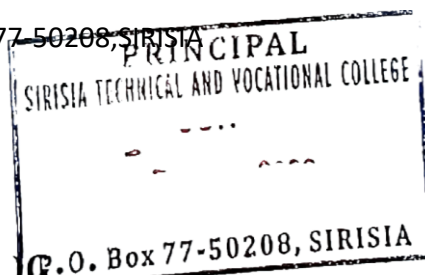
SIRISIA TECHNICAL AND VOCATIONAL COLLEGE

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CLARA A TIMOTHY

SENIOR PRINCIPAL/BOC.O.Box77-50208, SIRISIA

SECRETARY



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SIRISIA TECHNICAL AND VOCATIONAL COLLEGE

P.O BOX 77-50208, SIRISIA Email: sirisiavocational@gmail.com

MEDICAL REPORT

NAME ID No

Course to be undertaken.

1. Eyes and Vision
Unaided left-
Unaided right-
Colour blindness-
Visual field-
2. Ear, Nose & Throat
Is nasal bleeding habitual
Adenoids
Hearing voice-right & left.
3. Spinal column.
4. Mouth & Teeth.
5. Chest,Heart
With special reference to any tubercular
tendencies..
Urine
Feaces
6. Spleen. Liver, Biles and varicose veins.
7. Any other weakness, defect or disease e.g defects of speech, incaltwithing or spasm,chora or
other nervous disorder, venereal diseases, or rheumatic teniency
8. General observation

If care is desirable in any special area give particulars (e.g ulcers,asthma).

Signature. Date:Stamp.

Note: This form must be filled by a registered Medical Practitioner in a Government Institution.

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FEES STRUCTURE FOR 2024/2025

STUDENTS FEES	TERM 1 (Kshs)	TERM 2 (Kshs)	GRAND TOTAL
TUITION	19,400	17,319	36,719
P.E	5,250	5,250	10,500
E.W.C	2,170	1,800	3,970
L.T.T	2,100	2,100	4,200
ATTACHMENT/INSURANCE	3,000	0	3,000
ACTIVITY	2,400	2,400	4,800
R.M.I	2,000	2,000	4,000
TOTAL	36,320	30,869	67,189

1.Students will also be required to pay:

- (a)Ksh.500 for registration
- (b)Ksh.500 for student ID
- (c)Ksh.600 for student union per year
- (d)Ksh.1500 for KUCCPS adoption

2. Accommodation can be obtained from around the institution and students to cater for their meals.

3. Examination and assessment TVET CDACC fees shall be collected in advance.

NOTE:

All Students are required to apply for HELB and SCHOLARSHIP at the College Helb desk

i.All fees payment should be deposited to the institute account directly.

ii.Account name:Sirisia Technical & Vocational College.

Bank: Kenya Commercial Bank Bungoma Branch

Account Number: **1281480851**.

PAYBILL NO.522123

ACCOUNT NUMBER-58123Kadmission No.(eg 58123K0001)

CASH PAYMENT IS NOT ACCEPTABLE.

Approved by

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CLARA A TIMOTHY

Senior principal/BOG Secretany 0.Box77-50208,SIRISIA

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PRINCIPAL
SIRISIA TECHNICAL AND VOCATIONAL COLLEGE
13 JAN 2025

Course requirements:

ENGINEERING COURSES	GENERAL AGRICULTURE	ICT & BUSINESS COURSES	FASION DESIGN HIM HAIRDRESSING	
T Square Fx 82 Calculator 240V (415V) Tester (Electrical engineering students) Engineering Drawing et .Drawing book A3 Set square. . HB Pencile,2HHB, . Overall or Dust Coat Navy Blue in Color . Engineering Boots 0.1.SMP Table 1.Steam Table 2.Tape measure 3.Flat and Star Screw drivers 5.1.Smartphone	1. Gumboots 2. Jembe 3. Panga/Slasher 4. Dust Coat [Dark Green in Colour] 5. 1.Scientific calculator 6. 1 ream of foolscaps 7. 1 pair of Gloves 8. 1 pair of Agricultural Mask	1. White Dust coats 2. 1.Scientific calculator (Business) 3. 2 CD RW 4. 8GB & above Flash Disk 5. Enough A4 note books 6. Glossy printing papers (ICT) 7. Adjustable antistatic ESD wristband (ICT)	1. Tape measure. 2. Tailors pin. 3. Tailors chalk. 4. Fabric/material. 5. Paper scissors. 6. Fabric scissors. 7. Office glue. 8. Seam reaper. 9. Thimble. 10. Machine needle size 18 flat. 11.Hand needles. 12.Threads (different colors to match fabric color). 13.Tracing wheel. 14.Manilla papers. 15.Quarter scale. 16.30-cm ruler. 17.1-meter ruler. 18.Box file. 19.French curve (curve set). 20. HB Pencils. 21.Crayons. 22. Needle holder (Manual Singer) 23.Bobbin + case (Metallic Manual Singer)	-Apron(purple 1) -Towels (medium size) 4 -Shampoo 1 Litre -Styling pins 1 set -1 pair of scissor - Braids 5 pieces(Black) - Afro-Comb BEAUTY THERAPY 1. Apron (purple 1) 2. Towels (Face towels while 2) (Medium towels 4) 3. Manicure set 4. Make-up set

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