



## **COURSE REQUIREMENTS FOR TECHNICAL COURSES**

### **Students MUST come with the following equipment:**

1. One overall/ dustcoat (Blue in color)
2. Leather boots
3. Pocket steel tape-measure (2 – 3 meters)
4. Technical drawing set
  - a) T-square
  - b) Technical drawing set-squares (30° & 45°)
  - c) Protractor
  - d) Pencils (HB,2H & 3H) Stealer brand
  - e) Eraser (Stealer brand)
5. Scientific Calculator



**COURSE REQUIREMENTS - CRAFT CERTIFICATE IN MOTOR VEHICLE  
MECHANICS**

**Students MUST come with the following equipment:**

1. One overall/ dustcoat (Blue in colour)
2. Leather boots
3. Pocket steel tape-measure (2 – 3 metres)
4. Technical drawing set
  - a) T-square
  - b) Technical drawing set-squares (30° & 45°)
  - c) Protractor
  - d) Pencils (HB,2H & 3H stealer brand)
  - e) Eraser (Staedtler brand)

**Students are advised to purchase the following Text Books**

1. Fundamentals of Motor – Vehicle Technology by Hillier
2. Technician Mathematics Level 1 & 2 by J. O. Bird & May
3. Geometric & Engineering Drawing by K. Morling
4. Technical Drawing for Today Bk 1 & 2 by Terence Driscoll



## **COURSE REQUIREMENTS**

### **ELECTRICAL AND ELECTRONICS ENGINEERING**

#### **Students MUST come with the following equipment:**

1. One overall/ dustcoat (Blue in color)
2. Leather boots
3. Pocket steel tape-measure (2 – 3 meters)
4. Technical drawing set
  - a) T-square
  - b) Technical drawing set-squares (30° & 45°)
  - c) Protractor
  - d) Pencils (HB,2H & 3H Steadler brand)
  - e) Eraser (Staedler brand)
5. Combination Pliers
6. Screw drivers (star and flat)
7. Ball Pein hammer
8. Multi meter
9. Phase tester



## **COURSE REQUIREMENTS**

### **DIPLOMA IN BUILDING AND ENGINEERING COURSES**

#### **Students MUST come with the following equipment:**

#### **1. A Scientific Calculator, A Mathematical Set & S.M.P. Table**

#### **2. Drawing Instruments**

- |                               |         |
|-------------------------------|---------|
| (i) T-square (1m long)        | 1Pc     |
| (ii) Adjustable set-square    | 1Pc     |
| (iii)Clutch pencil (0.5 mm)   | 1Pc     |
| (iv)Scale Rule (1:10 – 1:100) | 1Pc     |
| (v) Pencil Leads (0.5mm)      | 3 boxes |
| (vi)Eraser (Staedtler Brand)  |         |
| (vii) Technical Drawing Set   | 1pc     |

#### **3. Drawing Ink- pens**

- |                        |     |
|------------------------|-----|
| (i) 0.25 mm pen        | 1Pc |
| (ii) 0.3 or 0.35mm pen | 1Pc |
| (iii)0.5mm pen         | 1Pc |
| (iv)0.18mm pen         | 1Pc |

#### **4. Stencils & Templates**

- |                                |     |
|--------------------------------|-----|
| (i) 0.25mm stencil             | 1Pc |
| (ii) 0.3 mm or 0.35mm stencil  | 1pc |
| (iii)0.5mm stencil             | 1Pc |
| (iv)Circle template            | 1Pc |
| (v) Furniture template (1:100) | 1Pc |

#### **5. Drawing papers**

- |                                 |        |
|---------------------------------|--------|
| (i) Tracing paper 110g/m        | 1 roll |
| (ii) Ammonia blue print paper   | 1 roll |
| (iii)White cartridge paper (A2) | 8 Pcs  |

#### **6. Other Requirements**

- |                                                 |  |
|-------------------------------------------------|--|
| (i) Pocket steel tape – measure ( 2 – 3 Metres) |  |
| (ii) Leather workshop boots                     |  |
| (iii) Dustcoat (Dark Blue in colour)            |  |



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## **COURSE REQUIREMENTS**

### **DIPLOMA IN BUILDING & CONSTRUCTION**

#### **Students are advised to purchase the following Text Books**

1. Construction Technology Bk. 1, 2, 3 & 4 by R. Chudley
2. Building Construction Engineering By Gurcharan Singh
3. Engineering Mathematics by K. Stroud
4. Pure Mathematics Bk.1 by Backhouse
5. Technician Mathematics level 1, 2 & 3 by J. O. Brid & May
6. Materials & Structures by R. Whitlow
7. Reinforced Concrete Structures by I. C. Syal & A. K. Goel
8. Estimating & Tendering for Building Work by R. C. Smith
9. Building Quantities Explained by Ivor H. Seeley
10. Construction Management & Planning by Sengupta & H. Gucha
11. Elements of Administration for Building Students by John T. Butler
12. Construction Surveying by G. A Scott
13. Surveying for Engineers by J. Uren & W. F. Price
14. Fundamentals of Surveying by S. K. Roy
15. Soil Mechanics Godwin Study Guides
16. Geology for Engineers by Blyth
17. Construction Materials by Sarendra Singh
18. Concrete Materials & Practice by Murdock



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**DIPLOMA IN AUTOMOTIVE ENGINEERING; AGRICULTURAL ENGINEERING & MECHANICAL ENGINEERING – COMMON TEXT BOOKS****Students are advised to purchase the following books:**

1. Properties of Thermodynamic Fluids by Rodgers & Mathew (Steam Tables)
2. Applied Thermodynamics by Heastop and McConkey
3. Strength of Materials by R. C. Stephens
4. Solving Problems in Fluid Mechanics Vol. 1 by J. F. Douglas
5. Mechanics of Machines – Elementary Theory and Examples – by John Hannah & R. C. Stephens
6. Engineering Mathematics by A. K. Stroud

**AUTOMOTIVE ENGINEERING**

1. Advanced Vehicle Technology by Heinz Heisler

**AGRICULTURAL ENGINEERING**

1. Farm Power and Machinery by Jacob Harren
2. Farm Machinery 3<sup>rd</sup> Edition by Shipmen

**MECHANICAL ENGINEERING**

1. Production Technology by Lissaman & Martin



**Students are advised to purchase the following books:**

**DIPLOMA IN ELECTRICAL / ELECTRONICS ENGINEERING**

1. Electrical Technology by B. L. Theraja
2. Engineering Mathematics by K. A. Staud
3. Geometric and Engineering Drawings by K. Morling
4. Electrical Installation Technology by F. G. Thompson
5. Electrical and Electronics Technology 10<sup>th</sup> Edition by Edward Hughes
6. Electrical Power Systems by Mehta
7. Control Systems by Xavier

**COURSE REQUIREMENTS****FOOD & BEVERAGE****Students MUST come with the following equipment:**

1. A black straight skirt for ladies and trousers for men and a white long-sleeved shirt for both ladies and men.
2. A chef's jacket, chef's hat, white apron, red scarf, black bow tie, black half-coat and low black shoes.
3. Oven gloves, a set of kitchen knives, 2 kitchen cloths, 2 tea cloths, 2 tray cloths, 2 glass cloths and a waiter's cloth.

**NB: Trainees are advised to purchase the following items at the Institute for uniformity**

**PRODUCTION SET:**

- |       |                       |   |                 |
|-------|-----------------------|---|-----------------|
| (i)   | Checked Trouser       | - | (Kshs.800/=)    |
| (ii)  | Checked skirt         | - | (Kshs.600/=)    |
| (iii) | Chef's Jacket         | - | (Kshs. 1,200/=) |
| (iv)  | Apron                 | - | (Kshs.350/=)    |
| (v)   | Chef's Scarf          | - | (Kshs.150/=)    |
| (vi)  | Chefs scarf           | - | (Kshs.150)      |
| (vii) | Kitchen clothes 2pcs@ |   | (Kshs.150)      |

**SERVICE SET:**

- |       |                          |   |              |
|-------|--------------------------|---|--------------|
| (i)   | Black Trouser            | - | (Kshs.800/=) |
| (ii)  | Black skirt              | - | (Kshs.600/=) |
| (iii) | White long-sleeved shirt | - | (Kshs.500)   |
| (iv)  | Half coat                | - | ( Kshs.500)  |
| (v)   | Bowtie                   | - | (Kshs 100)   |
| (vi)  | Service clothes 2pcs@    |   | (Kshs 200)   |





## **COURSE REQUIREMENTS**

### **CATERING AND ACCOMMODATION**

#### **Students MUST come with the following equipment:**

1. A black straight skirt for ladies and trousers for men and a white long-sleeved shirt for both ladies and men.
2. A chef's jacket, chef's hat, white apron, red scarf, black bow tie, black half-coat and low black shoes.  
Oven gloves, a set of kitchen knives, 2 kitchen cloths, 2 tea cloths, 2 tray cloths, 2 glass cloths and a waiter's cloth.

**NB: Trainees are advised to purchase the following items at the Institute for uniformity**

#### **PRODUCTION SET:**

(viii)	Checked Trouser	-	(Kshs.800/=)
(ix)	Checked skirt	-	(Kshs.600/=)
(x)	Chef's Jacket	-	(Kshs. 1,200/=)
(xi)	Apron	-	(Kshs.350/=)
(xii)	Chef's Scarf	-	(Kshs.150/=)
(xiii)	Chefs scarf	-	(Kshs.150)
(xiv)	Kitchen clothes 2pcs@		(Kshs.150)

#### **SERVICE SET:**

(vii)	Black Trouser	-	(Kshs.800/=)
(viii)	Black skirt	-	(Kshs.600/=)
(ix)	White long-sleeved shirt	-	(Kshs.500)
(x)	Half coat	-	( Kshs.500)
(xi)	Bowtie	-	(Kshs 100)
(xii)	Service clothes 2pcs@		(Kshs 200)

#### **HOUSEKEEPING SET**

3.Housekkeeping dress (Light blue in color)- (Kshs 1000)

4.Lab Coat



## **COURSE REQUIREMENTS**

### **DIPLOMA IN FOOD & BEVERAGE MANAGEMENT**

#### **Students MUST come with the following equipment:**

1. A black straight skirt for ladies and trousers for men and a white long-sleeved shirt for both ladies and men.
2. A chef's jacket, chef's hat, white apron, red scarf, black bow tie, black half-coat and low black shoes.
3. Oven gloves, a set of kitchen knives, 2 kitchen cloths, 2 tea cloths, 2 tray cloths, 2 glass cloths and a waiter's cloth.

**NB: Trainees are advised to purchase the following items at the Institute (particularly item (i) & (ii) for uniformity**

(i)	Checked Trouser	-	(Kshs.800/=)
(i)	Checked skirt	-	(Kshs.600/=)
(ii)	Chef's Jacket	-	(Kshs. 1,100/=)
(iii)	Apron	-	(Kshs.300/=)
(iv)	Scarf & chef's hat	-	(Kshs.100/= each)

#### **Students are advised to purchase the following Text Books**

1. Food and Beverage Service By D. Lillicrap & Cousin 7<sup>th</sup> Edition
2. Theory of Catering by Ceserani And Kinton 11<sup>th</sup> Edition / 5<sup>th</sup> Edition
3. Food and Beverage Control By Kotas
4. Practical Cookery by D. Foskett, V. Ceserani & R. Kinton 10<sup>th</sup> Edition
5. Principles & Practice of Management by Nisar Ahmed Saleem
6. Financial Accounting Simplified by Nisar Ahmed Saleem



## **COURSE REQUIREMENTS**

### **CRAFT CERTIFICATE IN GENERAL AGRICULTURE**

#### **Students MUST come with the following equipment:**

1. A white over coat
2. White gum boots
3. Rubber gloves
4. A dissecting kit

#### **Students are advised to purchase the following Text Books**

1. Farm workshop, farming Press Ltd., by Brian Bell (1984)
2. Secondary Agriculture, Longhorn Ltd. Bk 3 and 4
3. Farm Machinery by Chipman
4. Economics, A basic text by Moses, J. W. Wesonga KLB (1989)
5. Veterinary Medicine, a Text Book of the Diseases of cattle, sheep, pigs, goats and horses By D.C. Blood and O. M. Radostits
6. Animal production and management by R. Kirby



## **COURSE REQUIREMENTS**

### **BUSINESS STUDIES DEPARTMENT**

**Students are advised to purchase the following Text Books and equipment**

#### **DIPLOMA IN ACCOUNTANCY**

1. A Scientific Calculator
2. Quantitative Techniques by T. Lucey
3. Financial Accounting Simplified by N. Saleemi
4. Business Finance by Saleemi
5. Taxation Simplified Vol I&II by Saleemi
6. Auditing Simplified Vol I&II by Saleemi

#### **DIPLOMA IN BUSINESS ADMINISTRATION**

1. Financial Accounting Simplified by N. Saleemi
2. Principles and Practice of Management Simplified by Saleemi
3. Quantitative Techniques by T. Lucy
4. General Principals of Commercial Law by N. Saleemi
5. Human Resource Management by H. T. Graham
6. A Scientific Calculator.

#### **✓ DIPLOMA / CERTIFICATE IN HUMAN RESOURCE, SOCIAL WORK MANAGEMENT**

1. A Scientific Calculator
2. Business Mathematics and Statistics by A. Francis
3. Human Resource Management by H. T. Graham



## **COURSE REQUIREMENTS**

### **BUSINESS STUDIES DEPARTMENT**

#### **DIPLOMA IN INFORMATION & COMMUNICATIONS TECHNOLOGY**

1. A Scientific Calculator
2. Computer Studies Vol. I, II, III & IV by S. Mburu & C. Chemua.
3. Programming Languages Text Book.

#### **DIPLOMA IN MARKETING MANAGEMENT**

1. Marketing Management by Koller.
2. Marketing Simplified by Saleemi.
3. International Marketing Text Book.
4. Marketing Information & Research Text Book.
5. A Scientific Calculator.

#### **SECRETARIAL STUDIES**

1. Typing first course 6<sup>th</sup> Edition by Archie Drummond.
2. Anniversary Edition (Pitman New Era Shorthand by Andrey O'dea, Toan Sykes.
3. HB saddler 110 pencils ( Dozen)
4. A ream of typing papers
5. Six exercise books - ruled (200 pages).
6. Ball point pens (assorted colours)



## **COURSE REQUIREMENTS**

### **APPLIED SCIENCES DEPARTMENT**

#### **Students MUST come with the following equipment:**

1. One white overcoat (Lab coat)

#### **Students are advised to purchase the following Text Books. Ensure you get at least 1 textbook per subject.**

### **DIPLOMA IN ANALYTICAL CHEMISTRY**

1. A Scientific Calculator
2. Fundamentals of Analytical Chemistry 8<sup>th</sup> Edition by Douglas A. Skoos
3. Chemistry in Context by Graham Hill
4. Analytical Chemistry by Gary D. Christian.
5. Deans Analytical Chemistry Handbook by Pradyot Patriaik
6. Quantitative Analysis by Daniel
7. Elementary Practical Organic Chemistry Part II by A. I. Vogel
8. New Edition Vogels Text Book of Practical Organic Chemistry 5<sup>th</sup> Edition by B. S. Furniss
9. Organic Chemistry by F. Carely
10. A Textbook of Organic Chemistry by Ann Bahl
11. Infrared Spectroscopy by Barbara H Stuart
12. Application of Absorption Spectroscopy of Organic Compounds by John R. Dyer
13. Physical Chemistry by Sebey
14. Physical Chemistry 5<sup>th</sup> Edition by I. Levine
15. A Textbook of Physical Chemistry 4<sup>th</sup> Edition by K. K. Sharma
16. Quantum Chemistry by Levine
17. Chemistry and Testing of Dairy Products 4<sup>th</sup> Edition by New Lander
18. A Handbook of Industrial Chemistry Vol. 1 by K. H. Davis



## **COURSE REQUIREMENTS**

### **APPLIED SCIENCES DEPARTMENT**

#### **Students MUST come with the following equipment:**

1. One white overcoat (Lab coat)

**Students are advised to purchase the following Text Books. Ensure you get at least 1 textbook per subject.**

### **DIPLOMA IN APPLIED BIOLOGY**

1. A Dissecting Kit
2. How the Immune System Works by Lauren Sampayrac.
3. Basic Immunology by Abul K. Abdas.
4. Immunology by William L. Anderson.
5. Immunology by Burns
6. A Text Book of Modern Toxicology by Patricia E. Levi
7. Text Book of Parasitology by David. Belding.
8. Medical Parasitology by – Markel land voges's
9. Foundations of Parasitology by S. Roberts
10. Histology & Pathology by Jann
11. Pathology by Gail & Cleora
12. Medical Laboratory Technology by Baker
13. A Handbook of Micro-Techniques by P. Gray
14. Medical Chemistry by Careth

### **DIPLOMA IN FOOD TECHNOLOGY**

1. Food & Technology – unit 3&4 from cook books
2. The Science of Food – by P.M Gamman.
3. Physical Chemistry of Food Processing by I. Baianu

#### **Students MUST come with the following equipment:**

1. One white overcoat (Lab coat)



## **COURSE REQUIREMENTS**

### **CRAFT CERTIFICATE IN SCIENCE LABORATORY TECHNOLOGY**

1. A Dissecting Kit
2. A Scientific Calculator
3. General Chemistry Laboratory Manual by Richard Eblail
4. Medical Laboratory Technology by Baker
5. A Handbook of Micro techniques by P. Gray
6. Physics by Cutnell & Johnson
7. Analytical Chemistry by Cary D. Christian





## **COURSE REQUIREMENTS**

### **HAIRDRESSING AND BEAUTY THERAPY LEVEL 1 STUDENTS' REQUIREMENTS.**

#### **HAIRDRESSING**

1. One dark towel (salon size)
2. One afro comb and tail comb
3. Set of combs
4. Carbonated tail and blow-dry combs
5. Set of pins small & big (1 packet each)
6. Firm hold gel
7. Darling Hair piece (10short, 10long)
8. Bridal pins (6 pieces)
9. Draper
10. Two shower caps
11. Three in one comb
12. Styling comb

#### **BEAUTY THERAPY**

1. Manicure set
2. Toe separator
3. Buffer/nail file (3 each)
4. Foot scrapper
5. Pumice stone
6. Slippers (1 pair)
7. One apron white
8. Three white towels (Salon size)
9. Pedicure brush
10. Hand wash.
11. Legano Scrub
12. Massage oil
13. Body lotion
14. Edge cutter
15. Nal glue Bib



## **COURSE REQUIREMENTS**

### **FASHION DESIGN/GARMENT MAKING {THEORY AND PRACTICAL CLASSES}**

- Scissor- fabric scissors and paper scissors
- French curves
- Needle clamp
- Bobbin and bobbin case
- Drawing book
- Pencil 2HB and eraser
- Ruler, tape measure
- Calico fabric at least 5 metres
- Tread matching with the fabric
- Prit glue
- Tracing wheel
- Notebook
- File
- Needles
- Fabric pins
- Brown paper
- Seam ripper
- ¼ scale
- Dust coat-white
- Tailor's chalk

### **TEXTBOOKS**

- Metric cutting for ladies, gents and children wear
- 1 ream of plain papers