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**** *Gateway to international careers in hospitality and tourism*

KENYA UTALII COLLEGE

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We invite applications from qualified candidates for the following Full Time self-sponsored and part-time short courses to be conducted at our campus along Thika Super Highway, Nairobi. The course targets individuals interested in a career in the hospitality and tourism industry. In addition, the courses target personnel working in various service sectors who wish to enhance their professional knowledge and skills to keep abreast with the industry trends and expectations.

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| **APRIL AND MAY, 2024 INTAKE - FULL TIME AND PART-TIME COURSES** | | | | | | |
| **COURSE DESCRIPTION** | **COURSE REQUIREMENTS** | | | | | |
| Front Office Operations  1 Years-Certificate  **(Kshs. 128,901**)  **(USD.8,000)** | **KCSE Aggregate** C- English C-Mathematics/Business Studies D+ or any other equivalent qualification, or:   * KUC graduates of short course, Reception/Front Desk Techniques or Hotel Information Systems courses, may apply provided they passed **w**ith Distinction or Credit: With **KCSE Aggregate D+.** * KUC graduates of Reception/Front Desk Techniques course, with **KCSE Aggregate D,** are required to have done, **two short c**ourses in the related field and passed with Distinction or Credit. * KUC graduates with **KCSE Aggregate D-,** are required to have done, **two short c**ourses and **at least 2 years’** work experience in the related field. | | | | | |
| House Keeping & Laundry  1 Year-Certificate  (**Kshs. 125.900/=)**  **(USD. 8,000**) | **KCSE Aggregate** C-, English C- or any other equivalent qualification, or:   * KUC graduates of short courses: Housekeeping Operational Skills & Laundry and Dry-Cleaning Operational Skills, may apply provided they passed with Distinction or Credit: With **KCSE Aggregate D+.** * KUC graduates of the above listed courses, with **KCSE Aggregate D,** are required to have done, **two short c**ourses in the related field and passed with Distinction or Credit. * KUC graduates with **KCSE Aggregate D-,** are required to have done, **two short courses** and passedwith distinction **or** Creditand at **least 2 years’** work experience in the related field. | | | | | |
| **SHORT COURSES** | | | | | | |
| **Course Description** | **Requirements** | **Duration** | **Time** | **Fees in Ksh.**  **(Kenyans)** | **Fees in USD**  **(Non-Kenyan)** | **Dates** |
| French Level 1 | KCSE/’O’ Level | 3 Months | 4.00pm -6.00pm | 30,000.00 | 670 | 13/5/2024 |
| German Level 1 | KCSE/ ‘O’ Level | 3 Months | 4.00pm- 6-00 pm | 30,000.00 | 670 | 13/5/2024 |
| Front Desk Techniques | KCSE / ‘O’ Level | 3 Months | 4.00pm - 6.00pm | 40,000.00 | 670 | 13/5/2024 |
| Hotel Information Systems (Opera) | KCSE / ‘O’ Level | 2 Months | 4.00pm- 6.00 pm | 35,000.00 | 670 | 13/5/2024 |
| Food & Beverage Control | KCSE/” O” Level | 3 Months | 4.00pm -6.00 pm | 40,000.00 | 670 | 13/5/2024 |
| Cake Making & Decorations | KCSE/ “O” Level | 1 Month | Full Time | 65,000.00 | 1360 | 03/6/2024 |
| Kitchen Operations Techniques | KCSE/’O” Level | 1 Month | Full Time | 65.000.00 | 1360 | 08/7/2024 |

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| **Course Description** | **Requirements** | **Duration** | **Time** | **Fees in KSh.**  **(Kenyan)** | **Fees in USD**  **(Non-Kenyans)** | **Dates** |
| Pastry & Bakery Techniques | KCSE/ ‘O’ Level | 1 Month | Full Time | 65,000.00 | 1360 | 05/8/2024 |
| Food & Beverage Service Supervision Techniques | Preference given to those with working experience or done Banqueting Course | 3 Months | 4.00pm-6.00pm | 40,000.00 | 670 | 13/5/2024 |
| Supervisory Management in Organizations | Preference given to those with working experience | 3 Months | 4.00pm - 6.00pm | 45,000.00 | 890 | 13/5/2024 |
| Barista & Bar Tending Course | KCSE / ‘O’ Level | 3 Months | 4.00 pm-6.00pm | 40,000.00 | 670 | 13/5/2024 |
| Banqueting & Events Techniques Course | KCSE/ ‘O’ Level | 3 Months | 4.00pm-6.00pm | 40,000.00 | 670 | 13/5/2024 |
| Housekeeping Operational Skills | KCSE / ‘O’ Level | 3 Months | 4.00 pm-6.00pm | 46,000.00 | 900 | 13/5/2024 |
| Professional Homecare Management Program | KCSE / ‘O’ Level | 1 Month | 2.00pm-6.00pm | 36,000.00 | 670 | 13/5/2024 |
| Laundry and Dry-Cleaning Operational Skills | KCSE / ‘O’ Level | 3 Months | 4.00 pm-6.00pm | 45,000.00 | 890 | 13/5/2024 |
| Customer Care | KCSE / ‘O’ Level | 2 Months | 4.00pm- 6.00 pm | 35,000.00 | 670 | 13/5/2024 |
| Basic Certification course for Practicing Tour Guides | Practicing guides with at least two years working experience, KCSE certificate or equivalent holders, registered in a tourism industry association or. Must be a Kenyan Resident | 1 Month | Full Time | 58,500.00 |  | 13/5/2024 |

**TO APPLY:** Visit our website: **www.utalii.ac.ke**. Go to application and apply for a program of your choice as per your qualifications. Please attach scanned copies of your KCSE / O’ Level Certificate, School Leaving Certificate and National Identity Card/Birth Certificate.

**NB:** Application from candidates not meeting the specific academic requirements will not be acknowledged.

You should also provide reliable email and telephone contact.

1. Deposit a non-refundable application fee of **Kshs.1,000.00/=** (or **US$50**-for non-Kenyans) and **Kshs.2000/=** for Basic Certification Tour Guide Course as indicated below: -

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| **Pay Bill Number** | **222222** |
| **Account Number** | **KUCC2-Your name** |

**Use the hyphen (-) after the Account Number**

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**NOTE: Every transaction will attract a charge of Kshs. 50.00/- on top of the amount to be paid.**

**For more enquiries contact**

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|  | **:** | **Head of Admissions** |
|  | **:** | **Email: admissions@utalii.ac.ke** |
|  | **:** | **Website:** [**www.utalii.ac.ke**](http://www.utalii.ac.ke)  **Mobile: 0722205891/2, 0733410005** |

**ISO 9001:2015 Certified  **