

# study in KENYA

Course	Certificate in Front Office Operations and Administration
Institution	Kenya Utalii College
Campus	Main Campus, Off Thika Road
Course Length	Unspecified
Mode of Study	Full Time
Tuition Fees	Tuition Fees information NOT Available
Entry Requirement	Aggregate: C- (Minus) in KCSE In addition, the indicated; minimum grades in the following subjects; English C- and Mathematics D+ or any other equivalent qualification or KUC graduates of short course: Reception Techniques may apply provided they passed with Distinction or Credit
Application Procedure	Submit a written application indicating your county and province of birth, and ensure that you attach copies of your academic and school leaving testimonials and National Identity Card ( or Birth Certificate.) You should also provide a reliable postal address, email and/or telephone contact. Deposit a non-refundable application fee of KShs. 1,000/- (or US \$50- for non-Kenyans) in any branch of the Co-operative Bank. The Account details are indicated below: Bank : Cooperative Bank of Kenya Branch : Stima Plaza Account Name : Kenya Utalii College Fees Account Account No. : 01129070937100 Write your name on the backside of the bank slip and attach the original slip to your application letter.
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