5. CERTIFICATE COURSES (6 MONTHS)

- Certificate in Public Relation
- Certificate in Personnel Management & Industrial Relation
- Certificate in Guidance & Counseling
- Certificate in Purchasing and Supplies.
- Certificate in Project Planning and Management

Admission requirements

(i) KCSE C- Minus
(ii) KCSE/FACE Division III.

II. Tuition Fee for each certificate course is Ksh. 24,000.00

For further information concerning courses in the Department, please contact the following:

1. NAIROBI EXTRA MURAL CENTRE
   MAIN CAMPUS, GANDHI WING
   PO. BOX 30197 NAIROBI,
   TEL. 334244 EXT. 120, NAIROBI, 0733521300,

2. MOMBASA CAMPUS
   JUBILEE INSURANCE BUILDING - MOI AVENUE
   P.O. BOX 83732, MOMBASA
   TEL. 0722794106, 072021223

3. NAKURU EXTRA MURAL CENTRE
   CATHOLIC DIOCESE OF NAKURU BUILDING
   MOI ROAD
   P.O. BOX 1120, NAKURU
   TEL: 0722 356897, 0721988047

4. KAKAMEGA EXTRA MURAL CENTRE
   WALIA'S SHOPPING COMPLEX
   P.O. BOX 422, KAKAMEGA
   TEL. 0733770304, 0722907991

5. KISUMU CAMPUS
   FORMER BRITISH COUNCIL LIBRARY
   OGINGA Odinga ROAD
   PO BOX 825, KISUMU
   TEL: 072127663, 0722611733

6. NYERI EXTRA MURAL CENTRE
   NCDU BUILDING
   P.O. BOX 598, NYERI
   TEL. 30460, 0721988047, 0722630202

7. KAPENGURIA EXTRA MURAL CENTRE
   KAPENGURIA BIBLE CENTRE
   PO BOX 480
   KAPENGURIA,
   TEL. 0723 345626, 0732595261

Nakuru Extra Mural staff participating in a marketing exhibition organized by Kibatek Stakeholder's Forum in Eldama Ravine in Feb. 2012

8. MERU EXTRA MURAL CENTRE
   P.O BOX 3054-00200
   POST OFFICE BUILDING
   MERU
   TEL: 0722 836948, 0720327252

9. GARISSA EXTRA MURAL CENTRE
   GARISSA COMMERCIAL COLLEGE
   P.O BOX 700-1207, GARISSA
   TEL: 0722 821341, 0720722386

10. KISII EXTRA MURAL CENTRE
    POST OFFICE BUILDING
    P.O BOX 2461, KISII
    TEL: 0722354343, 0732687483

11. THIKA EXTRA MURAL CENTRE
    ARCADE CENTRE
    TEL NO. 072777547

12. LOKICHOGIO SUB-CENTRE
    FORMER UN CAMP
    P.O. BOX 70-30503
    LOKICHOGIO, KENYA
    TEL. 0722 645146

For further enquiries contact: Dean School of Continuing & Distance Education Tel: 0720209996, Mobile: 0725-747247 Email: dean-studies@uonbi, chairman any of the Extra Mural Centres listed above.
INTRODUCTION

WELCOME TO THE DEPARTMENT OF EXTRA-MURAL STUDIES

The department offers various courses at its centres countrywide. To maintain a leadership role in pursuit of knowledge through quality and relevant teaching, research consultancy and community service.

The Department offers the following courses:

1. Ph.D IN PROJECT PLANNING AND MANAGEMENT.

Entry Requirements:
1. A holder of Masters of Arts Degree in Project Planning and Management from the University of Nairobi.
2. A Holder of Masters Degree from the University or any other institution recognized by Senate.
3. A holder of a Masters in Business Administration from any recognized Institution by the University of Nairobi Senate in areas of specialization relevant to the discipline in the programme.

FEES CHARGES

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<th>Activity</th>
<th>Fee (Kshs.)</th>
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<tr>
<td>Tuition</td>
<td>12,000 (per unit)</td>
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<tr>
<td>Examination</td>
<td>1000 (per unit)</td>
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<td>Total No. of Units:</td>
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<td>Project Fee</td>
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<td>Registration Fees:</td>
<td>1st Year 21,500/-</td>
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<td>Registration Fees:</td>
<td>2nd Year 16,500/-</td>
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<td>TOTAL FEE</td>
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3. POSTGRADUATE COURSES (1 YEAR)

1. Post graduate Diploma in Human Resource Management (1 Year)
2. Post graduate Diploma in Project Planning and Management (1 Year)

FEES CHARGES

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<tr>
<td>Tuition</td>
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<tr>
<td>Examinations Fee</td>
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4. BACHELOR OF PROJECT PLANNING AND MANAGEMENT (4 YEARS)

Admission requirements:

a) KCSE grade C+ and a minimum of C in both mathematics and English Language
b) KCSE C- plus a certificate and a diploma from institutions recognized by university of Nairobi senate.
c) KCSE grade C or C Level Div.III and a diploma from institutions recognized by university of Nairobi senate.
d) KACE/EAACE Certificate with 2 principal passes and credit (6) pass in mathematics at KCE/EAACE
e) KCE/EAACE DIV III (Ordinary/GCE) or equivalent plus a Diploma from institutions recognized by the senate.
f) KACE/EAACE Certificate with 2 principal passes plus a diploma from institutions recognized by senate.
g) International Baccalaureate Diploma
h) Holder of CPS/CPS Part II or equivalent qualification
i) A degree from the Universities recognized by the senate.

5. DIPLOMA COURSES (1 YEAR)

- Diploma in Sales and Marketing (DSM)
- Diploma in Purchasing and Supplies Management (DPSM)
- Diploma in Business Management (DBM) - Fees 90,000/-
- Diploma in Guidance and Counseling (DGC)
- Diploma in Public Relation (DPR)
- Diploma in Human Resource Management (DHRM)

TOTAL FEE: 74,000/- except Diploma in Business Management (DBM)

Admission Requirements:

(i) KCSE - mean grade C (Plain) with C- (minus) in Maths or Commerce on Accounts or Economics/Business Studies and a C- in English or Kiswahili (for DSM, DBM, DPR and DHRM)
(ii) KACE WITH 2 Subsidiary Passes.
(iii) KCSE mean grade C- or KCE/EAACE Div.III with a professional certificate from a recognized institution.
(iv) A Degree from the University of Nairobi or any other university recognized by Senate.
(v) KCSE - mean grade C- with a Professional Certificate from a Recognized Institution.

OTHER CHARGES

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<td>Foreign student pay 20% on top of local Student's fees</td>
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<td>Registration fee per semester</td>
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<td>Student ID course</td>
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<td>Computer laboratory</td>
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<td>Caution money (once)</td>
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<td>Medical cover per semester</td>
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<td>SONU</td>
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