



CARLILE COLLEGE

School of Business & Technical Studies

Education for transformation

FEES PAYMENT

All school fees are to be paid through the BANK & deposit slip brought to the office
BANK: **KCB ACCOUNT NO: 1121976352**
BRANCH: INDUSTRIAL AREA
ACCOUNT NAME: Carlile College
or Lipa na Mpesa - Paybill - Business No. 522123
Account No. 10022k

For more information, & Application procedures:

Tel: 0711-486888/ 0733-228144
Email: businessschool@carlilecollege.ac.ke/
marketingofficer@carlilecollege.ac.ke
Website: www.carlilecollege.ac.ke
Facebook: Carlile College (Church Army Africa)
P.O.BOX 72584- 00200, City Square,
Nairobi- Kenya
From City Centre, use any vehicle plying Jogoo Rd. (58, 33, 34, 19/60) and alight at the Church Army Africa stage



Code	Type	Course	Examiner	Duration	Min. Entry
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DEPARTMENT OF SOCIAL STUDIES - HEALTH & DEVELOPMENT STUDIES

01	Certificate	Social Development & Welfare	KNEC	12 months	D plain
02	Diploma	Community Development / S/W	KNEC	18 months	C-
03	Certificate	Nutrition & Dietetics Mod. I & II	KNEC	1yr	D plain
04	Diploma	Nutrition & Dietetics Mod I – III	KNEC	18 months	C-
05	Diploma	Disaster Management Mod. I – III	KNEC	18 months	C-
06	Certificate	Disaster Management Mod. I & II	KNEC	1yr	D
07	Diploma	Counseling Psychology Mod. I – II	KNEC	18 months	C-
08	Certificate	Child Care & Protection Mod. I & II	KNEC	1yr	D
09	Diploma	Child Care & Protection Mod. I & II	KNEC	18 months	C-
10	Certificate	Proposal writing / Guidance / Counseling	CCEB	3 weeks	Open

DEPARTMENT OF TECHNICAL STUDIES

01	Craft	Electrical, Electronics Engineering	KNEC	12 months	D plain
02	Diploma	Electrical, Electronics Engineering	KNEC	24 months	C-
03	Artisan	Electrical, Electronics Engineering	KNEC	12 months	D -/E
04	Trade Test	Electrical Wireman III, II, I	NITA	6 months	Open
05	Trade Test	Electrical Filter	NITA	6 months	Open
06	Trade Test	Plumbing & Pipe Fitting	NITA	6 months	Open
07	Trade Test	Hair-dressing	NITA	6 months	Open

DEPARTMENT OF EDUCATION

01	Diploma Regular In-service	Diploma In Early Childhood Teacher Education (DECTE)	KNEC	3yrs	C plain
02	Diploma Upgrade In-service	Diploma In Early Childhood Teacher Education (DECTE)	KNEC	2 yrs	ECDE Cert/ Grade - Pass
03	Diploma Regular	Early Childhood Teacher Education	KNEC	3yrs	C plain
04	Diploma Upgrade	Early Childhood Teacher Education	KNEC	1yr	ECDE Cert/ Grade - Pass

DEPARTMENT OF HOSPITALITY STUDIES

01	Artisan	Food & Beverage Mgt.	KNEC	12 months	D -/E
02	Diploma	Food & Beverage mgt. Mod I - III	KNEC	24 months	C-
03	Craft	Food & Beverage mgt. Mod I - II	KNEC	18 months	D
04	Certificate	Catering & Accommodation	KNEC	18 months	D
05	Diploma	Catering & Accommodation	KNEC	24 months	C-

Code	Type	Course	Examiner	Duration	Min. Entry
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DEPARTMENT OF BUSINESS AND MANAGEMENT STUDIES

01	Certificate	Accounting & Mgt. Skills (CAMS)	KASNEB	3 months	D plain
02	Diploma	Accounting Technicians Diploma 1-3	KASNEB	3 months	C-
03	Foundation	CPA / CS / CCP / CIFA	KASNEB	3 months	C+
04	Intermediate	CPA / CS / CCP / CIFA	KASNEB	3 months	C+
05	Advanced	CPA / CS / CCP / CIFA	KASNEB	3 months	C+
06	Certificate	Secretarial Studies	KNEC	18 months	D
07	Diploma	Secretarial Studies	KNEC	24 months	C-
08	Diploma	Human Resource Mgt. Mod. I – III	KNEC	18 months	C-
09	Certificate	Human Resource Mgt. Mod. I - III	KNEC	1yr	D
10	Certificate	Business Management Mod. I - II	KNEC	1yr	D plain
11	Diploma	Business Management Mod. I - III	KNEC	18 months	C-
12	Diploma	Sales & Marketing Management I - III	KNEC	18 months	C-
13	Certificate	Sales & Marketing Management I - II	KNEC	1yr	D
14	Certificate	Supply Chain Management I - II	KNEC	1yr	D
15	Diploma	Supply Chain Management I - III	KNEC	18 months	C-
16	Diploma	Project Management	KNEC	18 months	D+
17	Artisan	Store-keeping/ Clerical Duties/ Salesmanship	KNEC	6 months	Open
18	Diploma	Accountancy	KNEC	12 months	C-

DEPARTMENT OF INFORMATION COMMUNICATION TECHNOLOGY (ICT) STUDIES

01	Diploma	ICT Mod I-III	KNEC	18 months	C-
02	Certificate	ICT Mod I-II	KNEC	12 months	D
03	Certificate	Packages 10 Packages – Ms. Word/ Excel/ Publisher/ etc.	IQ	2 months	Open
04	Certificate	Intl. Computer Driving License	ICDL	4 months	Open
05	Certificate	Auto-Cad	IQ	2 weeks	Open
06	Certificate	Accounting Application Quick-books	IQ	2 weeks	Open

K.C.S.E Adult Education Program

We offer a maximum of 2 years – Program for K.C.S.E KNEC Examination for those who did not have a chance to complete secondary education or those who want to improve on their mean grades with normal learning activities by fully trained staff.