

# The Kiambu National Polytechnic

P.O Box 414-00900 Kiambu

Tel 020 3522550, 0727807713, 0734207663

Email principal@kiambupoly.ac.ke



## GENERAL REQUIREMENTS

a) **Original** of your ID, Result slip/certificates and Birth Certificate for verification.

Please note that presentation of **FORGED** documents is a criminal offence and the institute shall not be held responsible for the consequences therein. You are further required to ensure that you are fit and qualified for this course.

b) One (1) Copy of 40mm by 50mm Digital passport photograph

c) Admission letter (**Kindly make a copy to be retained on admission**).

## BOARDING (OPTIONAL) PER TERM - Kshs. 6,200.00

- Boarding is subject to availability of rooms and full payment of tuition fees and other levies. Students are strictly not allowed to cook or use heating appliances in the hostels.

## CATERING

- A variety of meals shall be served in KINAP pay- as-you-eat (PAYE) cafeteria. Students will be able to make a choice from the available meals. All students, both borders and commuters, are encouraged to take their meals in our Cafeteria INC.
- A copy of KINAP menu is available at the Institutes notice boards. The parents /Guardians should provide the student with at least Kshs. 200.00 per day. This is an estimate for breakfast, lunch and supper.

## MODE OF PAYMENT

All fees must be paid in full on the reporting date. Payments should be made through:

a) Banker's cheque, Postal order or direct deposit to Kiambu Institute of Science and Technology **A/C No. 01100063992300** at Co-operative bank Kiambu Branch.



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- b) Co-operative bank Pay Bill. Go to “*Lipa na Mpesa*”, Select “*Pay Bill*”, Enter Business number “**4108221**”, Enter Account Number (Admission number/student name e.g., **DEP/0900/22, Mustapha Ali**), Enter Amount, Enter MPESA PIN, Confirm transaction.
- c) KCB Bank Account No. **1217852204**; Account Name: Kiambu Institute of Science and Technology

## CONFIRMATION

- The student should confirm acceptance of the offer by paying 100% of the tuition fees and levies to the Accounts office on or before the admission date.

## HOSTEL REQUIREMENTS

The following personal effects will be required during admission

- ❖ 2 blankets
- ❖ 1 pillow
- ❖ 2 pillow cases
- ❖ 2 pairs of bed sheets
- ❖ Tooth paste
- ❖ Tooth brush
- ❖ Toilet paper
- ❖ Toilet soap
- ❖ Sports shoes
- ❖ Plastic bucket
- ❖ 1 bath towel



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**APPLIED SCIENCES DEPARTMENT**  
**COURSE REQUIREMENTS FOR ANALYTICAL CHEMISTRY**  
**COURSE REQUIREMENTS FOR INDUSTRIAL CHEMISTRY**  
**TECHNOLOGY LEVEL 6**

1. White Lab Coat (compulsory)
  2. Technical Drawing Equipment
    - i. 1 × 45/45 set square (mini size 150mm)
    - ii. 1 × 60/30 set square (mini size 150mm)
    - iii. 1 × Protractor 360 (150mm)
    - iv. A Pair of Compass (150mm)
    - v. 1 × 30 cm scale Rule
    - vi. 1 × T-square (A2 Size)
    - vii. 2 × HB Pencils
    - viii. 2 × 2H Pencil
    - ix. 1 × White Eraser
  3. A pair of closed shoes (during practical lessons)
  4. Physical Chemistry by Sharma and Sharma
  5. Box file for POE
  6. ORGANIC Chemistry by Morrison and Boyd
  7. Analytical Chemistry by Skoog
  8. Inorganic Chemistry Cotton & Wilkinston
  9. Vogel's Textbook of Qualitative Inorganic Analysis J. Bassett et-al
  10. Principles of BIO-Chemistry Publisher: Wiki Books 2011
- (b) Books (4), (5) and (7) are mandatory**



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## **COURSE REQUIREMENTS FOR SUSTAINABLE AGRICULTURE FOR RURAL DEVELOPMENT LEVEL 5/ AGRICULTURAL EXTENSION LEVEL 6**

A dust coat (field/farm coat) (Compulsory) – Green in color

Jembe Compulsory)

Panga/Slasher Compulsory)

### 1. Technical Drawing Equipment

- (i) 1 × 45/45 set square (mini size 150mm)
- (ii) 1 × 60/30 set square (mini size 150mm)
- (iii) 1 × Protractor 360 (150mm)
- (iv) A Pair of Compass (150mm)
- (v) 1 × 30 cm scale Rule
- (vi) 1 × T-square (A2 Size)
- (vii) 2 × HB Pencils
- (viii) 2 × 2H Pencil
- (ix) 1 × White Eraser

2. A pair of gumboots (black in colour) (Compulsory)

3. A pair of gloves (compulsory)

4. Certificate Agriculture – Form 1- 4 (Any one title)

5. Box File for POE

6. Farm equipment, machinery, structures and buildings by L. Anyanzo

7. Comprehensive Agriculture – F1 – F4 by P. Nkurunziza (Any one title)

8. Basic concepts of micro economics with special reference to Kenya by C. Akello –

8. Fundamentals of Agronomy by Gopal Chandra De

9. Simplified Economics by Salemi A.

10. Modern Economics by Mudida

11. Success in Agriculture (Volume 1,2,3,4,5,6,7) by James Mwangi Ndiritu

12. Applied Mathematics for Craft Engineering by Prof. S. M. Uppal, Simon Gacharu, et, al.



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## **COURSE REQUIREMENTS FOR ENVIRONMENTAL SCIENCE LEVEL 6**

- i) Practical Methods in Ecology & Environmental Science (R.K.Trivedy. et.al)
- ii) Environmental Chemistry (A.K. De)
- iii) Environmental Biology by Allan M. Jones (2001)
- iv) Environmental Economics & Natural Resource Economics (the Pearson Series in Economics). Thomas H. Tietenberg
- v) Human Ecology (2001) Gerald G. Marten
- vi) Understanding Human Ecology: A Systems Approach to Sustainability (2014) Robert Dyball & Barry Newell
- vii) White Laboratory Coat (compulsory)
- viii) Box file

## **COURSE REQUIREMENTS FOR APPLIED STATISTICS LEVEL 6**

1. Higher Engineering Mathematics by John Bird (6th Edition)
2. Statistics by S.P. Gupta.
3. Modern Economics by Mundida
4. White Laboratory Coat (compulsory)
5. Box file for POE

## **COURSE REQUIREMENTS FOR APPLIED BIOLOGY LEVEL 6**

1. White Lab Coat (compulsory)
2. Technical Drawing Equipment
3. 1× 45-45 set square (mini size 150mm)
4. 1× 60/30 set square (mini size 150mm)
5. 1 × Protractor 360 (150mm)
6. 1× Pair of Compass (150mm)
7. 1× 30 cm scale Rule
8. 1× T-square (A2 Size)
9. 2 ×HB Pencils
10. 2 ×2H Pencil No White Eraser



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11. Closed shoes (during practical lessons)
12. Medical Parasitology 2nd Edition by Dr. Alora & B. Alora
13. A text book for Medical Microbiology by Guptt Ross & Wilson
14. Biological Sciences by Taylor, stout and Green.
15. Box file

## **COURSE REQUIREMENTS FOR DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY**

### **Subject Cluster Combination**

#### **Minimum Requirement for a Diploma**

1. C in Maths / Physics / Biology
2. C plain in Chemistry or Physical Science or a Pass in Medical Lab Tech
3. White Lab Coat (compulsory)
4. Dissecting Kit
5. Text book: Medical laboratory by Baker
6. Text book: Clinical pathology by Sitati
7. Box file for POE

## **COURSE REQUIREMENTS FOR SCIENCE LABORATORY TECHNOLOGY**

### **LEVEL 5**

- 1) White lab coat (compulsory)
- 2) Biological Sciences by Taylor Stout and Green
- 3) Protective eye goggles
- 4) T-Square
- 5) Scientific calculator (Casio fx-82MS)
- 6) Mathematical set.
- 7) Drawing Set
- 8) Drawing pencils
- 9) Writing materials (8 A4 Exercise books 200 pages)
- 10) Dissecting kit
- 11) Box file for POE



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## **COURSE REQUIREMENTS FOR FOOD SCIENCE AND PROCESSING TECHNOLOGY LEVEL 5 AND LEVEL 6**

1. White lab coat
2. White gumboots
3. White Hair cover/ head gear
4. Box file for POE



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**BAKING TECHNOLOGY DEPARTMENT**  
**REQUIREMENTS FOR BAKING TECHNOLOGY LEVEL 6 (DIPLOMA),**  
**BAKING TECHNOLOGY LEVEL 5 (CERTIFICATE) AND BAKING**  
**TECHNOLOGY LEVEL 4 (ARTISAN)**

**1. Public Health Food Handlers Certificate-Compulsory**

**2. Uniform**

- i. Two black skirts/trousers (**NOT TIGHT/NOT JEANS**)
- ii. Two white aprons
- iii. Two white T-shirts
- iv. Two white baker's caps
- v. Two white chef's jackets
- vi. One pair of low closed black shoes

**3. Six plastic bowls**

- 35cm diameter
- 30cm diameter
- two 20cm diameter
- two 15cm diameter

**4. Two tea towels**

**5. Two dish clothes**

- a. One clear plastic ruler (30cm)
- b. One clear plastic/glass ruler (one meter)



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7. One weighing scale (digital inches)



8. Two painter's brushes (4 inches and 2 inches)



9. One calibrated measuring jug (one litre plastic scraper



10. Metal scraper 11. One



12. One palette knife



13. One bread knife (serrated knife)



14. Two knives (one small and one big)



15. One pastry cutter



16. One pair of oven glove

17. One STRONG whisk



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18. One piping bag (16 inches) and five nozzles

- Two-star nozzles -Writing nozzle

(Big mwiko)

- Leaf nozzle - Rose (medium and small)



19. One Wooden spatula



20. Rolling stick  
scissors

21. One soft Hand broom

22. One pair of



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23. One LARGE plastic Sieve  
**round**, and one set



24 2 sets of cookie cutters (one set  
any other shape).



25. Four (4) round metallic cutters with **2 of 6 cm** and **2 of 8cm diameter**.



## **28. PUBLIC HEALTH FOOD HANDLER'S CERTIFICATE (COMPULSORY) TEXT BOOKS**

1. The technology of food preservation- Desrosier Norman W.
2. Modern Food microbiology – Jay James
3. Food Science- Potter N. Norman
4. Nutrition Science – B. Srilakshmi
5. Nutrition through the life cycle-Brown Wadsworth Cengage leaning
6. Dietary reference intakes for Thiamin, Riboflavin, Niacin,-National Academics press



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## **REQUIREMENTS FOR LEVEL 6/LEVEL 5 IN NUTRITION AND DIETETICS.**

### **Subject Cluster Combination**

1. Grade D+ (plus) for Diploma, D (Plain) for Certificate in the following **mandatory** subjects-

- i. Chemistry or Physical Sciences
- ii. Biology /Biological Sciences
- iii. English/Kiswahili

and

2. Grade D (plain) in **any** of the following subjects-

- i. Physics
- ii. Mathematics
- iii. Home science
- iv. Agriculture or
- v. General Science

**NB: For those taking Nutrition and Dietetics course, upgrading of subjects can be done with KNDI at a fee of Ksh 10,000 per subject.**

### **3. Uniform**

- i. Two black skirts/trousers (**NOT TIGHT/NOTJEANS**) Two white aprons
- ii. Two white baker's caps
- iii. Two white chef's jackets
- iv. One pair of low closed black shoes

***NB: ALL SKIRTS MUST BE BELOW THE KNEE LENGTH***

***ALL TROUSERS MUST BE LOOSE FITTING***

4. One digital weighing scale (5kg capacity)
5. One clear plastic/glass ruler (one meter)
6. One clear plastic ruler (30cm)
7. Four plastic bowls
  - i. Two 30 cm diameter
  - ii. 20cm diameter
  - iii. 15cm diameter
8. One calibrated measuring jug (one-liter capacity)



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9. Food masher
10. 1 set of knives
  - Butchers knife
  - Filleting
  - Turning
  - Bread
  - Fruit
11. Towels
  - Two dish clothes
  - One hand towel
12. One white damask table cloth (2m square)
13. One green slip cloth (1m)
14. 4 white damask table napkins (20 inches square)
15. One large sieve
16. One set measuring cups
17. Wooden stick/mwiko
18. Rolling stick
19. One pair of oven gloves
20. Vegetable peeler
21. A set of cutleries i.e., 6 Table spoons, 6 Knives, 6 Tea spoons and 6 forks.
22. Six table mats.
23. Three serving bowls (Hot pots).
24. Writing materials: ten A4 exercise books, pens, one ream ruled foolscaps

**10. PUBLIC HEALTH FOOD HANDLER'S CERTIFICATE (COMPULSORY)**

**11. INDEXING WITH KENYA NUTRITIONISTS AND DIETECIANS  
INSITUTE (KNDI). Online indexing can be done following the link**

<https://osp.kndi.institute/#/>



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## **LIST OF TEXT BOOKS FOR NUTRITION CLASSES.**

1. Fundamentals of foods, nutrition and diet therapy. - Mudhambi R. Sumati
2. Nutrition science – B. Srilakshmi
3. Foods & nutrition – Anita Tull
4. The technology of food preservation- Desrosier Norman W.
5. Modern Food microbiology – Jay James
6. Food Science- Potter N. Norman
7. Nutrition Science – B. Srilakshmi
8. Nutrition through the life cycle-Brown.Wadsworth Cengage learning
9. Dietary reference intakes for Thiamin, Riboflavin, Niacin,-National Academics



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## BUILDING AND CIVIL ENGINEERING DEPARTMENT

(A) REQUIREMENTS FOR BUILDING TECHNOLOGY LEVEL 5, MASONRY LEVEL 3, 4 & 5, PLUMBING LEVEL 3, 4 & 5

### **Stationery**

- i. A4 Ruled papers
- ii. A4 size folders or files
- iii. Pencil (HB: 3 in number, 2H: 2 in number) – Staedtler made in Germany
- iv. Erasers (enough) - Staedtler made in Germany
- v. A4 Exercise books (120 pages, 8 books)
- vi. 1 Ream A4 printing papers 80 GSM
- vii. Black box file (M&G)

### **Drawing Equipment**

- i. 300 mm ruler
- ii. 300mm size folders files
- iii. Set square 45° and 60° (size 280/300 mm)
- iv. Protractor, 180° or 360° (minimum size 150mm)
- v. Compass (Size 150mm) / Drawing set
- vi. T-Square (A2size) Miscellaneous
- vii. Scientific calculator

### PLUMBING LEVELS 3,4&5 COMPULSORY TOOLS (COMPULSORY)



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Hacksaw with blade



Tape measure



Pliers



Pipe wrench



Rubber mallet



Tin snip



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Overall for Plumbing levels 3,4 & 5 – Grey

TOOLS FOR MASONRY LEVEL 3,4&5 (COMPULSORY)



1.MASON HAMMER



2.MASON SQUARE



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3.TAPE MEASURE - 5m and above



4.FLAT COLD CHISEL



5.HELMET



6.PLUMB BOB SIZE NO 6



7.MANILLA STRING



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8. SPIRIT LEVEL 85 CM LONG ( STANLEY/ INGCO



Overall for Masonry level 3,4&5 – Jungle green

SAFETY BOOTS – ALL TRADES

CARPENTRY TOOLS FOR CARPENTRY LEVEL 4&5 (COMPULSORY)



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Chisel ½ inch



Marking gauge



Tenon saw



Tape measure – 5m and above



Claw hammer



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Try Square



Overall for Carpentry levels 4&5 – Maroon

SAFETY BOOTS – ALL LEVELS

TOOLS FOR BUILDING TECHNOLOGY LEVEL 5 (COMPULSORY)



TAPE MEASURE – 5m and above



Claw hummer



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MASON HAMMER



PLUMB BOB SIZE NO 6



HELMET



Overall for Building Technician level 5 – Beige



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**RECOMMENDED TEXTBOOKS FOR BUILDING TECHNOLOGY LEVEL 5**

- i. Technician Mathematics Level 1 & 2 Author Bird & May
- ii. SMP – Advanced Mathematics Table
- iii. Building Technology Ivor H. Seeley
- iv. Brickwork Vol. 1 & 11 by W.G Nash

**RECOMMENDED TEXTBOOKS FOR PLUMBING LEVEL 4&5**

- i. Technician Mathematics Level 1 & 2 Author Bird & May
- ii. SMP – Advanced Mathematics Table
- iii. Building services & Equipment Vol. 1 by F. Hall.
- iv. Plumbing Mechanical Services Book 1 G.L Blower.

**RECOMMENDED TEXTBOOKS FOR CARPENTRY LEVEL 5**

- i. Technician Mathematics Level 1 & 2 Author Bird & May
- ii. SMP – Advanced Mathematics Table
- iii. Carpentry and Joinery 1 by Brian Porter 3<sup>rd</sup> Edition (Books 1,2,3)

**COURSE REQUIREMENTS FOR IN ARCHITECTURAL TECHNOLOGY LEVEL 6 ,  
INTERIOR DESIGN LEVEL 6, ARCHITECTURAL DRAUGHTSMAN LEVEL 5**

**Mean Grade: C- (Minus) for level 6 and D (plain) for level 5**

**EQUIPMENT AND STATIONERY (COMPULSORY) STATIONERY**

- i. A4 Ruled foolscaps
- ii. A4 Graph papers
- iii. A4 Size folders or files
- iv. Chain surveying field book
- v. Leveling sheets
- vi. Staedtler pencils (6B, 4B, 2B, HB, SH, 4H)
- vii. A4 Exercise books (120 pages, 15 books)
- viii. 1 Ream A4 printing papers 80 GSM
- ix. Red box file (M&G)



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## DRAWING EQUIPMENTS

- i. 300 mm Ruler
- ii. Protractor, 180° or 360° (minimum size 150mm)
- iii. Set square 45° and 60° (minimum size 150mm)
- iv. Adjustable Compasses (150mm)
- v. Wooden T-square (A2 Size)
- vi. Cutter knife 1 No.
- vii. Steel edge 1 No.
- viii. F x 570 or 991 Scientific calculator

## **COURSE REQUIREMENTS FOR BUILDING TECHNOLOGY LEVEL 6/ CIVIL ENGINEERING LEVEL 6/ QUANTITY SURVEYING LEVEL 6/ CONSTRUCTION MANAGEMENT LEVEL 6/ WATER TECHNOLOGY ENGINEERING LEVEL 6**

**Mean Grade: C- (Minus)**

### **STATIONERY**

- i. A4 Rules papers
- ii. A4 Graph papers
- iii. A4 Size folders or files
- iv. A4 Exercise books (120 pages, 15 books)
- v. 1 Ream A4 printing papers 80 GSM
- vi. Blue box file (M&G)

### **DRAWING EQUIPMENTS**

- i. 30cm rule
- ii. Set Square 45° and 60° (minimum size 150 mm)
- iii. Adjustable Compasses (150 mm)
- iv. Wooden T. Square (A2 size)
- v. FX570 or 991 Scientific Calculator



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Overall for Civil Engineering Level 6, Water Technology Engineering  
Level 6 – Navy blue

SAFETY BOOTS – ALL LEVELS



Overall for Building Level 6 – Brown



Overall for Architectural Technology Level 6, Architectural draughtsman level 5, Construction Management Level 6 & Quantity surveying level 6, Interior Design level 6 – Light Blue

SAFETY BOOTS – ALL LEVELS



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**BOOKS RECOMMENDED FOR: BUILDING TECHNOLOGY LEVEL 6, CIVIL ENGINEERING LEVEL 6, CONSTRUCTION MANAGEMENT LEVEL 6 AND QUANTITY SURVEYING LEVEL 6**

**Mean Grade: C- (Minus)**

**A. MATHEMATICS**

- i. Engineering Mathematics by Stroud
- ii. Technician Mathematics Level 4 & 5 by Bird, J.O
- iii. S.M.P. Mathematics Table

**B. STRUCTURES**

- i. Materials and structures by Whitlaw
- ii. Strength of materials by R. Khurmi C.

**C. SURVEYING**

- i. Surveying by banister
- ii. Surveying for construction by Irvine W.H D.

**C. CONCRETE TECHNOLOGY Any one of these two**

- i. Concrete technology by M.L Gambir
- ii. Properties of concrete by Neville A.M F.

**D. BUILDING CONSTRUCTION**

- i. Building technology by I.H. SEELEY
- ii. Construction technology handbook R. Chudley & Greeno Any one of these two

*N.B Low priced editions (E.L.B.S) etc. are available on most book titles.*

**BCE HELMETS FOR ALL STUDENTS- (COMPULSORY)**



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Safety Helmet yellow in color

SAFETY BOOTS – ALL LEVELS



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## **BUSINESS, ENTREPRENEURSHIP AND SOCIAL STUDIES DEPARTMENT**

### **REQUIREMENTS FOR NEW STUDENTS: - ALL LEVEL 5 & LEVEL 6**

#### **COURSES**

- HB pencils, Biro pens and ruler
- Scientific calculator
- 7 A4 single ruled and 1A4 squared 200 pages exercise books
- 1 ream A4 Fools caps

### **REQUIREMENT FOR NEW STUDENTS - COUNSELING PSYCHOLOGY**

#### **LEVEL 6**

The students must be prepared to do 10 personal therapy sessions



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## ELECTRICAL AND ELECTRONICS ENGINEERING DEPARTMENT

### **COURSE REQUIREMENTS FOR:**

**ELECTRICAL ENGINEERING (POWER OPTION) LEVEL 6**

**ELECTRICAL ENGINEERING TELECOMMUNICATION LEVEL 6**

**INSTRUMENTATION AND CONTROL LEVEL 6**

**ELECTRICAL INSTALLATION LEVEL 5**

**INSTRUMENTATION AND CONTROL LEVEL 5**

**ELECTRICAL INSTALLATION LEVEL 4**

**ELECTRICAL INSTALLATION LEVEL 3**

**SOLAR PV INSTALLATION LEVEL 3**

### **A. DRAWING INSTRUMENTS AND STATIONERY**

1. Complete set of drawing instruments
2. 1No. T-square
3. 2 HB pencils (staedler)
4. 2No. 2H pencils (staedler)
5. 1No. Ream of ruled papers(foolscaps)
6. 1No. Eraser
7. Size A4 Exercise books (Enough)
8. 3No. Spring Files
9. 1No. Scientific non-programmable Calculator
10. Set square 45°/45° and 30°/60° (minimum size 150mm)
11. 1No. Masking tape (3/4 inch)
12. 1No. Tri Square



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## **B. TOOLS**

1. 1No. Pliers – Medium size
2. 1No. Long Pliers
3. 1No. Side cutter
4. 1No. Electricians Knife
5. 1No.Hacksaw Frame and Blades
6. 1No. Spirit level
7. 1No. Ball pen hammer (small)
8. 1No Small size hand drill (with 2No. 3mm bits)
9. Phase tester
10. Set of screw drivers (small, medium, large)
11. 1No. overall grey in colour
12. Steel tape measure (3m)
13. Soldering Iron (25w.)
14. Bending spring (20mm)
15. Digital Multimeter – (DT9205A)
16. Safety Boots (Black in colour)
17. Helmet (Blue in colour)

## **C. BOOKS**

1. FOUR Figure Mathematical Table (SMP)
2. Electrical Technology by Hughes
3. Electronics by R.S Sedha
4. Electrical Technology by B.L. Theranja (optional)



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## HOSPITALITY, FASHION AND COSMETOLOGY DEPARTMENT

### **COURSE REQUIREMENTS FOR:**

**Food and Beverage Production (Culinary Arts) Level 5**

**Food and Beverage Production (Culinary Arts) Level 6**

**Food and Beverage Production and Service Level 5**

**Food and Beverage Production and Service Level 6**

**Catering and Accommodation Level 5**

**Catering and Accommodation Level 6**

**Food and Beverage Sales and Service Level 5**

**Food and Beverage Sales and Service Management Level 6**

**Housekeeping and Accommodation Level 5**

**Housekeeping and Accommodation Management Level 6**

**1. Public Health Food Handlers Certificate** – (Not required for Housekeeping students)

**2. Kitchen Uniform** - (Required for Culinary arts students only)

#### **MALE**

- i. Black and white small check pair of trousers
- ii. White chef's cap
- iii. White chef's jacket
- iv. Red chef's Scarf
- v. White apron
- vi. Covered black low leather shoes

#### **FEMALE**

- i. Black and white small check A-Line skirt (length should be below the knee)
- ii. White chef's cap
- iii. White chef's jacket
- iv. Red chef's Scarf
- v. White apron
- vi. Covered black low leather shoes

**3. Service Uniform** - (Required for both Culinary Arts and Food and beverage service students)

#### **MALE.**

- i. White long-sleeved shirt
- ii. Black pair of trousers (loose fitting)
- iii. Black bowtie



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- iv. Covered black low leather shoes
- v. White Dust coat

**FEMALE.**

- i. White long-sleeved shirt
- ii. Black A-Line skirt (length should be below the knee)
- iii. Black bowtie
- iv. Covered black low leather shoes
- v. White Dust coat

**4. Housekeeping Uniform** (Only required for **Housekeeping and Accommodation** students)

- MALE & FEMALE** - Light blue short sleeved top and trouser (see picture below)
- Light blue scarf for ladies.



***PS. ALL SKIRTS AND DRESSES SHOULD BE BELOW KNEE LENGTH ALL TROUSERS, SKIRTS AND SHIRTS SHOULD BE LOOSE FITTING.***

**5. Kitchen Linen**

- i. One white tea towel
- ii. One Dish cloth
- iii. A pair of oven gloves
- iv. One hand towel

**6. Service Linen**

- i. One white tea towel
- ii. One non-fluffy glass cloth
- iii. One dish cloth
- iv. One hand towel
- v. One yellow duster
- vi. Two white Damask dinner cloths 1 1/2 x 1 1/2 m
- vii. Two slip cloths 1m x 1m (see attached samples)
- viii. Eight white damask table napkins 20-inch square
- ix. Four white cotton (poplin) sideboard liners 48 x 12 inches each.

**NB: Culinary Arts Level 6**

**Food and Beverage Sales and Service Management Level 6**

- Checked red and white cotton table linen as per attached sample 1 1/2 m x 1 1/2 m
- White damask tablecloth as per attached sample 1 1/2 m x 1 1/2 m
- Red damask slip cloth as per attached sample 1 m x 1 m



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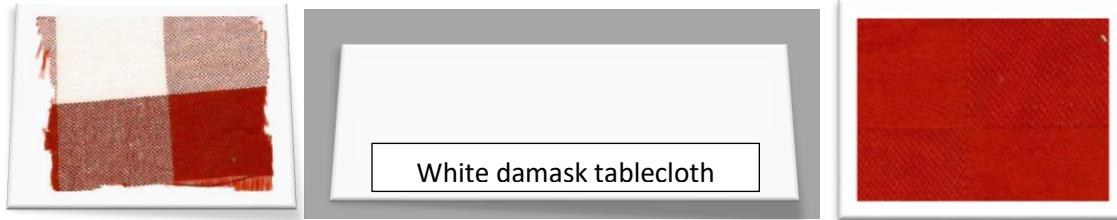


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White damask tablecloth

## Culinary Arts Level 5

### Food and Beverage Sales and Service Level 5

White damask tablecloth as per attached sample 1 1/2 m x 1 1/2 m,

Orange damask slip cloth as per attached sample 1 m x 1 m



White damask tablecloth

## 7. PERSONAL TOOLS

### A. 5 Pieces Knife Set

Five pieces' knife set as attached comprising

- i. Butcher's /cook's knife
- ii. Paring knife
- iii. Fillet/ steak knife
- iv. Bread knife
- v. Fruit knife

B. One multipurpose bottle opener

C. One small white flower vase

D. Measuring jug one litre capacity

E. Potato peeler

F. Weighing scale up to 5kg.

G. Additional useful tools

- i. Piping bag 16 inches
- ii. Big plastic nozzles; star and plain
- iii. Measuring spoons



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- iv. Measuring cups
- v. Fruit scooper
- vi. Metal sieve (large)

## **8. STATIONERY**

- i. Record cards
- ii. Box file for the record cards
- iii. Receipt book
- iv. Billing pads (a small scribbling pad)
- v. Felt pens; assorted colors
- vi. Scientific calculator
- vii. Exercise books
- viii. Pens, pencil, Ruler

## **RECOMMENDED TEXT BOOKS**

### **(CULINARY ARTS STUDENTS)**

1. Practical Cookery by Kinton and Ceserani **OR** by D. Foskett, Paskins, Rippington & Thorpe
2. Theory of catering by Kinton and Ceserani **OR** The Theory of Hospitality and Catering by David Foskett and Patricia Paskins

## **RECOMMENDED TEXT BOOKS**

### **(FOOD AND BEVERAGE SERVICE STUDENTS)**

Food and Beverage Service by John Cousins, Dennis Lillicrap & Suzanne Weekes

## **RECOMMENDED TEXT BOOKS**

### **(HOUSEKEEPING AND ACCOMMODATION)**

Hotel, Hostel and Hospital Housekeeping 5th Edition by Joan Branson

## **ADMISSION REQUIREMENTS FOR FASHION DESIGN**

### **ITEMS TO BE BROUGHT BY LEVEL 5 & 6 FASHION DESIGN TRAINEES**

#### **STATIONERY**



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1. One tape measure
2. 1 Pair of scissors (shears) 9” and 1 pair of small scissors 6”
3. One seam ripper
4. One packet hand sewing needles (Assorted sizes)
5. Five pieces tailors chalk of different colours
6. One packet of dress making pins
7. One tracing wheel
8. 1 Electric Bobbin and bobbin case
9. 1 Manual Bobbin and bobbin case
10. Assorted sewing threads
11. Ruler (1 metre length)
12. Six 200 pages exercise books (A4)
13. Two drawing books (A3)
14. One packet-coloured pencils
15. French Curves (plastic packet)
16. Five blue/black pens
17. Four pencils (HB and 2H)
18. Rubber/eraser (White)
19. Two spring files
20. One ream foolscaps paper
21. One ream duplicating papers
22. One cello tape (½” wide)
23. Pritt Glue stick
24. A clear pocket folder (with 60 pockets)
25. A set of set square (plastic)
26. White dust coat
27. Low heeled black leather shoes.

### **RECOMMENDED TEXTBOOKS**

Metric Pattern cutting for Women’s wear by Winfred Aldrich

Metric Pattern cutting for Men’s wear by Winfred Aldrich

Metric Pattern cutting for Children's Wear and Babywear by Winfred Aldrich



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## **Hairdressing, Beauty Therapy and Cosmetology**

1. 1 White dustcoat
2. 1 apron (Red)
3. 2 Polo T-Shirts (Light grey colour)
4. 2 Black trousers/skirts
5. Black low-heeled shoes
6. Set of plastic combs
7. 1 wooden comb for plaiting
8. 3 wooden combs for blow dry
9. 4 pieces salon size towels
10. 1 piece large towel (white)
11. 1 manicure/pedicure kit
12. 1 manicure file and buffer
13. 1 make up kit
14. Eye pencil (black and brown)
15. Make up brushes and applicator sponge
16. 1 tweezer and extractor
17. 1 pedicure pumice stone and nail brush
18. 4 pieces sectioning clips
19. A pair of slippers
20. 1 box file
21. 4 A4 exercise books
22. Stationary (pens, pencils, ruler)



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# The Kiambu National Polytechnic

P.O Box 414-00900 Kiambu

Tel 020 3522550, 0727807713, 0734207663

Email principal@kiambupoly.ac.ke



## COMPUTING AND INFORMATICS DEPARTMENT

### REQUIREMENT FOR NEW STUDENTS: ALL COURSES

1. **Laptop (compulsory)**
2. **64GB Metallic USB-Type C Flash Disk(compulsory)**
3. **Grey colored Workshop/Lab Coat (compulsory)**
4. Ten A4 Exercise Books
5. HB Pencil, Pens & Ruler
6. FOUR Figure Mathematical Table (SMP)
7. A4 FoolsCaps (1 Ream) papers
8. One ream photocopying papers.
9. Oxford Geometric Set
10. Casio FX 100ms Scientific calculator
11. Two Spring files
12. Grey Workshop/Lab Coat
13. Black safety boots
14. Packet of Nose Masks



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# The Kiambu National Polytechnic

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Email principal@kiambupoly.ac.ke



## MECHANICAL ENGINEERING AND INDUSTRIAL MECHATRONICS DEPARTMENT

### REQUIREMENTS FOR WELDING (gas welding) LEVEL 3

#### LIST OF STATIONERY

1. 1 (One) Ream of foolscaps
2. 1 (One) Box File (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES

#### WORKSHOP REQUIREMENTS (COMPULSORY)

1. Navy Blue Overall
2. Safety Boots (Steel toe-cap leather)
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers

### REQUIREMENTS FOR WELDING (Manual Metal Arc Welding) LEVEL 3

#### LIST OF STATIONERY

1. (One) Ream of foolscaps
2. 1 (One) Box File (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES

#### WORKSHOP REQUIREMENTS (COMPULSORY)

29. Navy Blue Overall
30. Safety Boots (Steel toe-cap leather)
31. Tape measure (5m)



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32. Steel rule
33. Welding goggles
34. Safety Leather gloves
35. Scribers

## **REQUIREMENTS FOR MECHANICAL PRODUCTION (Milling & fabrication)**

### **LEVEL4**

#### **LIST OF STATIONERY**

11. 1 (One) Ream of foolscaps
12. 1 (One) Box File (Blue)
13. Writing materials throughout the course  
Scientific calculator- FX82ES

#### **TECHNICAL DRAWING REQUIREMENTS**

1. Tee Square fitting to the drawing board
2. 200mm 450 clear plastic set square
3. 250mm 300 and 600 clear plastic set square
4. 150mm Clear transparent plastic protractor
5. Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
6. Engineering drawing set box  
A3 Drawing Book

#### **WORKSHOP REQUIREMENTS (COMPULSORY)**

1. Navy Blue Overall
2. Safety Boots (Steel toe-cap leather)
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers

## **REQUIREMENTS FOR WELDING (Manual Metal Arc Welding and gas Metal Arc welding) LEVEL 4**

#### **LIST OF STATIONERY**

1. 1 (One) Ream of foolscaps
2. 1 (One) Box File (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES



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## **TECHNICAL DRAWING REQUIREMENTS**

1. Tee Square fitting to the drawing board
2. 200mm 450 clear plastic set square
3. 250mm 300 and 600 clear plastic set square
4. 150mm Clear transparent plastic protractor
5. Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
6. Engineering drawing set box
7. A3 Drawing Book

## **WORKSHOP REQUIREMENTS (COMPULSORY)**

18. Navy Blue Overall
19. Safety Boots (Steel toe-cap leather)
20. Tape measure (5m)
21. Steel rule
22. Welding goggles
23. Safety Leather gloves
24. Scribers

## **REQUIREMENTS FOR WELDING (Oxy-Acetylene gas welding and gas metal arc welding) LEVEL 4**

### **LIST OF STATIONERY**

1. 1 (One) Ream of foolscaps
2. 1 (One) Box File (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES

## **TECHNICAL DRAWING REQUIREMENTS**

1. Tee Square fitting to the drawing board
2. 200mm 450 clear plastic set square
3. 250mm 300 and 600 clear plastic set square
4. 150mm Clear transparent plastic protractor
5. Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
6. Engineering drawing set box
7. A3 Drawing Book

## **WORKSHOP REQUIREMENTS (COMPULSORY)**

1. Navy Blue Overall



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2. Safety Boots (Steel toe-cap leather)
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers

## **MECHANICAL TECHNOLOGY (PRODUCTION) OPTION REQUIREMENTS LEVEL**

**5**

### **LIST OF STATIONERY**

1. 1 (One) Ream of foolscaps
2. 1 (One) Box File (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES

### **TECHNICAL DRAWING REQUIREMENTS**

1. Tee Square fitting to the drawing board
2. 200mm 45<sup>0</sup> clear plastic set square
3. 250mm 30<sup>0</sup> and 60<sup>0</sup> clear plastic set square
4. 150mm Clear transparent plastic protractor
5. Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
6. Engineering drawing set box
7. A3 Drawing Book

### **WORKSHOP REQUIREMENTS (COMPULSORY)**

1. Navy Blue Overall
2. Safety Boots (Steel toe-cap leather)
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers



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## REQUIREMENTS FOR MECHANICAL TECHNOLOGY (PRODUCTION)

### LEVEL 6

1. 1 (One) Ream of Photocopying Papers
2. 1 (One) Box File (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82MS

### TECHNICAL DRAWING REQUIREMENTS

1. Tee Square fitting to the drawing board
2. 200mm 45<sup>0</sup> clear plastic set square
3. 250mm 30<sup>0</sup> and 60<sup>0</sup> clear plastic set square
4. 150mm Clear transparent plastic protractor
5. Plastic ruler, 2H and HB Pencil eraser and Sharpener
6. Engineering drawing set box
7. A3 Drawing Book

### WORKSHOP REQUIREMENTS(COMPULSORY)

1. Navy Blue Overall
2. Safety Boots (Steel toe-cap leather)
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**



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## AUTOMOTIVE TECHNOLOGY SECTION

### REQUIREMENTS FOR MOTOR CYCLE MECHANIC LEVEL 3

#### STATIONERY

1. 1 (One) Ream of foolscaps
2. 1 (One) Box file (Blue)
3. Writing materials throughout the course

#### WORKSHOP REQUIREMENTS

1. Safety Boots (Steel toe-cap leather)
2. Navy blue overall
3. Cut Resistant Safety Gloves (PU coated)
4. Clear Safety Goggles
5. Dust Mask with Filter (Blue triangle)

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**

### REQUIREMENTS FOR MOTOR CYCLE MECHANIC LEVEL 4

#### STATIONERY

1. 1 (One) Ream of foolscaps
2. 1 (One) Box file (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES Plus

#### WORKSHOP REQUIREMENTS

13. Safety Boots (Steel toe-cap leather)
14. Navy blue overall
15. Cut Resistant Safety Gloves (PU coated)
16. Clear Safety Goggles
17. Dust Mask with Filter (Blue triangle)

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**



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## **REQUIREMENTS FOR AUTOMOTIVE LEVEL 3**

### **STATIONERY**

1. 1 (One) Ream of foolscaps
2. 1 (One) Box file (Blue)
3. Writing materials throughout the course

### **WORKSHOP REQUIREMENTS**

1. Safety Boots (Steel toe-cap leather)
2. Navy blue overall
3. Cut Resistant Safety Gloves (PU coated)
4. Clear Safety Goggles
5. Dust Mask with Filter (Blue triangle)

## **REQUIREMENTS FOR AUTOMOTIVE TECHNOLOGY LEVEL 4**

### **STATIONERY**

1. 1 (One) Ream of foolscaps
2. 1 (One) Box file (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES Plus

### **TECHNICAL DRAWING REQUIREMENTS**

- d) An A2 Size Drawing Board
- e) Tee Square fitting to the drawing board
- f) 200mm 45<sup>0</sup> clear plastic set square
- g) 250mm 30<sup>0</sup> and 60<sup>0</sup> clear plastic set square
- h) 150mm Clear transparent plastic protractor
- i) Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
- j) Engineering drawing set box
- k) A3 Drawing Book



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## WORKSHOP REQUIREMENTS

5. Safety Boots (Steel toe-cap leather)
6. Navy blue overall
7. Cut Resistant Safety Gloves (PU coated)
8. Clear Safety Goggles
9. Dust Mask with Filter (Blue triangle)

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**

## REQUIREMENTS FOR AUTOMOTIVE TECHNOLOGY LEVEL 5

### STATIONERY

1. 1 (One) Ream of foolscaps
2. 1 (One) Box file (Blue)
3. Writing materials throughout the course
4. Scientific calculator- FX82ES Plus

## RECOMMENDED BOOKS FOR AUTOMOTIVE TECHNOLOGY LEVEL 5 AND 6

1. Automotive Engineering course book 1 by George K. Minyaru & Jeff N. Kariuki (Approved by (CDACC) at **Bostaco College Bookshop Kiambu Town opposite Co-op Bank next to Freb Pharmacy and ICT Wise bookshop in Kiambu Town Kika stalls opposite the main market.**
2. Automotive Engineering course book 2 by George K. Minyaru & Jeff N. Kariuki (Approved by (CDACC) at **Bostaco College Bookshop Kiambu Town opposite Co-op Bank next to Freb Pharmacy and ICT Wise bookshop in Kiambu Town Kika stalls opposite the main market.**
3. Geometric and Engineering Drawing by K. Morling
4. Mathematics for craft engineering students by Kamau & Uppal
5. Technician Mathematics by J.O Bird BK I, II AND III

## TECHNICAL DRAWING REQUIREMENTS

1. An A2 Size Drawing Board
2. Tee Square fitting to the drawing board
3. 200mm 450 clear plastic set square
4. 250mm 300 and 600 clear plastic set square
5. 150mm Clear transparent plastic protractor
6. Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
7. Engineering drawing set box



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8. A3 Drawing Book

### **WORKSHOP REQUIREMENTS**

1. Safety Boots (Steel toe-cap leather)
2. Navy blue overall
3. Cut Resistant Safety Gloves (PU coated)
4. Clear Safety Goggles
5. Dust Mask with Filter (Blue triangle)

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**

### **REQUIREMENTS FOR AUTOMOTIVE TECHNOLOGY LEVEL 6**

#### **LIST OF STATIONERY**

1. 1 (One) Ream of photocopying papers
2. 1 (One) Box file (Blue)
3. Writing materials throughout the course
4. Scientific calculator- Casio FX82ES Plus

#### **TECHNICAL DRAWING REQUIREMENTS**

1. An A2 Size drawing Board
2. Tee Square fitting to the drawing board
3. 200mm 45<sup>0</sup> clear plastic set square
4. 250mm 30<sup>0</sup> and 60<sup>0</sup> clear plastic set square
5. 150mm Clear transparent plastic protractor
6. Plastic ruler, 2H and HB Pencil eraser and Sharpener
7. Engineering drawing set box
8. A3 Drawing Book



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## **WORKSHOP REQUIREMENTS**

1. Safety Boots (Steel toe-cap leather)
2. Navy blue overall
3. Cut Resistant Safety Gloves (PU coated)
4. Clear Safety Goggles
5. Dust Mask with Filter (Blue triangle)

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**

## **WELDING AND FABRICATION TECHNOLOGY SECTION**

### **REQUIREMENTS FOR WELDING AND FABRICATION TECHNOLOGY LEVEL 5**

#### **LIST OF STATIONERY**

13. 1 (One) Ream of foolscaps
14. 1 (One) Box file (Blue)
15. Writing materials throughout the course
16. Scientific calculator- Casio FX-82ES Plus

#### **TECHNICAL DRAWING REQUIREMENTS**

- 1) An A2 Size Drawing Board
- 2) Tee Square fitting to the drawing board
- 3) 200mm 450 clear plastic set square
- 4) 250mm 300 and 600 clear plastic set square
- 5) 150mm Clear transparent plastic protractor
- 6) Plastic ruler, 2H, H and HB Pencil eraser and Sharpener
- 7) Engineering drawing set box

#### **WORKSHOP REQUIREMENTS(COMPULSORY)**



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1. Navy Blue Overall
2. Safety Boots (Steel toe-cap leather)
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**

## **REQUIREMENTS FOR WELDING AND FABRICATION TECHNOLOGY LEVEL 6**

### **LIST OF STATIONERY**

- 1) 1 (One) Ream of photocopying papers
- 2) 1 (One) Box File
- 3) Writing materials throughout the course
- 4) Scientific calculator- Casio FX-82ES Plus

### **TECHNICAL DRAWING REQUIREMENTS**

- 1) An A2 Size Drawing Board
- 2) Tee Square fitting to the drawing board
- 3) 200mm 450 clear plastic set square
- 4) 250mm 300 and 600 clear plastic set square
- 5) 150mm Clear transparent plastic protractor
- 6) Plastic ruler, 2H and HB Pencil eraser and Sharpener
- 7) Engineering drawing set box
- 8) A3 Drawing Book

### **WORKSHOP REQUIREMENTS(COMPULSORY)**

1. Safety Boots (Steel toe-cap leather)
2. Navy Blue Overall
3. Tape measure (5m)
4. Steel rule
5. Welding goggles
6. Safety Leather gloves
7. Scribers

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**



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## **REQUIREMENTS FOR INDUSTRIAL MECHATRONICS TECHNOLOGY LEVEL 6**

### **A) STATIONERY**

- Engineering Mathematics by Stroud
- S.M.P Mathematical Tables
- Scientific Calculator – Casio FX-82ES Plus
- 1 (One) Ream of foolscaps
- 1 (One) Box file (Blue)
- Writing materials throughout the course
- Oxford geometrical set

### **B) OCCUPATIONAL HEALTH AND SAFETY (OSH)-COMPULSORY**

- Overall – Cotton, Navy Blue in Color.
- Coated fabric workshop safety gloves
- Safety Boots (Steel toe-cap leather)
- Workshop safety goggles
- Tape measure (5m)
- Scriber
- Steel rule
- Set of screwdrivers
- AC Tester
- Pliers

### **C) LAPTOP**

**NB: Every student must have a laptop on reporting;**

Recommended minimum specs; Intel core i5, 2GHZ, 8GB RAM, 512GB  
MEMORY

## **REQUIREMENTS FOR MECHATRONICS TECHNOLOGY LEVEL 5**

### **A. STATIONERY**

- Engineering Mathematics by Stroud



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- S.M.P Mathematical Tables
- Scientific Calculator – Casio FX-82ES Plus
- 1 (One) Ream of foolscaps
- 1 (One) Box file (Blue)
- Writing materials throughout the course
- Oxford geometrical set

## **B. OCCUPATIONAL HEALTH AND SAFETY (OSH)-COMPULSORY**

- Overall – Cotton, Navy Blue in Color.
- Coated fabric workshop safety gloves
- Safety Boots (Steel toe-cap leather)
- Workshop safety goggles
- Tape measure (5m)
- Scriber
- Steel rule
- Set of screwdrivers
- AC Tester
- Pliers

## **C. LAPTOP**

**NB: Every student must have a laptop on reporting;**

Recommended minimum specs; Intel core i5, 2GHZ, 8GB RAM, 512GB

MEMORY

## **REQUIREMENTS FOR REFRIGERATION AND AIR CONDITIONING LEVEL 4**

### **STATIONERY**

1. 1 (One) Ream of foolscaps
2. 1 (One) Box file (Blue)



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3. Writing materials throughout the course
4. Scientific calculator- FX82ES Plus

### **WORKSHOP REQUIREMENTS**

1. Safety Boots (Steel toe-cap leather)
2. Navy blue overall
3. Cut Resistant Safety Gloves (PU coated)
4. Clear Safety Goggles
5. Dust Mask with Filter (Blue triangle)

**N/B: Students are encouraged to have a laptop or tablet/Smartphone**



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