



## Fee structure for International Computer Driving Licence (ICDL) Courses

### Course Modules (Professional Programme)

- Digital Marketing
- Project Planning
- Computing
- Using databases
- ICT Education
- Advanced Spreadsheet
- Advanced Data Base
- Advanced Word Processing
- Advanced Presentation

### Minimum Entry Requirements

- Form 4 Leavers/KCSE or MOCK Results.
- Those who want to advance in digital skills.

### Duration and Pattern

The ICDL Course takes 2 months (8 modules each one week – 15 hours)

No.	ITEM	FEE PAYABLE	
1	Tuition Fees	20,000/-	
2	Registration Fee	1,000/-	
8	Exams Fee	12,000/-	
			<b>TOTAL</b>
			<b>33,000</b>

**NB: Students can pay per module @ Ksh 2,000 tuition, 1,500 exam fee and the other administration charges**

### Attendance Modes

- Evening - 5.30 pm – 8.30 pm - Evening Daily
- Saturday - 9.00 am – 12.00 noon - Saturday
- Full time - 9.00 am – 12.00 noon - Weekday Daily

### Mode of Application

Applications forms are available at CHRM Ufundi Plaza Offices, 3<sup>rd</sup> & 4<sup>th</sup> Floor on payment of a non-refundable fee of Ksh. 500/=.

The application fee can be deposited into the following bank account:- **Kenya Commercial Bank – Biashara street Branch, Account No. 1180194667 in favor of College of Human Resource Management (CHRM)**. Duly completed forms should be submitted to the Admissions Office on Ufundi Plaza Offices, 3<sup>rd</sup> & 4<sup>th</sup> Floors, or sent to CHRM College, P.O. Box 4322-00200, Nairobi, Kenya.

The application package should include the completed application form, copies of relevant certificates, Copy of National ID, passport size photographs (each two copies). Send to [college@chrn.or.ke](mailto:college@chrn.or.ke) or deliver to our offices. The application fee receipt/banking slip must be attached.

### Enquiries

College of Human Resource Management, Ufundi Plaza, 4<sup>th</sup> floor, Moi Avenue/Moktar Daddah Street, P.O. Box 4322-00200 Nairobi, Kenya.

Tel: +254 (0) 20 221 7490/221 7979/224 8095 or Mobile Nos. 0727 792122/0718 781513

Email: [College@chrn.or.ke](mailto:College@chrn.or.ke); Website: [www.chrm.or.ke](http://www.chrm.or.ke)