



CHRM College

Hazina Trade Centre, 13th floor, Moktar Daddah Street

P.O Box 4322-00200 Nairobi, Kenya

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Email: Info@chrn.or.ke

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FEE STRUCTURE FOR ARTISAN COURSES

Course Overview

CHRM College trains in Storekeeping and Salesmanship courses for 6 months. After completion of these courses, the trainee can now be able to join a Certificate course of their choice in the School of Business. At the end of the course, the trainee will be able to perform duties including maintenance of proper records, clerical duties among others.

Artisan Courses

- Artisan in Store keeping-ASK (KNEC)
- Artisan in Salesmanship-ASM (KNEC)

Minimum Entry Requirements

- Holders of a KCSE Certificate (KNEC),
- Or any other Equivalent qualification acceptable by KNQA

Duration and Pattern

The Artisan course is divided into 2 terms each of 3 months. The course duration is 6 month.(One Module)

No.	ITEM	FEE PAYABLE	
1.	Tuition Fees	13,000/- (Term 1)	13,000/- (Term 2)
2.	Registration Fee	2,000/-	
3.	Library Fees	3,000/-	
4.	Student Welfare	2,000/-	
5.	ICT	2,000/-	
6.	Orientation Fee	1,500/-	
7.	Internal Exams Fee	2,000/-	
8.	Development Fund	1,000/-	@ 500 Per Semester
9.	Student ID	500/-	
10.	Caution Fees	2,000/-	Once & Refundable
11.	KNEC Examination Fees	2,980/-	
	TOTAL FEE	44,980/-	

NB: Students using the installment plan will pay an additional 1,200/- per term.

Attendance Modes

- Evening - 5.30 pm – 8.30 pm - Evening Daily
- Saturday - 8.30 am – 5.00 pm - Saturday
- Full time - 8.30am – 4.30 pm - Weekday Daily
- Sunrise - 6.30 am – 8.30 am - Weekday Daily

Mode of Application

Applications forms are available at CHRM Hazina Trade Center 13th 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 at Hazina Trade Center 13th Floor, 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, KCSE Certificate, Copy of National ID, Birth Certificate, Affidavit or Marriage certificate (*for those using different names*), passport size photographs (each three copies), to admissions@chrn.or.ke or deliver to our offices. The application fee receipt/banking slip must be attached.