



Tel: 020 3522550, 0734 207663, 0727807713; Email: principal@kist.ac.ke

GENERAL REQUIREMENTS

- 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.
- One (1) Copy of 40mm by 50mm Digital passport photograph
- Admission letter (**Kindly make a copy to be retained on admission**).

BOARDING (OPTIONAL) PER TERM - Kshs. 5,200.00

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 KIST 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.

A copy of KIST 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:

- 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.
- KCB Bank Pay Bill. Go to **"Lipa na Mpesa"**, Select **"Pay Bill"**, Enter Business number **"700076"**, Enter Account Number (Admission number/student name e.g. **ABT-2009-06/Mustapha Ali**), Enter Amount, Enter MPESA PIN, Confirm transaction..
- 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 15th **February, 2021**.

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

1. HOSPITALITY DEPARTMENT
COURSE REQUIREMENTS FOR CERTIFICATE IN FOOD AND
BEVERAGE AND DIPLOMA IN FOOD AND BEVERAGE

1. KITCHEN UNIFORM

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

2. SERVICE UNIFORM

MALE.

- i. White long-sleeved shirt
- ii. Black pair of trousers
- iii. Black bowtie
- 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

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

KITCHEN LINEN

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

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 ½ x 1 ½ 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.

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

3. 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. calculator
- vii. Exercise books
- viii. Pens, pencil, Ruler

i.

ii.

Butchers/cooks
knife



Filleting knife



Turning knife



Bread knife



Fruit knife



X
X
X
X
X
X
X
X
X
X



Potato peeler



Piping bag

RECOMMENDED TEXT BOOKS

1. Practical Cookery by Kinton and Ceserani
2. Theory of catering by Kinton and Ceserani **OR** The Theory of Hospitality and Catering by David Foskett and Patricia Paskins
3. Food and Beverage Service by Dennis R. Lillicrap

NB: ***DIPLOMAS STUDENTS ONLY:*** Checked cotton table linen as per attached sample 1 ½ m x 1 ½ m

2. APPLIED SCIENCES DEPARTMENT

COURSE REQUIREMENTS FOR DIPLOMA IN ANALYTICAL CHEMISTRY

1. White Lab Coat
 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. ORGANIC Chemistry by Morrison and Boyd
 6. Analytical Chemistry by Skoog
 7. Inorganic Chemistry Cotton & Wilkinston
 8. Vogel's Textbook of Qualitative Inorganic Analysis J. Bassett et-al
 9. Principles of BIO-Chemistry Publisher: Wiki Books 2011
- NB. (a) **Provide at least (four) 4 Text Books**
(b) **Books (4), (5) and (7) are mandatory**

COURSE REQUIREMENTS FOR DIPLOMA/CERTIFICATE IN GENERAL AGRICULTURE

A dust coat (field / farm coat) – Navy blue in colour

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)
3. A pair of gloves (optional)
4. Certificate Agriculture – Form 1- 4 (Any one title)
5. Farm equipment, machinery, structures and buildings by L. Anyanzo
6. Comprehensive Agriculture – F1 – F4 by P. Nkurunziza (Any one title)

7. Basic concepts of micro economics with special reference to Kenya by C. Akello – Ogutu and John J. Waeliti.
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.

COURSE REQUIREMENTS FOR DIPLOMA IN ENVIRONMENTAL SCIENCE

- 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
- vii) (2014) Robert Dyball & Barry Newell (viii) White Laboratory Coat

COURSE REQUIREMENTS FOR DIPLOMA IN APPLIED STATISTICS

- i) Higher Engineering Mathematics by John Bird (6th Edition)
- ii) Statistics by S.P. Gupta.
- iii) Modern Economics by Mundida

COURSE REQUIREMENTS FOR DIPLOMA IN APPLIED BIOLOGY

- 1) White Lab Coat
- 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
- 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.

3. BUILDING AND CIVIL ENGINEERING DEPARTMENT

(A) REQUIREMENTS FOR DIPLOMA IN BUILDING TECHNOLOGY & CERTIFICATE IN PLUMBING)

- **Stationery**
 - (i) A4 Ruled papers
 - (ii) A4 size folders or files
 - (iii) Pencil (HB: 2 in number, 2H: 2 in number)
- **Drawing Equipment**
 - i. 300 mm ruler
 - ii. 300mm size folders files
 - iii. Set square 45° and 60° (size 150mm)
 - iv. Compass (150mm)
 - v. T-Square (A2size)
- **Miscellaneous**
 - (i) Scientific calculator
 - (ii) Overcoat – Grey in colour

RECOMMENDED TEXTBOOKS FOR DIPLOMA AND CERTIFICATE IN BUILDING TECHNOLOGY

- i. Technician Mathematics Level 1 by 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 CERTIFICATE IN PLUMBING

- i. Technician Mathematics Level 1 by 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.

(B) COURSE REQUIREMENTS TOOLS FOR CERTIFICATE IN BUILDING TECHNOLOGY

| | |
|-------------------------|------|
| Masonry Hammer | 1No. |
| Mason Square | 1No. |
| Building Trowel | 1No. |
| Cold Chisel | 1No. |
| Tape Measure (steal) 3m | 1No. |
| Line (String) | 1No. |
| Plumbing Bob | 1No. |
| Spirit Level (600mm) | 1No. |

(C) COURSE REQUIREMENTS TOOLS FOR CERTIFICATE IN CERTIFICATE IN PLUMBING

| | |
|--|-------|
| Tape measure (3m) | 1 No. |
| Spirit level (40cm) | 1 No. |
| Hacksaw flame | 1 No. |
| Pipe Wrench | 1 No. |
| Adjustable Spanner | 1 No. |
| Combination Pliers | 1 No. |
| Screw Driver | 1 No. |
| Ball Pain Hammer | 1 No. |
| Tin Snips | 1 No. |
| Wooden Mallet (for sheet metal work) | 1 No. |
| Cold Chisel (6') | 1 No. |
| Flat File | 1 No. |
| Round File | 1 No. |
| Empty metal tool box (with padlock and keys) | 1 No. |

(D) COURSE REQUIREMENTS FOR DIPLOMA IN ARCHITECTURE

EQUIPMENT AND STATIONERY (COMPULSORY)

- **STATIONERY**
 - i) A4 Ruled papers
 - ii) A4 Graph papers
 - iii) A4 Size folders or files
 - iv) Chain surveying field book
 - v) Leveling sheets
 - vi) Steadtler pencils (6B, 4B, 2B, HB, SH, 4H)
- **DRAWING EQUIPMENTS**
 - i) 300 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.

- **OTHERS**

- i) F x 570 or 991 Scientific calculator
- ii) Overcoat (for lab and workshop use)

(E) COURSE REQUIREMENTS FOR DIPLOMA IN CIVIL ENGINEERING

- **STATIONERY**

- i. A4 Rules papers
- ii. A4 Graph papers
- iii. A4 Size folders or files

- **DRAWING EQUIPMENTS**

- i. 30cm ruler
- ii. Set Square 45° and 60° (minimum size 150 mm) ✓
- iii. Adjustable Compasses (150 mm) ✓
- iv. Wooden T. Square (A2 size) ✓

- **OTHERS**

- i. Fx570 or 991 Scientific Calculator
- ii. Overcoat (for lab and workshop use) – Grey in colour.
 - Required in the 2nd year.

BOOKS RECOMMENDED FOR:

- **DIPLOMA IN BUILDING TECHNOLOGY**
- **DIPLOMA IN CIVIL ENGINEERING**
- **DIPLOMA IN QUANTITY SURVEYING**

A. MATHEMATICS

- i) Engineering Mathematics by Stroud
 - ii) Technician Mathematics Level 4 & 5 by Bird, J.O
 - iii) S.M.P. Mathematics Table _____ ✓
- Any one of these two

B. STRUCTURES

- i) Materials and structures by Whitlaw
 - ii) Strength of materials by R. Khurmi
- Any one of these two

C. SURVEYING

- i) Surveying by banister
 - ii) Surveying for construction by Irvine W.H
- Any one of these two

D. CONCRETE TECHNOLOGY

- i) Concrete technology by M.L Gambir
- ii) Building science by E.C Adams
- iii) Properties of concrete by Neville A.M

F. 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.

4. ELECTRICAL AND ELECTRONICS ENGINEERING DEPARTMENT

COURSE REQUIREMENTS FOR:

- **DIPLOMA IN ELECTRICAL AND ELECTRONICS (POWER, TELECOMMUNICATION, INSTRUMENTATION)**
- **CERTIFICATE IN ELECTRICAL AND ELECTRONICS (POWER, TELECOMMUNICATION, INSTRUMENTATION)**
- **ARTISAN IN ELECTRICAL INSTALLATION**

A. DRAWING INSTRUMENTS AND STATIONERY

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

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

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)

5. BAKING TECHNOLOGY DEPARTMENT

(A) REQUIREMENTS FOR DIPLOMA IN BAKING TECHNOLOGY AND CERTIFICATE IN BAKING TECHNOLOGY

1. Uniform

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

2. Six plastic bowls

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

3. Two tea towels

4. Two dish clothes

5. One clear plastic ruler (30cm)

6. One clear plastic/glass ruler (one meter)



7. One weighing scale (digital)

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



9. One calibrated measuring jug (one liter)

10. Metal scraper

11. One plastic scraper



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



18. One piping bag (16 inches)



19. One Wooden spatula (Big mwiko)



20. Rolling stick

21. One soft Hand broom



22. One pair of scissors



23.. Five nozzles

- Two star nozzles - Writing nozzle - Leaf nozzle - Rose (medium and small)



24. One LARGE Sieve



25. 2 sets of cookie cutters (one set **round**, and one set any other shape).



26. Writing materials: ten A4 exercise books, pens, one ream ruled foolscaps

27. 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

(B) REQUIREMENTS FOR DIPLOMA IN NUTRITION AND DIETETICS.

1. Uniform

- Two black skirts/trousers (**NOT TIGHT/NOT JEANS**)
- Two white baker's caps
- One pair of low closed black shoes
- Two white aprons
- Two white chef's jackets

***NB: ALL SKIRTS MUST BE BELOW THE KNEE LENGTH
ALL TROUSERS MUST BE LOOSE FITTING***

2. One digital weighing scale (5kg capacity)

3. One clear plastic/glass ruler (one meter)

4. One clear plastic ruler (30cm)

5. Four plastic bowls

- Two 30 cm diameter
- 20cm diameter
- 15cm diameter

6. One calibrated measuring jug (one liter capacity)

7. Food masher

8. 1 set of knives

-Butchers knife

-Filleting

-Turning

-Bread

-Fruit

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

23. PUBLIC HEALTH FOOD HANDLER'S CERTIFICATE (COMPULSORY)

24. INDEXING WITH KENYA NUTRITIONISTS AND DIETECIANS INSITUTE (KNDI). Online indexing can be done following the link <https://osp.kndi.institute/#/>

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 leaning
9. Dietary reference intakes for Thiamin, Riboflavin, Niacin,-National Academics pre



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The Digital Skills Standard
ICDL Accredited