FOR MORE DETAILS CONTACT
Admissions Office, Strathmore University
PO Box 59857-00200 City Square, Nairobi, Kenya
Tel: (+254) (0)703-034000/ 2203 / 2232 / 2297
Email: admissions@strathmore.edu
Certificate Courses

**International Computer Driving License (ICDL)**

ICDL is the global standard in computer use skills. It is a high-quality, internationally-recognized certification designed, validated and approved by international experts from around the world. It offers candidates an internationally recognized certification that is supported by governments, computer societies, international organizations and commercial corporations alike.

*Fees: The total fees for the course is Ksh 40,000.

**Certificate in Computer Applications**

The Certificate in Computer Applications is a practical course which aims to provide an opportunity for interested candidates to develop Information and Communications Technology (ICT) skills that are becoming essential in every sector of our economy.

It also helps students to make the transition from secondary school to university or college life. The skills required to succeed in university/college are different from those required in secondary schools and very many students find it difficult to make quick adjustments especially in the instructional methods.

The programme will benefit candidates who are interested in acquiring skills that will enable them adapt in a business setting and also build their full potential as they pursue their education in university/college.

Business management courses will also be provided to participants to enhance their understanding of the work environment and the expectation of employers.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name (Hrs.)</th>
<th>Course Name</th>
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</thead>
<tbody>
<tr>
<td>CIT 101</td>
<td>Introduction to Microcomputers</td>
<td>20</td>
</tr>
<tr>
<td>CIT 102</td>
<td>Word Processing using MS Word</td>
<td>20</td>
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<tr>
<td>CIT 103</td>
<td>Spreadsheets using MS Excel</td>
<td>20</td>
</tr>
<tr>
<td>CIT 104</td>
<td>Database Management using MS Access and SQL</td>
<td>40</td>
</tr>
<tr>
<td>CIT 105</td>
<td>Communication tools for Email &amp; Internet</td>
<td>20</td>
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<tr>
<td>CIT 106</td>
<td>Presentations using MS PowerPoint</td>
<td>20</td>
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<tr>
<td>CIT 107</td>
<td>Desktop publishing and design using PageMaker, Corel Draw and Photo impact</td>
<td>40</td>
</tr>
<tr>
<td>CIT 108</td>
<td>Web programming using HTML, MS FrontPage, Dream Weaver</td>
<td>40</td>
</tr>
<tr>
<td>CIT 109</td>
<td>Networking &amp; PC Troubleshooting</td>
<td>30</td>
</tr>
<tr>
<td>CIT 110</td>
<td>Business Communications Business English Business English Etiquette Office practice CV Writing and Interview Skills Public speaking skills Presentation Skills ICT for Business Management Business Ethics</td>
<td>20</td>
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<tr>
<td></td>
<td>Revision</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Total duration (Hrs.)</td>
<td>300</td>
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*Fees: The total fees for the course is Ksh 60,000.

**Culinary Arts A Basic Course for Form Four Leavers**

Sharpen your mastery of cooking;
- Breakfast foods
- Yummy rice and pasta dishes
- Vegetable & fruit salads
- Stewed, grilled and barbecue meats
- Cakes, cookies and desserts
- Cake decorations
- Party snacks

The course comes with:
- Food & Beverage service
- Tips on Running a business
- Personality Development Sessions

*Fees: The total fees for the course is Ksh 35,000.

Interviews are held on Tuesdays and Thursdays at 8:00am
Candidates are required to bring mock results, 2 passport size photographs, a photocopy of the birth certificate or National ID or passport and 1,000 entrance exam fee.

**Why Strathmore?**
- High graduate job placement
- Student mentoring
- Rigorous standards
- International internships
- International faculty
- Powerful networks
- Scholarships
- Financial aid