



MEMO

FROM: CHIEF PRINCIPAL

DATE: 15.12.2020

TO: ALL STUDENTS


REF: PCKTTI/MEMO/VOL. 4/207

SUBJECT: CLOSING ARRANGEMENTS

As we break in 3rd term 2020 Christmas festivals season, the Administration wishes to convey the following information to all students:-

1. The Principal and the entire Administration wish to thank you all for the cooperation you have given during the term and amid COVID-19 pandemic.
2. Boarders have been allowed to leave their belongings in their specific hostel rooms since the Christmas break is very short and are required to clean their rooms, arrange, lock their belongings and keep the room keys for security purposes.
3. All boarders are expected to vacate the Institute's premises latest 16th December by 2.00pm.
4. The Exam that was done in early November has been processed and results can be checked online on the **students' portal**.
NOTE: The results from the November Exam form course work marks and have been submitted to KNEC
5. All students sitting for the January 2021 KNEC Exam must report on 4th January, 2021 without fail. Completion of the syllabus, revision and planning for practical will commence from 5th January, 2021.
6. Considering the reduction of Industrial Attachment places due to COVID 19, only the following groups of students will be proceeding for industrial attachment as from February 2021.
 - a) Diploma Module three (3) students who had not proceeded for attachment twice.
 - b) Craft Module two (2) students who never went for attachment after module one (1) and those who are not enrolling for diploma module two (2) in February 2021.
 - c) Artisan students who are not ready to enroll for Craft courses in February 2021.
7. Prior to proceeding for attachment, the concerned trainees are reminded to register with their respective departmental ILOs so as to provide their assessment details.
8. Note that no trainee shall be cleared unless he/she has met all attachment regulations.
9. New applicants, January 2020 intake, May 2020 intake, NYS 2020 and KUCCPS 2020 will report on 15th February, 2021.

The Administration would like to take this opportunity to wish all Merry Christmas & Happy New Year 2021.

for 
 Nancy W. Njui
 CHIEF PRINCIPAL

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