

# MWINGI DIPLOMA

P.O. BOX 602 – 90400

Mwingi

Website: [www.mwingittc.ac.ke](http://www.mwingittc.ac.ke)



# TEACHERS' COLLEGE

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MWINGI IS A FULLY REGISTERED DIPLOMA COLLEGE UNDER MOE

REG NO: 15P40000122151.

REF: -ADM/MDTC/...../24

DATE: 6/01/2025

## ADMISSION INFORMATION AND INSTRUCTIONS

ATTACH  
IMAGE

TO:

NAME:.....

PHONE:.....

## ADMISSION FOR DIPLOMA TEACHER EDUCATION (DTE-PP & PRIMARY)

I am pleased to inform you that **MWINGI DIPLOMA TEACHERS COLLEGE** has offered you a chance in this college to pursue Diploma Teacher Education (**DTE- PRE-PRIMRY & PRIMARY**). This will be a 3420 hours course that will lead to the award of a diploma on satisfying all academic requirements, (Course Work, formative assessment, summative Assessment and Practicum) for 3 years.

### **Congratulations!**

You are required to report to the college without fail on **03/09/2025** for admission between **8:00 a.m. and 4:00 p.m.**

Read the joining instructions carefully and act accordingly to avoid inconveniences when you report. Ascertain that you have all the joining instructions (MTTC1, 2, 3, 4 and 5). If any of them is missing contact the college through this number: 0729 911 395 or 0712 754 245.

“You can enroll online through our website [mwingittc.ac.ke](http://mwingittc.ac.ke)”



## **GENERAL INFORMATION ABOUT THE COLLEGE**

### **1. Location of the college**

MWINGI Diploma Teachers College is located 1.5 Km along MWINGI – Garissa highway from Mwingi town, Kitui County. It is in a very conducive environment with adequate facilities, water and electricity for learning and a home away from home for learners.

### **2. College rules and regulations**

A copy of the college rules and regulations will be issued to all students during registration and signed as a trainee's commitment of compliance.

### **3. College diet and medical care**

(a) The college provides a balanced diet. **No special diet is provided.**

(b) The college medical cases are handled in the Mwingi Level IV hospital for medication and referrals for serious cases and the student's parents/guardians meet the cost.

**NOTE:** Students are encouraged to obtain Social Health Authority (SHA) cover.

### **4. College Uniform**

<b>College Uniform</b>	<b>Amount (Ksh)</b>	<b>Sports Attire</b>	<b>Amount (Ksh)</b>
Blouse/Shirt	750/=	Track suit	1500/-
Trouser	900/=	PHE Kits	800/-
Skirt	800/=		
Wind Breaker	900/=		

**NOTE:** The college Uniform and sports attire is available in the college shop.

### **5. Students' conduct**

Students are expected to show a sense of maturity, self-discipline, integrity, balance, and vigor in all activities undertaken in the interest of the college and the nation.

**Note:** You should take note of all instructions and bring all required items per the attached list.

For and on behalf of the College Board of Directors, members of the top management, and staff, I wish to take this opportunity to welcome you to Mwingi Diploma Teachers College, Mwingi Sub-County, Kitui County. The college will expect hard work from you and other positive contributions for your good, the good of the college, and the nation.

Thank you.



MR. A. KYALO

**THE PRINCIPAL**  
**0712754245**

## **MTTC/ 1: ADMISSION REQUIREMENTS**

### **MWINGI DIPLOMA TEACHERS COLLEGE**

#### **1. REGISTRATION DETAILS**

On admission day, you will be required to bring: -

6. Originals of the following documents for verification.
  - (a) This admission letter duly completed
  - (b) National Identity Card.
  - (c) K.C.S.E Certificate (Mean grade C Plain)
  - (d) K.C.S.E Leaving Certificate
  - (e) Birth Certificate.
7. Three clear photocopies of:
  - (a) KCSE Certificate/Result Slip
  - (b) KCSE School Leaving Certificate from your KCSE school
  - (c) Birth Certificate
  - (d) National Identity Card
  - (e) Two certified color passport-size photographs
8. **Curriculum-Based Learning Resources fee Kshs. 4,650 (paid in cash) Termly.**
9. **Co –curricular fee Kshs. 2,500 (paid in cash) Term 2 & 3.**
10. **Admission fee 1,500/- paid in cash once.**

#### **Other requirements**

**(a) Dully filled Medical Certificate**

**(b) Duly signed Students' Declaration form**

**NB:** Ensure that all your original certificates have been returned to you after verification. Keep your original certificates and ID with you and when required by KNEC for verification they must be availed.

#### **2. SUBSIDIES/FEES**

You will be expected to pay college fees/subsidies for term one plus all other charges indicated in the fees structure attached (Back Page) to these joining instructions before registration. All fees **MUST** be deposited in the college bank account indicated below.

<b>BANK NAME</b>	<b>ACCOUNT NAME</b>	<b>ACCOUNT NUMBER</b>	<b>BRANCH</b>
<b>EQUITY</b>	<b>MWINGI TEACHERS' TRAINING COLLEGE</b>	<b>0590294728582</b>	<b>MWINGI</b>
<b>EQUITY PAYBILL</b>	<b>MWINGI TEACHERS' TRAINING COLLEGE</b>	<b>Business No. 247247 Account No. 769939</b>	<b>MWINGI</b>
<b>COOPERATIVE</b>	<b>MWINGI TEACHERS' TRAINING COLLEGE</b>	<b>01129398111100</b>	<b>MWINGI</b>
<b>COOP PAYBILL</b>	<b>MWINGI TEACHERS TRAINING COLLEGE</b>	<b>Business no: 400200 Account no: 40086535</b>	<b>MWINGI</b>

#### **3. BOARDING REQUIREMENTS (COMPULSORY)**

- a) A pair of bed sheets (pink for ladies and blue for men) Maasai bed covers – (blue for ladies and red for men).
- b) A pair of black shoes, a standard mug and a spoon.
- c) Mosquito net.
- d) A bucket/basin and 10 litre Jerry can.
- e) 2 Padlocks.
- f) A pair of bathroom slippers.

- g) Enough bathing and laundry soap, toothpaste and toothbrush, shoe brush and shoe polish.
- h) Personal effects to last a term.
- a. You will need as many decent and acceptable personal clothes and shoes, noting that this is a Teacher trainee college where you must dress officially and decently at all times. (**Jeans trousers/skirts and female shorts are not allowed at all**).
- 4. **GENERAL TUITION MATERIALS (COMPULSORY)**
  - a) **Examinations and classroom assignment**
    - 1. Four reams of A4 photocopying paper
    - 2. One ream of A4 foolscaps
    - 3. A spring file
    - 4. Exercise Books:
      - a. 200 pages (24 in number – 22 ruled and 2 squared)
  - b) **Physical Health Education**
    - i. A pair of sports shoes

Details of the course books required will be provided at the end of Term One. All students will be required to purchase relevant textbooks in all learning areas at the beginning of Term Two.



**MTTC/2 – STUDENT’S MEDICAL CERTIFICATE**  
**MWINGI DIPLOMA TEACHERS COLLEGE**

Name ..... Age ..... Sex .... Weight ..... Height.....

Skin: Presence of any Contagious skin disease e.g. Ring worms .....

Allergies.....

Mouth & Teeth: Cavities .....

Eyes: Visual acuity L/E ..... R/E .....

: Visual Field ..... Color Blindness .....

Ears: Hearing Left Ear ..... Right Ear .....

: Impairment .....

Cardiovascular System: Blood Pressure .....

: Pulse Rate .....

: Heart Sound .....

Respiratory System: Asthma.....

: Allergies .....

Digestive system condition: .....

Any other medical condition identified? Specify.

**Recommendations**

I certify that I have examined ..... and on my option He/she is fit to join and pursue a teaching course at Mwingi Diploma Teachers’ College.

Name of Examining Physician: ..... Signature: .....

# MTTC/3: STUDENT'S DECLARATION FORM

## MWINGI DIPLOMA TEACHERS COLLEGE

### STUDENTS COMMITMENTS

I accept the offer given to me to train at Mwingi Diploma Teachers College and make the following commitments:

1. I will take part in all training programmes by:
  - (i) Attending all lessons without fail.
  - (ii) Carrying out all my academic activities i.e. projects, assignments, examinations and practicum as required.
  - (iii) Taking part in game and sports.
  - (iv) Actively participating in at least one club and one society.
  - (v) Participating in drama, Music and College Cultural Activities.
2. Being a good ambassador of the college by observing governing rules and regulations.
3. Uphold the college core values – excellence, professionalism, integrity, team work, self-reliance, creativity, innovation, relevance, respect, love and unity as a motivation to excel professionally as a teacher.
4. **Not** to engage in the following acts.
  - (i) Violence e.g. fighting
  - (ii) Immoral practices including indecent dressing and language.
  - (iii) Theft
  - (iv) Use of falsified documents/forgery.
  - (v) Fraud/other forms of dishonesty.
  - (vi) Drunkenness or taking any drugs including smoking.
  - (vii) Lateness when reporting to college.
  - (viii) Failing to obey or show respect to those in authority.
  - (ix) Accommodating non-students in the hostels.
  - (x) Failure to attend assemblies and any other college programmes.
  - (xi) Convening or participating in any unauthorized and unlawful assembly and meetings.
  - (xii) Sleeping outside the college without official permission.
  - (xiii) Going out of college without official permission.
5. I commit to participate in:
  - (i) Cleaning the hostels and the surrounding environment.
  - (ii) Adhering to proper etiquette in the Dining Hall and making it clean.
  - (iii) Maintaining cleanliness in the tuition area.
  - (iv) Observing personal hygiene and grooming at all times.

### **DECLARATION BY THE STUDENT**

I declare that I shall abide to the above commitments, failure to which the college disciplinary policy shall apply.

Name of Student ..... Class ..... Admission No.....

Identity Card Number .....Signature ..... Date .....

Home Address .....

### **WITNESS**

Name of Parent/Guardian ..... ID. No..... Sign:.....

Date ..... Telephone .....

**MTTC/4: FEES/SUBSIDIES FOR DTE(P&PP) – 2024/2025**  
**FEES STRUCTURE AND SUBSIDIES – 2024/2025**

**ACCOUNT DETAILS**

<b><u>BANK NAME</u></b>	<b><u>ACCOUNT NAME</u></b>	<b><u>ACCOUNT NUMBER</u></b>
EQUITY	MWINGI TEACHERS' TRAINING COLLEGE	0590294728582
EQUITY PAYBILL	MWINGI TEACHERS' TRAINING COLLEGE	Business No. 247247 Account No. 769939
COOPERATIVE	MWINGI TEACHERS' TRAINING COLLEGE	01129398111100
COOP PAYBILL	MWINGI TEACHERS TRAINING COLLEGE	Business no: 400200 Account no: 40086535

**FEES STRUCTURE AND SUBSIDIES**

<b><u>S/No</u></b>	<b><u>VOTEHEAD</u></b>	<b><u>TERM1</u></b>	<b><u>TERM2</u></b>	<b><u>TERM3</u></b>
1	Tuition fee	5,700	7,000	7,000
2	Feeding Program	5,600	6,400	6,400
3	Boarding, Equipment and Stores	2,000	2,000	2,000
4	Repair, Maintenance & Improvement	1,000	1,500	1,500
5	Electricity, Water & Conservation	1,100	1,500	1,500
6	Student Council	400	400	400
7	Contingencies	700	700	700
8	Local Travel &Transport	1,000	1,000	1,000
9	Student ID	-	-	-
10	Administrative cost	1,000	1000	1000
	<b><u>TOTAL</u></b>	<b><u>18,500</u></b>	<b><u>21,500</u></b>	<b><u>21,500</u></b>
				<b><u>61,500</u></b>

**NB: KNEC Registration fee of Ksh. 15,700 will be paid once by the teacher trainee to the account as indicated below.**

**EXAM ACCOUNT**

<b><u>BANK NAME</u></b>	<b><u>ACCOUNT NAME</u></b>	<b><u>ACCOUNT NUMBER</u></b>
COOPERATIVE	MWINGI TEACHERS TRAINING COLLEGE	01100252183001

**MR. A. KYALO**

**THE PRINCIPAL**

