



PRESBYTERIAN COLLEGE

RUBATE

Capture your Horizon

OFFICE OF THE PRINCIPAL/CEO

Telephone: 0720312021 / 0737141401

P.O. BOX 177-6-400, Chuka

Email ptcrubatecollege@yahoo.com/gmail.com website: www.ptcrubate.ac.ke

Dear, Mr./Ms. _____ Introduced by _____

RE: OFFER OF PROVISIONAL ADMISSION TO DPTE, DECTE, UPGRADE OF P1 AND ECDE CERTIFICATE TO DIPLOMA AND SPECIAL NEED TEACHER EDUCATION.

I am pleased to inform you that you have been offered **admission** to the **Presbyterian Teachers' College Rubate** to pursue a

_____ Programme. On behalf of the College, I wish to congratulate you on this achievement.

The offer is valid for the September 2023 -April 2024. Intake is ongoing.
Reporting date is 14th September 2023.

If you accept the offer, please sign on the space provided overleaf and return this letter together with a copy of your academic certificates & results slip to enable the College to process your admission.

Kindly pay **ksh.3000/** as commitment of acceptance of offer by **25th August 2023** which will be part of the school fees for 1st term to the college account given overleaf. In the event you fail to report, the fee is not refundable. For any inquiry, call the office through **0720 312 021** or call the principal through **0701 508 305** or email us on; ptcrubatecollege@gmail.com before the reporting date.

The offer is made on the basis of your KCSE qualifications and is subject to the verification of your results by the College upon your acceptance.

Please find the fees structure for the various courses on offer at the back of this letter. For more information and details on other courses contact the above mobile numbers.

I look forward to welcoming you to the College.

Yours Sincerely,

MR MUKUNDI. S. M
PRINCIPAL/CEO

1. ACCEPTANCE OF OFFER

I, _____, do accept the offer for admission to the _____ course at Presbyterian College Rubate

2. PERSONAL DETAILS

SURNAME:		FIRST NAME:		OTHER NAMES:	
POSTAL ADDRESS:		POSTAL CODE:		TOWN/CITY:	
GENDER:		DATE OF BIRTH:		ID/PASSPORT NO. (if any)	
APPLICANT'S TEL. NO:		PARENT'S TEL. NO:		FORMER HIGH SCHOOL:	
PROGRAMME OF STUDY:					
APPLICANT'S CONTACT..... SIGNATURE:.....			EMAIL ADDRESS:.....		

3. ALL FEES IS PAYABLE TO:

PRESBYTERIAN TEACHERS' COLLEGE - RUBATE

BANK: CO-OPERATIVE BANK

BRANCH: CHUKA

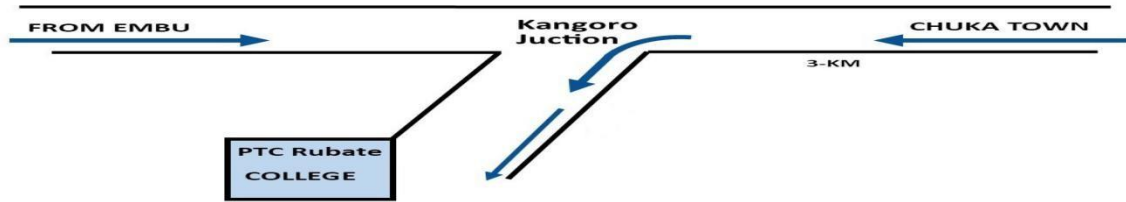
College Account No 011 2905 763 9300

a). Parents/Guardians may prepare a **BANKERS CHEQUES** or **MONEY ORDERS**, payable to the College.

Or LIPA NA M-PESA Playbill No. 400222 – Account No. 630#ADM No. – Name - Amount

(b). The college does not accept cash payment or personal cheques.

4. DIRECTION TO RUBATE COLLEGE



- ❖ If driving, from Embu direction, turn right at Kangoro junction.
- ❖ Matatus to PTC-Rubate available at Chuka Town.

5. COURSES ON OFFER

DIPLOMA IN EARLY CHILDHOOD TEACHER EDUCATION, UPGRADING OF P1 & ECDE CERTIFICATE AND DIPLOMA IN SPECIAL NEED EDUCATION

S / N O	Course	Exam Body	Entry requirement	Duration	Mode Of Study	Month/Year
1	Diploma in primary Teacher Education (DPTE)	KNEC	K.C.S.E- C Plain	3 Academic Years	Full time	Sept-Jan 2023/2024
2	Diploma in Early Childhood Teacher Education Course (DECTE)	KNEC	K.C.S.E- C Plain	3 Academic years	Full Time	Sep-Jan 2023/2024
3	Upgrade of P1 Certificate to Diploma (UDPTE)	KNEC	KNEC P1 Certificate and TSC NO	4 Academic terms	Full Time/School Based	Sept and Dec 2023
4	Upgrade of ECDE Certificate to Diploma (UDECTE)	KNEC	ECDE Certificate TSC NO.	5 terms, academic terms	Full Time/School Based	Sept 2023 and Dec
5	Diploma in special Need Teacher Education [SNE]	KNEC	P1 /ECDE KNEC certificate, Grade C[plain]in KCSE, TSC NO.	2 academic years	School Based	Dec 2023 and April 2024

6. FEES STRUCTURE FOR DPTE, DECTE, UDECTE AND UDPTE

		YEAR 1			YEAR 2			YEAR 3		
	VOTE HEAD	TER M 1	TER M 2	TER M 3	TER M 4	TER M 5	TER M 6	TER M 7	TERM 8	TERM 9
1	PERSONNEL EMOLUMENT	16000	16000	16000	16000	16000	16000	16000	PRACTICUM	PRACTICUM
2	T.E.S	300	300	300	300	300	300	300		
3	ACCOMODATIO N	2500	2500	2500	2500	2500	2500	2500		
4	MEDICAL FEES	1500	1500	1500	1500	1500	1500	1500		
5	CATERING	7500	7500	7500	7500	7500	7500	7500		
6	DEVELOPMENT	1000	1200	1200	1200	1200	1200	1200		
7	INTERNET	200	200	200	200	200	200	200		
8	ACTIVITY FEES	500	500	500	500	500	500	500		
9	ADMISSION FEES	1000	-	-	-	-	-	-		
10	STUDENT ID	500	-	-	-	-	-	-		
	TOTAL	31000	29700	29700	29700	29700	29700	29700		

SNE FEES STRUCTURE

	YEAR 1			YEAR 2		
VOTE HEAD	SESSION 1	SESSION 2	SESSION 3	SESSION 4	SESSION 5	SESSION 6
Tuition	17500	17500	17500	17500	17500	17500
Medical	1500	1500	1500	1500	1500	1500
Internet fees	200	200	200	200	200	200
Catering	5500	5500	5500	5500	5500	5500
Admission fee and I.D	1500	-	-	-	-	-
Research fees	800	800	800	800	800	800
TOTAL	27,000	25500	25500	25500	25500	25500

NB: KNEC Examination and practicum fees will be paid in addition to the above when required.

7. THE FOLLOWING MUST BE PRESENTED AT THE REGISTRATION DESK.

1	Two (2) recent passport size photographs.	4	Original KCSE Certificate/ Result Slip
2	Photocopy of KCSE Certificate/ Result Slip/TSC Registration .Certificate	5	Photocopy of National Identity Card
3	Admission Letter	6	College Fees as indicated below.

OTHER REQUIREMENTS

STATIONERY/EQUIPMENT FOR ALL COURSES

3 Spring Files
2 Reams of Printing papers
2 Realms of Ruled papers
Golden Bells.
Bible - Revised Standard Version/good News

BOARDING

The College will provide a bed, a mattress and a balanced diet. However, the student should bring the following: Two blankets, a towel, 2 bed sheets, bedcover, bucket, plate spoon, cup, mosquitoes net for single bed, personal effect and enough upkeep.

(All students should be dressed decently)

DECTE and DPTE applicants should bring along black leather shoes, blue rubber or canvas shoes for P.E and a P.E kit of the following description:

Men	Ladies
a).Navy blue trouser and sweater, and a white shirt	a) Navy Blue Skirt and sweater and a white blouse
b). Track Suit-(Navy Blue Royal Shining/Soft material)	b) Track Suit (Royal Navy Blue Shinning/ Soft material)
c).T-Shirt-(Light Blue) with college logo	c) T-Shirt-(Light Blue) with college logo
d) .Shorts-(navy blue)	

8. DISCIPLINE

The PCEA started this Christian College with the aim of training capable, effective, morally upright and ethical professionals. At the end of the course, it is expected that you shall be

technologically savvy and impact on others with positive values gained. The core values are **Integrity, Honesty Professionalism, Team Spirit and Christian Witnessing.**

Attached is the college guiding rules. Read them, understand them and append your sign as a testimony of having accepted to abide by them.

9. COLLEGE GUIDING RULES

- 1, all students are expected to be punctual to all college functions and activities as required.
2. Class attendance is compulsory for all students.
3. Halls of residents (rooms inclusive) for men are out of bound for women and vise versa.
Kitchen is out of bound except for officials of the dining hall.
4. Cleanliness must be maintained at all times
5. Consumption of prohibited drugs may lead to exclusion.
6. Unauthorized visitors are not allowed in the halls of residence.
- 7 Roll calls are compulsory for all students who should sign their presence during official roll call.
8. Staff houses are out of bounds to all students.
9. Permission to leave college shall be granted when necessary
10. The college does not provide special diet.
11. Use of common sense
12. All students will be required to read and understand PTC-Rubate students Handbook

Note:

1. All students will undergo a medical test in the College Healthy facility at a cost of Kshs, 1500/.
2. This fee structure may be reviewed from time to time due to economic circumstances.
3. All students are expected to have NHIF cover or present a copy of parent's NHIF card during admission. The college will in no way cover the medical expenses of the students.
4. All students will be issued with a student hand book at a cost of sh.250/-.
5. All students are advised to have a smart mobile phone.

10. DECLARATION BY THE STUDENTS

I _____ ID _____

DECLARE THAT I WILL ABIDE BY ALL COLLEGE RULES AS PROVIDED.

SIGNATURE _____ **TEL. NO** _____

NAMES OF GUARDIAN _____ **TEL.NO** _____

FOR OFFICIAL USE ONLY

Admission Officer: Sign _____ **Date** _____