

# MITUNGUU TECHNICAL TRAINING INSTITUTE



COMPETENCY IN SKILLS TRAINING  
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## NEWSLETTER

**Dear Parent/Guardian/Sponsor,**

I greet you all in the name of the Lord. Thank you for the support and cooperation you have accorded to this Institution.

Kindly take note of the following important communication: -

### **1. Opening Dates**

The Institute will open on **Monday 8<sup>th</sup> January, 2024**. All trainees are expected to report back to the system before this date. Any trainee who will not report on the scheduled date, should communicate via [registrar@mitunguutechnical.ac.ke](mailto:registrar@mitunguutechnical.ac.ke). Indicating the **Name, Admission Number** and giving a **genuine reason for absenteeism and expected date of reporting**. Evidence of absenteeism must be provided.

### **2. Higher Education Funding/Scholarship and HELB Loan Application**

Trainees to log in to [www.hef.co.ke](http://www.hef.co.ke) to apply for government funding/HELB Loans. The deadline for application is **31<sup>st</sup> December, 2023**.

**NB:** Those who will not have successfully applied for the same will be required to pay the full tuition fee of **Ksh 67,129** per year.

### **3. Examination Registration for March 2024 Series**

Trainees who are due to sit for exams in March 2024 are expected to submit their exam registration documents to the examinations Office before and pay the full examination fees.

### **4. Class Attendance**

All trainees are expected to attend all lessons as per the timetable in accordance with the examining bodies requirements and Mitunguu TTI academic Policy. In order to be allowed to sit for the final examinations, a trainee must attain at least 75% class attendance, sat for all Continuous Assessment Tests (C.A.T.s), submitted all class assignments and completed all the project tasks.

End of Term 3 2023 academic year results will be available in the institutes portal from 5th December 2024.

**5. Training Requirements**

To facilitate training, trainees are expected to have certain items according to their respective courses. They include, Scientific Calculators, T-Squares, Dust Coats, Overalls, Safety Boots. Kindly confirm the items required by the trainee from our website;

[www.mitunguutechnical.ac.ke](http://www.mitunguutechnical.ac.ke)

**6. Accommodation**

The Institute has negotiated for accommodation with the tenants at affordable rates.

*Let me take this opportunity to wish you all Blessed Holidays and a Happy New Year 2024.*



*Thank you.*

Lucy Mukiri Anampiu (Mrs)  
**Principal/BoG Secretary**