TVET STANDARD

TVET Standard — Admission in TVET Programmes — Requirements and guidelines

REVISION OF TVET STANDARDS

In order to keep abreast of progress in industry, TVET Standards shall be regularly reviewed. Suggestions for improvements to published standards, addressed to the Director General, Technical and Vocational Education and Training Authority are welcome.

TVET STANDARD

TVET Standard — Admission in TVET Programmes — Requirements and guidelines

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Foreword

Development of the Technical and Vocational Education and Training (TVET) Standards has been necessitated by the need for establishing requirements governing quality of training services in the TVET sector. It is envisaged that through standardization, service delivery disparities that are encountered when services are rendered within the TVET sector will be removed.

Technical and Vocational Education and Training Authority (TVETA) has established a Technical Standards Committee mandated to develop standards through consultations with stakeholders and Kenya Bureau of Standards (KEBS). The Committee is composed of representatives from the TVETA Standards Development Department, public and private sector organizations in the TVET sector.

TVET Standards are developed through a Technical Committee in consultation with key stakeholders and professional experts representing government, regulatory and professional bodies, curricula development and assessment agencies, academia, consumer groups, public and private colleges, universities and other interested parties.

Draft TVET Standards are circulated to stakeholders. The comments received are discussed and incorporated before finalization of the standards, in accordance with the principles and procedures for development of training Standards. Once finalized, the public are then notified through Government gazette.

TVET Standards are subject to review from time to time. Users of the TVET Standards are therefore expected to ensure that they always have the latest versions of the standards they are implementing.

Attention is drawn to the possibility that some of the elements of this document may be subject to patent rights. TVETA shall not be held responsible for identifying any or all such patent rights.

During the development of this standard, reference was made to the following documents:

Sessional Paper No. 1 of 2019.

TVET Act, CAP 210A.

TVET Regulations 2015.

Acknowledgement is hereby made for the assistance derived from these sources.

TVETS 17:2025

Contents

TVETS 17:2025

Introduction

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TVETS 13:2024

TVET Standard — Admission in TVET Programmes — Requirements and guidelines

1   Scope

This TVET Standard prescribes requirements and guidelines applicable to TVET institutions and TVET trainees placement agency. Further, applicable to curriculum developers in prescribing entry behaviour for specific curriculum. QAIs when registering trainees for competence assessment for qualification certification. It will also apply to cases of occasional trainees' inter-institution and interdepartmental Transfer.

2   Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

TVET Act, CAP 210A

Kenya National Qualification Framework Act, CAP 214

Data Protection Act, 2019

TVETS 01, *Competency-Based Education Training and Assessment (CBETA) — Requirements and guidelines*

TVETS 11, *Career development — Requirements and guidelines*

TVETS 12, *Inclusion and safeguarding in TVET — Requirements and guidelines*

3   Terms definitions and abbreviations

For the purposes of this document, the following terms, definitions and abbreviations apply.

3.1   Terms and definitions

3.1.1

Bridging course

a short course intensive remedial course designed for admitted trainees/students who do not fulfil the minimum academic entry requirements to enter a particular programme

3.1.2

Deferment

refers to the procedures that allow trainees to postpone their admission or studies for a given time/period due to valid and justifiable reasons with an intention of resuming at a later date.

3.1.2

entry requirements (admission requirements)

refer to the criteria or qualifications a trainee needs to meet to be considered for and accepted into a specific TVET programme or institution

3.1.3
Discontinuation

refers to the formal termination of a trainee's enrolment from a TVET institution

3.1.4
Re-admission

focuses on the procedures that govern the return of trainees who had previously deferred or were discontinued from a TVET institution

3.1.5
Revocation

refers to formal cancellation or withdrawal of trainee's acceptance into a specific education program

3.2   Abbreviations and acronyms

KUCCPS   Kenya Universities and College Central Placement Services

TVET   Technical and Vocational Education and Training

TVETA   Technical and Vocational Education and Training Authority

4. Governance of admission to TVET programmes

4.1 General

4.1.1 Trainees shall be admitted to TVET institutions accredited by TVETA.

4.1.2 List of all registered TVET institutions and respective training programmes shall be accessed in the TVETA Website.

4.1.3 An accredited TVET institution shall maintain a list of approved training programmes in their website as per the issued TVETA training license.

4.1.4 TVET institution shall file with TVETA its disaggregated enrolment data in the prescribed format .

4.2 TVET programmes admission requirement

4.2.1 Minimum Entry requirements

4.2.1.1 The entry requirement shall promote fairness, accessibility, and alignment with the Kenya National Qualifications Framework (KNQF) while recognizing both formal and informal learning pathways.

4.2.1.2 Minimum entry requirements for every TVET programme shall be provided in line with:

a)   Kenya National Qualification Framework ;

b)   Gazetted TVET regulatory standards and guidelines; and

c)   Professional regulatory bodies guidelines, where they exist.

4.2.1.3 TVET programme subject clusters for minimum entry requirements shall be set up in line Professional regulatory guidelines where applicable.

4.2.1.4 Admission to the specific TVET programme shall be open to all persons who have met minimum requirements in accordance with Annex A.

4.2.1.5 A TVET institution may admit trainees of a minimum age limit of 13 years and in compliance with Employment Act CAP 226 and Industrial Training Act CAP 237.

4.2.2 Entry Through Recognition of Prior Learning (RPL)

4.2.2.1 For individuals who have acquired knowledge and skills through informal, non-formal, or experiential learning, admission shall be granted through the RPL pathway.

4.2.2.2 RPL shall be conducted in accordance with TVETS 02.

4.2.2.3 Successful RPL candidates shall be admitted into a programme level subject to attainment of entry requirements as per KNQF.

4.2.3 Credit Transfers

4.2.3.1 Credit transfers shall be accepted for purposes of trainee progression and recognition of prior learning in line with the National KCATS.

4.2.3.2 Credit transfers shall only be accepted from accredited institutions and programmes;

4.2.3.3 A TVET institution shall document internal procedures and guidelines for credit transfer in line with National KCATS standard.

4.2.3.4 Credit transfers shall be permitted up to a maximum of 49% of the core course units for similar programmes at the same level.

4.3 Admissions Committee

4.3.1 The Head of a TVET institution shall

a)   Constitute the institutional Admissions Committee that comprises of:

i.Deputy Principal

ii.Registrar,

iii.Dean of students,

iv.Heads of respective academic departments,

v.Quality Assurance officer.

b) Appoint Deputy Principal to be the chair and the Registrar to be the secretary of the Admissions Committee.

4.3.2 The roles of the institutional Admissions Committee shall be determined by the appointing authority and include but not limited to:

a) verifying and confirming the minimum admission requirements as specified in the respective regulations and competency-based curriculum for the various TVET programmes;

b) submitting them to the institutions governing body (Council or Board of Governors) for approval;

c) Publishing the approved minimum admission requirements on various platforms.

d) Verifying and evaluating all the received applications against set criteria.

e) Recommending applicants for approval by the institution's governing body

f) Communicating to applicants and respective academic departments.

g) Resolve admission disputes;

h) Revoking admissions; and

i) Maintaining admissions records.

4.4 Institutional admission Policy

4.4.1 A TVET institution shall develop institutional admission policy that shall address issues that include but not limited to:

a) Eligibility criteria

b) Application process

c) Selection criteria

d) Verification criteria

e) Notification of admission

f) Confidentiality and data protection

g) Registration and enrolment

h) Deferment

i) Discontinuation

j) Re-admission

k) Appeal and grievances

l) Clearance

m) Internal / external transfers

n) Policy implementation

o) Policy Review

4.4.2 The admission policy shall

    a) Align with relevant existing national policy and regulatory requirements.

    b) promote inclusivity in terms of gender, disability, vulnerable, and disadvantaged group.

5. TVET admission process

5.1 Mode of application

Admission for TVET programmes shall be based on application through:

    a) Kenya Universities and College Central Placement Services (KUCCPS); or

    b) Directly applying to TVET institution.

5.2 Selection process

A TVET institution shall

    a) conduct selection of applicants as per programme eligibility requirements.

    b) ensure equity in selection of applicants regardless of gender, disability, ethnicity, religion, or economic status.

    c) notify applicants of their admission.

5.3 Registration

5.3.1 Registration of trainees shall be carried out at the beginning of each training period.

5.3.2 Trainees shall be required to submit the official letter of offer of Admission together with the certified copies of academic certificates and testimonials at the time of registration.

    a) The name of a trainee shall be as it appears in the national Identification card or Passport where there is conflict, in the same way as they appear in the certificates of national examinations.

    b) The same names shall appear and be used in the same order in all official records and in the final certificates.

5.4 Admission Requirements for Foreign Trainees

5.4.1 A foreign trainee seeking admission into a TVET institution shall be required to provide the following:

    i. Admission letter from the respective TVET institution;

    ii. A copy of the applicant's valid national passport;

    iii. Evidence of academic Qualifications including:

        a) Certified copies of academic certificates and transcripts.

        b) Letter of recognition and equation from TVETA for foreign qualification(s).

    iv. Proof of proficiency in English;

    v. Proof of sufficient funds to cover tuition and living expenses.

vi. Medical clearance

vii. Valid health insurance coverage for the duration of training.

5.4.2 Upon receiving the admission letter, trainee shall apply for a Student Pass, which is mandatory for all foreign students studying in Kenya, as prescribed by the Directorate of Immigration Services.

5.4.3 All documents in foreign languages shall be translated into English by the respective Embassy, a Public Notary, or an authorized/recognized institution.

5.5 Admission to the KS-TVET

5.5.1 A trainee shall be eligible for admission if he/she holds a minimum qualification of KNQF level 5 or its equivalent

5.5.2 Applications for admission shall be submitted in accordance with the procedures and requirements set out by the Kenya School of TVET.

5.6 Admission Records

5.6.1 A TVET institution shall maintain admission registry containing but not limited to the following records for each trainee:

a) An application form submitted by the applicant;

b) A duly filled and signed admission form as prescribed by the institution;

c) Academic Documents including:

    i) Certified Copies of Academic Transcripts and Certificates,

    ii) Letter of Equation and Recognition for foreign qualifications.

d) Medical Records including:

    i) A recent medical report form completed by a licensed medical practitioner.

    ii) Disability Identification Card for PWDs

    iii) valid health insurance cover.

e) Personal Identification Documents including:

    i) National Identification Card and/or Birth Certificate

    ii) Valid Passport for International Trainees.

f) Biographical Data.

g) Recent colored passport-size photographs.

h) Fees payment records

i) Consent and Commitment Forms:

    i) A signed document where the trainee agrees to abide by the institution's rules and regulations.

    ii) Signed consent from a parent or guardian for trainees under the age of 18.

5.6.2 TVET Institution shall maintain a centralized and secure system for managing trainees' admission records, ensuring compliance with the Data Protection Act.

5.7 Trainee induction

A TVET Institution shall induct trainees on admission in areas that include but not limited to:

a) Institution's mission, vision and core values

b) Rules and regulations

c) Career development advisory

d) Available trainee support services that include scholarships, guidance and counselling, support for PWDs and mentorship programs.

e) Institution's training methodologies and course structure

f) Assessment and certifications of the course

g) Academic progression

5.8 Multicultural Support in Admission

To promote cultural diversity, equity, and inclusion in admissions, a TVET institution may:

a) Design admission outreach that targets minority or marginalized communities.

b) Avail basic admission information in English, Kiswahili, and local languages where needed

c) Allow for translated admission materials (application forms, brochures, interview guides).

d) Offer placement or bridging courses for applicants with limited proficiency in the language of instruction.

e) Allow alternative documentation for applicants from conflict areas such as affidavits or community verification.

6. Trainee Transfer

A TVET institution shall establish intra-institutional and inter-institutional trainee transfer guidelines.

6.1 Intra-Institutional Transfers

A TVET institution shall approve intra-institutional transfers based on:

a) Eligibility of the trainee

b) Credit transfers requirements where applicable

c) Availability of a vacancy based on TVETA approved enrolment for the programme of interest.

6.2 Inter-institutional transfers

6.2.1 A trainee seeking inter-institutional transfer shall obtain a letter of acceptance from the receiving institution.

6.2.2 A releasing TVET institution shall:

a) approve inter-institutional transfers if a recipient institution is accredited.

b) Verify that the target programme is comparable in content, level, and credit hours

c) Provide a trainee with official academic transcripts and relevant documentation.

6.2.3 The receiving institution shall:

a) Verify the trainee's academic records.

b) Award credit transfers where applicable.

c) Admit trainee into the requested programme.

d) Communicate trainee's transfer to KUCCPS as applicable.

Note: A trainee should not be transferred during the examination/assessment period.

6.3 Transfer Appeals

A TVET institution shall put in place mechanisms to address transfer appeals.

7. Deferment

7.1 Eligibility for deferment

7.1.1 A trainee may apply for deferment if he/she is unable to continue with their studies due to but not limited to:

i. Medical conditions supported by a certified medical practitioner

ii. Financial hardship

iii. Family or personal emergencies

iv. Employment obligations for working trainees.

v. National service or civic duty

vi. Other exceptional circumstances deemed acceptable by the institution

7.1.2 A trainee shall not be eligible for a deferment due to personal convenience or dissatisfaction with a programme.

7.2 Duration of deferment

A TVET institution shall:

i. Determine deferment duration depending on the course availability at the level of deferment.

ii. Determine extension of deferment period, after which the trainee shall have to reapply afresh.

iii. Set the maximum number of deferments after which the trainee shall reapply afresh for the programme.

7.3 Application Process for deferment

7.3.1 A trainee shall apply for deferment before the start of the training period.

> *NOTE: Deferment request after commencement of training may be considered under exceptional circumstances.*

7.3.2 A trainee shall submit a formal request that shall include;

a) Reason for deferment

b) Proposed deferment period indicating start and ending date

c) Supporting documentation

7.3.3 TVET institution shall

a) assess the validity of the submitted request and supporting documents for approval.

b) communicate the decision to the trainee's request for deferment in writing. This may include;

   i) Approved deferment - The trainee shall be informed of the new start date or the continuation of the programme after the deferment period.

   ii) Denied Deferment -The trainee may be allowed to appeal or directed to alternative solutions

NOTE: Academic progress made before the deferment shall remain valid.

8. Discontinuation

8.1 Institutional discontinuation procedure

A TVET institution shall develop institutional discontinuation procedure that shall address issues that include but not limited to:

a) Issuance of warning notice to a trainee at risk of discontinuation outlining the reasons.

b) conduct an investigation

c) Approval of discontinuation cases

d) appeal mechanisms

e) re-admission

8.2 Grounds for discontinuation(involuntary)

TVET institution shall discontinue a trainee from a given programme due to but not limited to the following:

a) falsification of academic records

b) Failure to meet the minimum training standards.

c) Disciplinary issue.

8.3   Grounds for discontinuation (Voluntary)

A trainee may discontinue from a training programme due to but not limited to the following:

   i.   Change in career path

  ii.   Transfer to another institution

 iii.   Family responsibility

 iv.   Personal health or safety related ground

v.   Financial constrains

Note   The institution may offer exit counselling.

9 Trainee Re-admission

A TVET institution shall allow for re-admission of the deferred and discontinued trainee as per institutitonal re-admission procedures.

10. Quality Assurance

10.1 Internal quality assurance

10.1.1 A TVET institution shall establish, mainstream and institutionalize internal quality assurance mechanisms for admissions.

10.1.2 The institution's IQA committee shall conduct regular quality audits on implementation of admission policy

10.1.3 The institution shall prepare and disseminate internal quality audit reports.

10.2 External Quality Assurance

10.2.1 External quality assurance shall be conducted by TVETA and professional regulatory bodies where applicable.

10.2.2 External quality audit reports shall be prepared and disseminated to stakeholders.

Annex A
(normative)

Mechanical engineering related TVET programmes

This includes the following programmes:

1. Automotive

2. Plant

3. Production

4. Construction Plant

5. Welding and Fabrication

6. Air Flames and Engines

7. Air Conditioning and Refrigeration

8. Material and Metallurgy

9. Agricultural Engineering

10. Rigging

KNQF LEVEL	ENTRY REQUIREMENTS
3	a) Kenya certificate of primary education (KCPE), Kenya Junior Secondary Education Assessment (KJSEA)/grade 9 Or b) Completion of other KNQF level 2 in related field Or c) Any other qualification equivalent as determined by TVETA.
4	a) Kenya Certificate Of Basic Education (KCBE), Kenya Certificate Of Secondary Education (KCSE), KCE Div. IV, Or b) Completion of KNQF level 3 in related field Or e) Any other qualification equivalent as determined by TVETA.
5	a) Kenya Certificate of Basic Education (KCBE), Kenya Certificate Of Secondary Education (KCSE) D(plain) maths D- physics/chemistry D- its equivalent, KCE Div. III, Or b) Completion of KNQF level 4 in related field Or

	e) Any other qualification equivalent as determined by TVETA.
6	a) Kenya Certificate of Secondary Education (KCSE) mean grade C- (minus) maths D+ physics/chemistry D+ or its equivalent, Kenya certificate of basic education (KCBE), or KCE Division II, Or b) KACE 1 Principal and 1 Subsidiary Or c) KNQF level 5 certificate in related field Or e) Any other qualification equivalent as determined by TVETA.
Entry requirements by unit of competency	• Have applied for the unit • Have completed prerequisite modules or units • Demonstrate relevant prior knowledge and skills through RPL • Have documented industry experience aligned to the unit outcomes
Recognition of Prior Learning (RPL)	The institution shall conduct structured RPL assessments which may include BUT NOT LIMITED TO: • Portfolio reviews • Practical demonstrations • Oral interviews

Building & civil engineering related TVET programmes

COURSE NAME	LEVEL	MINIMUM QUALIFICATION
HND Civil Engineering	7	Level 6 qualification certificate or Equivalent qualifications as determined by Kenya National Qualifications Authority (KNQA)
Building Technology/Quantity survey/Architecture/Interior Design/	6	KCSE mean Grade C- Mathematics /Physics (D+) or bridging certificate with KNEC OR Level 5 qualification certificate or Equivalent qualifications as determined by TVETA
Civil Engineering/Water engineering technology/wastewater and sanitation engineering technology/Irrigation and drainage engineering technology/Highway Engineering	6	KCSE mean Grade C- Mathematics /Physics (D+) or bridging certificate with KNEC OR Level 5 qualification certificate OR Equivalent qualifications as determined by TVETA
Land surveying	6	KCSE mean Grade C- Mathematics (D+), English (D+) OR Level 5 qualification certificate OR Equivalent qualifications as determined by TVETA
Cartography &GIS	6	KCSE mean Grade C-

COURSE NAME	LEVEL 5	MINIMUM QUALIFICATION
		Geography (D+) OR Level 5 qualification certificate in Land Survey OR Equivalent qualifications as determined by TVETA
Building Technology/ Architecture/Interior Design/ concrete technology/ Road construction	5	KCSE mean Grade D (Plain) Mathematics /Physics (D plain) or bridging certificate with KNEC OR Level 4 qualification certificate OR Equivalent qualifications as determined by TVETA
Water engineering technology/wastewater and sanitation engineering technology/Irrigation and drainage engineering technology/ plumbing/	5	KCSE mean Grade D Mathematics /Physics (D) or bridging certificate with KNEC OR Level 4 qualification certificate OR Equivalent qualifications as determined by TVETA
Land surveying	5	KCSE D Plain Mathematics (D plain) OR Equivalent qualifications as determined by TVETA
COURSE NAME	LEVEL	MINIMUM QUALIFICATION
Masonry/Carpentry& Joinery /Plumbing/	4	KCSE E OR KCBE OR

		KNQF Level 3
Masonry/Plumbing/Carpentry & joinery	**3**	KCPE OR KJSEA OR KCSE OR KCBE OR KNQF level 2 qualifications

Biomedical engineering TVET programmes

KNQF Level	Admission Requirements
LEVEL 5	1. KCSE Mean Grade D+(plus) or equivalent qualification with a cluster subject of minimum grade of; D – (minus) in mathematics, biological science(biology) and physical science (physics or chemistry)
LEVEL 6	2. KCSE Mean Grade C -(minus) or equivalent qualification with a cluster subject of minimum grade of; D + (plus) in mathematics, biological science(biology) and physical science (physics or chemistry). OR Competent or pass certificate in biomedical engineering level 5 from approved Qualifying Awarding Institution (QAI) or its equivalent

Marine related TVET programmes

MARINE ENGINEERING	
LEVEL	**ENTRY REQUIREMENTS**

4	A trainee entering this course should have any of the following minimum requirements:
	
	   a) Kenya Certificate of Secondary Education Grade E
	Or
	   b) Sea time experience of not less than 3 months and attaining continuous discharge certificate from Kenya Maritime Authority (KMA).
	Or
	   c) KNQF Level 3 certificate in Mechanical courses or electrical courses.
	Or
	   d) Equivalent qualifications as determined by TVET Authority

5	A Trainee entering this course should have any of the following minimum requirements:
	
	   a) Kenya Certificate of Secondary Education (KCSE) mean grade D (Plain) with a D plain in Mathematics and D Plain in any science.
	Or
	   b) Marine Engineering Level 4 (Rating Forming Part of an Engineering Watch).
	Or
	   c) Equivalent qualifications as determined by TVET Authority.

6	**Entry Requirements** A Trainee entering this course should have any of the following minimum requirements: a) Kenya Certificate of Secondary Education (KCSE) mean grade C- (minus) with a C- (minus) in Mathematics and C- (minus) in Physics. Or b) Marine Engineering Level 5 certificate Or c) Equivalent qualifications as determined by TVET Authority
NAUTICAL SCIENCE	
LEVEL	**ENTRY REQUIREMENTS**
4	A Trainee entering this course should have any of the following minimum requirements:

	a. Kenya Certificate of Secondary Education (K.C.S.E.) Mean Grade of E
	Or
	b. Sea time experience of not less than 3 months and attaining continuous discharge certificate from Kenya Maritime Authority (KMA).
	Or
	c. Level 3 certificate in a mechanical or electrical engineering.
	Or
	d. Equivalent qualifications as determined by TVET Authority
5	A Trainee entering this course should have any of the following minimum requirements:
	a) Kenya Certificate of Secondary Education (KCSE) D Plain with a D plain in Mathematics and a D plain in any science.
	Or
	b) Nautical science Level 4 certificate
	Or
	c) Any equivalent qualifications as determined by TVET Authority.
6	a) Kenya Certificate of Secondary Education (K.C.S.E.) with a minimum mean grade of C- (minus) with a C- (minus) in Mathematics and a C- (minus) in Physics.
	Or
	b) Level 5 certificate in Nautical Science.
	Or
	c) Equivalent qualifications as determined by TVET Authority.

Mining technology TVET programmes

COURSE	LEVEL	ENTRY REQUIREMENTS
Drill- rig Operator	4	c) Kenya certificate of basic education (KCBE), Kenya certificate of secondary education (KCSE), KCE Div. IV, Or b) Any other foreign qualification equivalent as determined by TVETA.
Artisanal and Small-Scale Gold Miner	5	c) Kenya certificate of basic education (KCBE equivalent of (KCSE) D (plain), Kenya certificate of secondary education (KCSE) D (plain) or its equivalent, KCE Div. III, Or d) Completion of KNQF level 4 in related field Or c) Any other foreign qualification equivalent as determined by TVETA.
Mine Health and Safety Officer	5	a) Kenya certificate of basic education (KCBE equivalent of (KCSE) D (plain), Kenya certificate of secondary education (KCSE) D (plain) or its equivalent, KCE Div. III, Or b) Completion of KNQF level 4 in related field Or c) Any other foreign qualification equivalent as determined by TVETA.
Mining Technology	6	d) Kenya certificate of basic education (KCBE equivalent of (KCSE) mean grade C- (minus), Kenya Certificate of Secondary Education (KCSE) mean grade C- (minus) or its equivalent, or KCE Division II, Or e) KACE 1 Principal and 1 Subsidiary Or f) KNQF level 5 certificate in related field Or e) Any other foreign qualification equivalent as determined by TVETA.

	ENTRY IN A UNIT OF COMPETENCY	• Have applied for the unit
		• Have completed prerequisite units
		• Demonstrated relevant prior knowledge and skills through RPL
		• Have documented industry experience aligned to the unit outcomes
	ENTRY THROUGH RECOGNITION OF PRIOR LEARNING (RPL)	The institution shall conduct structured RPL assessments which may include BUT NOT LIMITED TO:
		• Portfolio reviews
		• Practical demonstrations
		• Oral interviews

Computing and Informatics TVET programmes

Level	Program Title	KNQF Level	Entry Requirements
Level 3	Information Communication Operator	Level 3	- Kenya Certificate of primary Education (**KCPE**), Kenya Junior School Education Assessment (**KJSEA/Grade 9**) OR - Any other equivalent qualification as determined by **TVETA** OR - Completion of other **KNQF** level 2 qualification in a related field.
Level 4	Information Communication Operator Network System Operator Computer and Mobile Repair Optical and Microwave Transmission Radio Access Network Technology	Level 4	- Kenya Certificate of Secondary Education (KCSE) mean grade **E, KCE Div. IV** OR - Kenya Certificate for Basic Education **(KCBE/Grade 12)** OR - Completion of **KNQF Level 3** Qualification in a related field.
Level 5	ICT Technician Cyber Security Graphic Design Animation and Digital Media Network System Technician Software Developer	Level 5	- Kenya Certificate of Secondary Education (KCSE) mean grade **D (Plain), KCE Div. III** OR - Kenya Certificate for Basic Education **(KCBE/Grade 12)** OR - Completion of **KNQF level 4** Qualification in a related field. OR - Its equivalent as may be determined by **TVETA.**

Level 6	Information Communication Technologist	Level 6	-Kenya Certificate of Secondary Education (KCSE) mean grade **C-(minus), KCE Div. II, KACE I Principal and 1** Subsidiary
	Computer Science		
	Artificial Intelligence		OR
	Software Developer		- Kenya Certificate for Basic Education **(KCBE/Grade 12)**
	Network System Administrator		OR
	Cyber Security		- Completion of **KNQF level 5** Qualification in a related field.
	Graphic Design		OR
	Animation and Digital Media		- Its equivalent as determined by **TVETA**
			Cluster:
			- D in Mathematics
Entry Requirements by Unit of Competency	- Birth Certificate - Have applied for the unit - The pre-requisite units of the knowledge to be determined as per the level and field of the micro-credential in question - Demonstrate relevant prior knowledge and skills through **RPL** - Have documented industry experience aligned to the unit outcomes		
Recognition Of Prior Learning (RPL)	The institution shall conduct structured RPL assessments which may include BUT NOT LIMITED TO: - Portfolio reviews - Practical demonstrations - Oral interviews		

Fashion design, footwear and cosmetology TVET programmes

This includes the following programmes:

Fashion design

1. Fashion design level 3

2. Fashion design level 4

3. Fashion design level 5

4. Fashion design level 6

Footwear production

1. Footwear production level 3

2. Footwear maker level 4

Cosmetology

1. Cosmetology level 3

2. Cosmetology level 4

3. Cosmetology level 5

4. Cosmetology level 6

KNQF Level	Qualification Description	Minimum Entry Requirements
3	Skills Certificate II(SC II)Trade Test II(TT II)/ Vocational Training Certificate II(VTC II)/Semi-Skilled Operator qualifications	KCPE, Kenya junior school,
4	Artisan Certificate/Vocational Training Certificate III(VTC III)/Skilled Operator, GTT-1 qualifications	KCBE qualification, KCSE, KCE Div IV, or completion of KNQF level 3

5	Craft certificate/ Vocational Training Certificate IV(VTC IV)/ Master-craft Person III/Advanced Operator qualifications	KCBE, KCSE D(plain), KCE Div III or equivalent qualifications or completion of KNQF level 4
6	Diploma certificate/ Technicians/master Craft Person II Qualifications	KCBE, KCSE C-(Minus) or KCE division III, KACE 1 Principal and Subsidiary or General Certificate of education (Advanced level) UK, or equivalent qualifications or completion of KNQF Level 5
NOTE 1 Prior Learning shall be considered for entry at various levels after assessment for competence. NOTE 2 Special education shall be considered.		

Hospitality and tourism related TVET programmes

Level 6 courses

1. Catering and accommodation management
2. Food and beverage management
3. Tour and travel management

Level 5 courses

1. Catering and accommodation operations
2. Food and beverage operations
3. Tour and travel operations
4. Tour guiding

Level 4 courses

1. Accommodation operations
2. Baking
3. Bartending
4. Food production (cookery)
5. Food and beverage service
6. Wildlife tour guiding

Level 3 courses

1. Baking
2. Barista skills
3. Food and beverage service
4. Food production (cookery)
5. Mixology

KNQF Level	Qualification Description	Minimum Entry Requirements
6	Catering and Accommodation Manager Food and Beverage Manager Tour and Travel Manager	CSE C- (MINUS), KCE DIV III, KACE I PRINCIPAL AND 1 SUbSIDIARY OR GENERAL CERTIFICATE OF EDUCATION (ADVANCE LEVEL) UK OR AN EQUIVALENT QUALIFICATION OF KNQF LEVEL 5
5	Catering and Accommodation Operations Technician Food and Beverage Operations Technician	KCSE D (PLAIN), KCE DIV III OR EQUIVALENT QUALIFICATIONS OR COMPLETION OF KNQF LEVEL 4

	Tour and Travel Operator Tour Guide	
4	Accommodation Operations Attendant Baker Bartender Food Production Cook Waiter Wildlife Tour Guide	PRIMARY LEVEL QUALIFICATION, JUNIOR SCHOOL QUALIFICATION, KCSE E, KCE DIV IV OR COMPLETION OF KNQF LEVEL 3
3	Baker Barista Food Production Cook Mixologist Waiter	PRIMARY LEVEL QUALIFICATION, JUNIOR SECONDARY QUALIFICATION, KCSE E, KCE DIV IV OR COMPLETION OF KNQF LEVEL 3
NOTE Prior learning shall be considered for entry at various levels after assessment for competence		

Agriculture related TVET programmes

Horticulture production, Horticulture processing, Horticulture Technologist, Agriculture Extension, General agriculture Production, Animal Production, Poultry production, Apiculture, Aquaculture, Sheep Shearing, Agripreneurship, Dairy Production, Dairy Technology, Dairy Farm Management, Dairy Plant Management, Sustainable Agriculture for Rural Development, Environmental Technology, Livestock Feed Formulation, Climate Adaptive Agriculture, Agroforestry, Soil Science, Land Management or any other Agriculture classified courses that have no specific regulations.

LEVEL	ENTRY REQUIREMENTS
3	d) Kenya certificate of primary education (KCPE), Kenya junior secondary education assessment (KJSEA)/grade 9 Or e) Completion of other KNQF level 2 in related field Or f) Any other qualification equivalent as determined by TVETA.
4	d) Kenya certificate of basic education (KCBE), Kenya certificate of secondary education (KCSE), KCE Div. IV, Or e) Completion of KNQF level 3 in related field Or e) Any other qualification equivalent as determined by TVETA.
5	e) Kenya certificate of basic education (KCBE), Kenya certificate of secondary education (KCSE) D(plain) or its equivalent, KCE Div. III, Or f) Completion of KNQF level 4 in related field Or e) Any other qualification equivalent as determined by TVETA.
6	g) Kenya Certificate of Secondary Education (KCSE) mean grade C-(minus) or its equivalent, Kenya certificate of basic education (KCBE), or KCE Division II, Or h) KACE 1 Principal and 1 Subsidiary Or i) KNQF level 5 certificate in related field Or e) Any other qualification equivalent as determined by TVETA.
ENTRY REQUIREMENTS	• Have applied for the unit

BY UNIT OF COMPETENCY	• Have completed prerequisite modules or units • Demonstrate relevant prior knowledge and skills through RPL • Have documented industry experience aligned to the unit outcomes
RECOGNITION OF PRIOR LEARNING (RPL)	The institution shall conduct structured RPL assessments which may include BUT NOT LIMITED TO: • Interviews; and/or • Challenge examinations; and/or • Assignments or projects; and/or • Demonstrations of skills; and/or • Validation of previous qualifications; and/or • A combination of the above.

Animal health TVET programmes

LEVEL	ENTRY REQUIREMENTS
5	1. Kenya Certificate of Secondary School Education(KCSE) with an average mean grade of C minus(C-) and minimum of a C- in Biology or Biological Sciences or equivalent as determined by the KVB OR 2. Minimum of one year certificate with a credit pass in Range Management/Wildlife Health/Dairy Management/Animal Science/Animal Husbandry/Animal Production/Leather Technology/Agriculture or equivalent as determined by the KVB NOTE: For 2 Above an applicant must possess at least D (plain) in Biology in KCSE.
6	1. Kenya Certificate of Secondary Education (KCSE) with an aggregate of C and a grade of at least C in Biology or Biological Sciences and C- in Chemistry or Physical Science and C- in either Mathematics or Physics or Agriculture. OR 2. KCE/EACE with a Division II and at least a credit in Biology or Biological Sciences, Chemistry or Physical Sciences and a credit in either Mathematics, Physics or Agriculture. OR 3. Certificate in Animal Health and Production or Certificate in Animal Health and Range Management from Institutions recognized by KVB OR 4. Credit pass in at least a two-year certificate course in Agriculture/Animal Production/Animal Husbandry/Range Management/Wildlife Health/Dairy Technology or equivalent from institutions as determined by Kenya National Qualifications Authority (KNQA). NOTE: For **4** Above an applicant must possess at least D (plain) in Biology in KCSE.

Applied sciences related TVET programmes

S No	TRAINING PROGRAM	LEVEL	ENTRY / CLUSTER REQUIREMENT
1.	Analytical Chemistry	Level 6	Kenya Certificate of Secondary Education (KCSE) mean grade C- (minus) and D+ in Chemistry & D in Maths, Or D+ in Physical Sciences & D in Maths. Or Kenya Certificate of Basic Education (KCBE), Or Science Laboratory Technology - Level 5 (Competent), Or Craft Certificate in Science Laboratory Technology - (Pass), Or And any other equivalent qualification as may be determined by TVETA.
2.	Applied Biology	Level 6	Kenya Certificate of Secondary Education (KCSE) mean grade C- and D+ in Biology, or D+ in Biological Sciences. Or Kenya Certificate of Basic Education (KCBE), or Science Laboratory Technology - Level 5 (competent), Or

			Craft Certificate in Science Laboratory Technology - (Pass),
			Or
			And any other equivalent qualification as may be determined by TVETA.
3.	Industrial Chemistry	Level 6	Kenya Certificate of Secondary Education (KCSE) mean grade C- and D+ in Chemistry & D in Maths, Or D+ in Physical Sciences and D in Maths
			Or
			Kenya Certificate of Basic Education (KCBE),
			or
			Science Laboratory Technology - Level 5 (competent),
			Or
			Craft Certificate in Science Laboratory Technology - (Pass),
			Or
			And any other equivalent qualification as may be determined by TVETA.
4.	Petroleum Geoscience	Level 6	Kenya Certificate of Secondary Education (KCSE) mean grade C- and D+ in Chemistry & D in Maths/ Geography/Physics, Or D+ in Physical Sciences and D in Maths/ Geography/Physics.
			Or
			Kenya Certificate of Basic Education (KCBE),
			Or

			And any other equivalent qualification as may be determined by TVETA.
5.	Science Laboratory Technology	Level 6	Kenya Certificate of Secondary Education (KCSE) mean grade C- and D+ in Chemistry, D+ in Biology & D in Maths/ Physics or D+ in Physical Sciences and D+ in Biological Sciences & D in Maths Or Kenya Certificate of Basic Education (KCBE), or Science Laboratory Technology - Level 5 (competent), Or Craft Certificate in Science Laboratory Technology - (Pass), Or And any other equivalent qualification as may be determined by TVETA.
6.		Level 5	Kenya Certificate of Secondary Education (KCSE) mean grade D and D in Chemistry & D in Biology or D in Physical Sciences and D in Biological Sciences. Or Kenya Certificate of Basic Education (KCBE), Or

			And any other equivalent qualification as may be determined by TVETA.
7.	Food Science Technology	Level 6	Kenya Certificate of Secondary Education (KCSE) mean grade C- (minus) and D in Chemistry, Maths & Biology, Or D in Physical Sciences, Biological Sciences and Maths. Or Kenya Certificate of Basic Education (KCBE), Or Food Science Technology - Level 5 (competent), Or Craft Certificate in Food Science Technology - (Pass), Or And any other equivalent qualification as may be determined by TVETA.
8.		Level 5	Kenya Certificate of Secondary Education (KCSE) mean grade D and D in Chemistry, D in Biology or D in Physical Sciences and D in Biological Sciences. Or Kenya Certificate of Basic Education (KCBE), Or And any other equivalent qualification as may be determined by TVETA.

Health Sciences related TVET programmes

This includes:

1. Pharmaceutical Technology Level 6
2. Medical Laboratory Technology Level 6
3. Health Records and Information Technology Level 5&6
4. Nutrition and Dietetics Level 5&6
5. Community Health Assistant Level 5&6

KNQF Level	Qualification description	Minimum entry requirements
6	Diploma in Pharmaceutical Technology/Pharmaceutical Technologist	KCBE or KCSE C (Plain) or KCE division II, KACE one (1) Principal or an equivalent qualification or KNQF 5 **KCSE Mean Grade**: C (Plain) **Subject Requirements**: English or Kiswahili: C (Plain) Chemistry or Physical Science: C (Plain)Biology or Biological Science: C (Plain) Mathematics or Physics: C (Plain) Regulatory Body: The Pharmacy and Poisons Board (PPB) oversees the curriculum and professional standards for pharmaceutical technologists in Kenya.
6	Diploma in Medical Laboratory Technology/Medical Laboratory Technologist	KCBE or KCSE C (Plain) or KCE division II, KACE one (1) Principal or an equivalent qualification or KNQF 5 **KCSE Mean Grade**: C (Plain) **Subject Requirements**: Biology: C (Plain) Chemistry: C (Plain) English or Kiswahili: C (Plain) Mathematics or Physics: C (Plain) Regulatory Body: Kenya Medical Laboratory Technicians and Technologists Board
6	Diploma in Nutrition and Dietetics/ Nutrition and Dietetics Technologist	KCBE or KCSE C (Plain) or KCE division II, KACE one (1) Principal or an equivalent qualification or KNQF 5 **KCSE Mean Grade**: C- (minus)

		Subject requirements
		(a) A grade of D+ (plus) in the following mandatory subjects (i) Chemistry or Physical sciences (ii) Biology or Biological sciences (iii) English or Kiswahili (b) A grade of D+ (plus) in any of the following subjects (i) Physics (ii) Mathematics; (iii) Home science; (iv) Agriculture; or (v) General science. Pass in KNDI upgrade examination for English, Human Biology, Basic Chemistry and Basic Mathematics. Regulatory: Kenya Nutritionist and Dieticians Institute(KNDI)
6	Diploma in Community Health Assistant	KCBE or KCSE C- (Minus) or KCE division II, KACE one (1) Principal or an equivalent qualification or KNQF 5 **KCSE Mean Grade: C-(Minus)**
6	Diploma in Health Records and Information Technology/ Health Records and Information Technologist	KCBE or KCSE C (Plain) or KCE division II, KACE one (1) Principal or an equivalent qualification or KNQF 5 **KCSE Mean Grade:** C (Plain) or Certificate in Health records and information Technology Level 5 **Subject Requirements**: English or Kiswahili: C (Plain) Mathematics: D (Plain) Biology: C- (Minus)

		Regulatory Body: Health Records and Information Managers Board
5	Certificate in Nutrition and Dietetics/ Nutrition and Dietetics Technician	KCBE or KCSE D (plain), KCE Div. III or equivalent qualifications **KCSE Mean Grade**: D (Plain) **Subject Requirements**: (a) A grade of D (plain) in the following mandatory subjects: (i) chemistry or physical sciences (ii) biology or biological sciences (iii) English or Kiswahili (b) A grade of D (plain) in any of the following subjects (i) Physics; (ii) Mathematics; (iii) Home science (iv) Agriculture (v) General science. Pass in KNDI upgrade examination for English, Human Biology, Basic Chemistry and Basic Mathematics.
5	Certificate in Community Health Assistant	KCBE or KCSE D (plain), KCE Div. III or equivalent qualifications
5	Certificate in Health Records and Information Technology/ Health Records and Information Technician	KCBE or KCSE D+ (plus), KCE Div. III or equivalent qualifications **KCSE Mean Grade: D+ (Plus)** **Subject Requirements:** English/Kiswahili: D+ (Plus) Mathematics: D-(Minus)

Business related TVET programmes

A TVET institution may admit trainees into TVET programmes accredited by TVETA and shall comply with the minimum entry requirements:

Courses	Levels	Entry Requirements	Cluster Subjects
All management courses including but not limited to: a) Human Resource Management, b) Business Management, c) Supply Chain Management, d) Marketing Management, e) Road Transport Management, f) Risk Management g) Office Administration h) Office Assistant NOTE[2]: Accountancy and Banking is only offered in this level 6	Level 4	a) KCE division 4/KCSE mean grade E/KCBE or equivalent	None
	Level 5	a) KCE division 3/KCBE/KCSE mean grade D or b) Level 4 certificate c) Artisan certificate NOTE[1]: For Office Administration level 5, the trainee shall have a Certificate in office assistant level 4	
	Level 6	a) KCE division 2/KCSE mean grade C-/KCBE or b) Level 5 certificate or c) craft certificate (pass)	

1.2 A TVET institution shall be accredited by the professional body to offer its courses.

1.3 A TVET institution may admit trainees into programmes offered by professional bodies and shall comply with their minimum requirements:

Professional Body	Course	Minimum requirements
KASNEB	Accounting	For professional qualification including but not limited to CPA, CPS, CHRP, CPSP: a) KCSE C+ or b) Kenya Advanced Certificate of Education with at least two principal passes provided the applicant has credits in Mathematics and English at KCE or c) Pass in ATD or d) Diploma in any trade For diploma qualification including but not limited to ATD:

		a) KCSE C- or b) CAMS certificate For CAMS a) KCSE D or equivalet qualification or vocational certificate

Journalism and media studies TVET programmes

	LEVEL	ENTRY REQUIREMENTS
1	6	a) Kenya Certificate of Secondary Education(KCSE) with mean grade C and above and grade C in English and Kiswahili or proof of language bridging certificate b) Kenya Certificate Basic Education (KCBE)
		International Students shall be admitted upon meeting minimum requirements for level 6 which include but are not limited to: a) Qualification certificates. b) Language proficiency in English and Kiswahili or proof of bridging certificate. c) Other qualifications equivalent to KCSE according to KNQA standards.
2	Recognition of Prior Learning (RPL)	The Institution shall evaluate evidence of prior learning which shall include but not limited to; a) Portfolio reviews b) Practical demonstrations c) Oral Reviews and interviews

Liberal studies related TVET programmes

This includes the following:

1. Social Work and Community Development - Level 4, 5 & 6

2. Counselling Psychology - level 5 & 6

3. Child Care and Protection - level 5 & 6

4. Home Based care - level 3

5. Library science - level 5 & 6

KNQF Level	Qualification Description	Minimum Entry Requirements
3	Skills certificate II (SC II)/ Trade test II(TT II)/ Vocational Training certificate II(VTC II)/ Semi-skilled Operator qualification	i. Primary Level Qualification -Kenya Certificate of Primary Education (KCPE) ii. Kenya Junior School Education (KJSEA) iii. Equivalent qualification as determined by relevant regulatory body
4	Artisan certificate/ Trade test II(TT II)/ Vocational Training certificate II(VTC II)/ Semi-skilled Operator qualification	i. KCSE mean grade E or ii. KCE Div IV or iii. Senior School Qualification (KCBE) iv. Completion of KNQF Level 3 v. Equivalent qualification as determined by relevant regulatory body
5	Craft Certificate/Vocational Certificate IV(VTC IV)/ MasterCraft Person III/Advanced Operator Qualification/ Trade test II(TT II)/Semi-skilled Operator qualification	i. Kenya Certificate of Basic Education (KCBE) or ii. KCSE mean grade (D Plain) or iii. KCE Div III or iv. Completion of KNQF Level 4 Or v. Equivalent qualification as determined by relevant regulatory body
6	Diploma Certificate/ Technician/ Skilled Supervisors/ Master Craft Person II qualification/ Trade test II(TT II)/ Vocational Training certificate II(VTC II)/ Semi-skilled Operator qualification	i. Kenya Certificate of Basic Education (KCBE) or ii. KCSE mean grade C- (Minus) or iii. KACE I Principal and 1 subsidiary or iv. General certificate of education (advanced level) UK or v. An equivalent qualification of KNQF Level 5 Or vi. Equivalent qualification as determined by relevant regulatory body

NOTE:

Entry Requirement through Recognition of Prior Learning (RPL)

For individuals who have acquired knowledge and skills through informal, non-formal, or experiential learning, admission shall be granted through the RPL pathway. Successful RPL candidates shall be admitted into a programme level that matches their demonstrated competencies and knowledge in accordance with the TVETS 02 standards.