



## SCHOOL OF BUSINESS

**Admissions Supplement January 2016**  
**Application Deadline: 27<sup>th</sup> November, 2015**

**The School of Business invites applications for the following programmes:**

### **BACHELOR OF COMMERCE (BCOM).**

*(Offered at Nairobi, Mombasa and Kisumu Campuses)*

Course specializations

Accounting,	Human resource Management,
Finance,	Business Information systems,
Insurance,	Operations management,
Marketing,	Procurement and supply chain Management

#### **Minimum Admission Requirement**

- KCSE grade C+ and a minimum of C in both mathematics and English/Kiswahili or B in bridging course offered in the University of Nairobi with at least C- in the subject at KCSE.
- KCSE grade C- plus a Certificate and a Diploma from institutions recognized by University of Nairobi Senate.
- KCSE grade C or O Level Div. III and a Diploma from institutions recognized by University of Nairobi Senate.
- KACE/EAACE Certificate with 2 Principal passes and Credit pass in Mathematics at KCE.
- CPA/CPS Part II or equivalent qualification plus C at KCSE or O Level Div. III.
- A degree from a University recognized by the University of Nairobi senate.

#### **Mode of Study:**

Full time: 8.00 A.M. - 5.00 P.M Weekdays  
 Part time: 5.30 P.M. - 8.30 PM Weekdays  
 8.00 A.M. - 5.00 P.M Saturdays

#### **For more information contact:**

Dean school of Business, P.O. BOX 30197 – 00100, Nairobi  
 Tel: 020-2585844/6, 020-2059163 Ext 306/310  
 Mobile: 0724 200311  
 Email: [dean-business@uonbi.ac.ke](mailto:dean-business@uonbi.ac.ke) or

B Com Coordinator, 3<sup>rd</sup> floor, Education building, school of Business Office, Main Campus  
 Tel: 020-2558844/6 Ext. 278  
 Email: [bcom-coord@uonbi.ac.ke](mailto:bcom-coord@uonbi.ac.ke)

### **MASTER OF BUSINESS ADMINISTRATION**

*(Offered at Nairobi, Mombasa and Kisumu Campuses)*

Course specialisations:

Accounting	Operations management
Finance	Strategic Management
Insurance	International Business Management
Marketing	Procurement & supply chain Management
Human resource Management	
Management Information systems	

#### **Minimum Admission Requirements**

- Holders of at least Upper Second Class Honours degree.
- Holders of Lower Second Class Honours degree with at least two years of work experience after graduation.
- Holders of qualifications deemed to be equivalent to any of the above.

#### **For more information contact:**

Dean, School of Business, P.O Box 30197 – 00100, Nairobi.  
 Tel: 020-2585844/6 020-2059163 Ext.306/310  
 Mobile: 0724200311  
 Email: [dean-business@uonbi.ac.ke](mailto:dean-business@uonbi.ac.ke)

Coordinator, MBA Nairobi Campus, 15th Floor, Ambank House,  
 Tel: 0711 642416/020- 2059162 [mba-business@uonbi.ac.ke](mailto:mba-business@uonbi.ac.ke)

Coordinator, Kisumu Campus, P.O Box 40100, Kisumu, Tel: 0720-348080

Coordinator, Mombasa Campus, P.O Box 99469, Mombasa

Tel: 020-2059161



**University of Nairobi School of Business Lower Kabete Campus**

### **MASTER OF SCIENCE IN FINANCE:**

*(Offered at Nairobi, Mombasa and Kisumu Campuses)*

Course specializations:

- Finance and Accounting,
- Finance and Investments,
- Finance and Banking,
- Finance and Insurance

#### **Minimum Admission Requirements**

- Holders of at least Upper Second Class Honours degree in Finance, Accounting, Banking, Insurance, Economics, Mathematics, Statistics and Engineering.
- Holders of Lower Second Class Honours degree in Finance, Accounting, Banking, Insurance, Economics, Mathematics, Statistics and Engineering with at least two years' work experience.
- Holders of qualifications deemed to be equivalent to any of the above.

#### **For more information contact:**

Chairman, Department of Finance and Accounting,  
 Email: [dept-acc@uonbi.ac.ke](mailto:dept-acc@uonbi.ac.ke), Tel: 0729 812530

Coordinator, MSC FINANCE Nairobi Campus, 15th Floor, Ambank House,  
 Tel: 0711 642416/020- 2059162

Coordinator, Kisumu Campus, P.O Box 40100, Kisumu,  
 Tel: 0720-348080

Coordinator, Mombasa Campus, P.O Box 99469, Mombasa,  
 Tel: 020-2059161

### **MSC. HUMAN RESOURCE MANAGEMENT**

*Nairobi Campus only*

#### **Minimum Admission requirements**

- Holders of at least an Upper Second Class honours degree in human resource management or equivalent in non-classified degrees.
- Holders of at least Lower Second Class honours degree in human resource management or equivalent

in non-classified degrees with at least two (2) years of post qualification work experience.

- Holders of any other qualifications accepted by Senate to be equivalent to any of the above.

### **MSC. ENTREPRENEURSHIP AND INNOVATIONS**

*Nairobi Campus only*

#### **Minimum Admission Requirements**

- Holders of at least an Upper Second Class honors degree or equivalent in non- classified degrees in business and management related disciplines.
- Holders of a Lower Second Class honors degree or equivalent in non-classified degrees with at least two years of post-graduation work experience and/or having relevant professional qualifications in business and management related disciplines.
- Holders of a Pass degree or equivalent in non-classified degrees with at least five years of post-graduation work experience and/or having relevant professional qualifications in business and management related disciplines.
- Holders of any other qualifications acceptable by the University Senate.

### **MSC MARKETING**

*Nairobi Campus only*

*This is a specialized course is taught jointly by the School of Business, University of Nairobi in Collaboration with GfK of Germany.*

#### **Course specializations:**

- Global Marketing
- Marketing Research
- Retail Marketing
- Brand and Sales Management

## Our Core Values

Freedom of thought \* Innovativeness and Creativity \* Good Corporate Governance Team Spirit and Teamwork \* Professionalism \* QualityCustomer

Service Responsible Corporate Citizenship and Strong Social Responsibility Respect for and Conservation of the Environment





### SCHOOL OF BUSINESS

#### Admission Requirements

- Holders of at least an Upper Second Class Honors degree in marketing or its equivalent in non-classified degrees.
- Holders of at least a Lower Second Class Honors in marketing or its equivalent with at least two (2) years of relevant work experience.
- Holders of any other qualification accepted by Senate as equivalent to any of the above.

#### For more information contact:

Dean, School of Business, P.O Box 30197 –00100, Nairobi. Tel: 020-2585844/6 020-2059163  
Ext.306/310 Mobile: 0724200311 Email:deanbusiness@uonbi.ac.ke

Chairman, Department of Business Administration, Tel. 020-2059162/3/5  
Ext. 318 ; +254 713 906 003  
Email:dept-busadmin@uonbi.ac.ke

Coordinators, MSc Programmes, NAIROBI CAMPUS Ground Floor, Ambank House, along University Way, Nairobi Tel: 0701-748135

#### PHD IN BUSINESS ADMINISTRATION

(Offered at Nairobi, Mombasa and Kisumu Campuses)

#### Minimum Requirements

A holder of a Masters degree in a discipline relevant to the School of Business from an institution recognized by the University of Nairobi Senate.

#### Areas of Specialization

Accounting

Banking

Finance

Global Management

Human Resource Management

Strategic Information Systems

Marketing

Operations Management

Organizational Theory And Behaviour

Strategic Management

Entrepreneurship And Small Business Development

#### APPLICATION PROCEDURE

Application forms can be obtained from the Admissions Office Reception Room 116, located at the Main Campus of the University, Administration block first floor, for undergraduate programmes and Board of postgraduate studies Office ( for post graduates) at main campus Gandhi wing upon payment of a non-refundable application fee of Kshs 3,000. Application fees for PhD is Ksh. 4,000. (Note: Non-Kenyans pay 25% more on all charges). The application fee may be paid by Direct Deposit into the Barclays Plaza, CESSP UoN Application A/C, A/C No. 03-022-2032770838 CASH AND POSTAL ORDERS WILL NOT BE ACCEPTED. Application forms can also be downloaded from the University of Nairobi website: [www.uonbi.ac.ke/\('admissions'\)](http://www.uonbi.ac.ke/('admissions')). With evidence of payment of the application fee furnished at the time of application forms submission. Completed forms should be returned to the Academic Registrar on or before November 20<sup>th</sup> 2015

- Nairobi - Under Graduate Programmes, The Academic Registrar (Admissions) University of Nairobi, P.O Box 30197- 0010, Nairobi.
- Nairobi Campus - Post Graduate Programmes 15<sup>th</sup> Floor, Ambank House, University Way, Nairobi.
- Mombasa Campus -All Programmes Uni- Plaza Building, Mombasa.
- Kisumu Campus - All Programmes Mega City Building, Kisumu

### SCHOOL OF EDUCATION

**University of Nairobi, School of Education is pleased to invite applications for admission into the following programmes for Evening, 2016 intake. Note also that Bachelor of Education (Arts) Regular/Full time will commence at Kisumu Campus in January, 2016.**

#### BACHELOR OF EDUCATION (ARTS)

#### BACHELOR OF EDUCATION (EARLY CHILDHOOD EDUCATION)

#### Admission Requirements

- Holders of Kenya Certificate of Secondary Education (KCSE) with a minimum aggregate performance of C+, or equivalent.
- Holders of Mean Grade C- or equivalent plus a certificate and Diploma.
- Holders of 'O' Level Division II or equivalent plus a Diploma
- Holders 'O' Level Division III or equivalent Plus a Certificate and Diploma.
- Holders of 'O' Level Division III or equivalent plus a three year Diploma from a recognized post secondary Institution for admissions to Bachelor of Education
- Diploma from University of Nairobi or other recognized institutions and an aggregate of C in KCSE or equivalent.
- A Level with two Principal passes or equivalent in relevant subjects.
- CPAII/CPS II/CIPS OR Equivalent for Commerce and Arts and should have attained an aggregate of C in KCSE or 'O' Level Division III.
- P1 from a two-year post secondary training institution for entry into Bachelor of Education.
- Higher National Diploma in relevant fields and should have attained an aggregate of C in KCSE
- Degree from a recognized University
- Equivalent qualifications to the above from institutions recognized by Senate.

#### MASTER OF EDUCATION IN EDUCATIONAL ADMINISTRATION

#### MASTER OF EDUCATION IN EDUCATIONAL PLANNING

#### MASTER OF EDUCATION IN ECONOMICS OF EDUCATION

#### MASTER OF EDUCATION IN CURRICULUM DEVELOPMENT

#### MASTER OF EDUCATION CORPORATE GOVERNANCE IN EDUCATION

#### MASTER OF EDUCATION IN EDUCATION IN EMERGENCIES

#### Admission Requirements

- A holder of Bachelor of Education degree with a First Class honours degree of the University of Nairobi or equivalent qualifications from other universities recognized by Senate.

- A holder of Bachelor of Education degree with at least an Upper Second Class honours degree of the University of Nairobi or equivalent qualifications from other universities recognized by Senate.
- A holder of Bachelor of Education degree with at least a Lower Second Class honours or equivalent qualifications from other universities recognized by Senate and with two years working experience.
- A holder of any other Bachelor's degree of the University of Nairobi with at least Second Class honours and a Postgraduate Diploma in Education (PGDE) or equivalent qualifications from universities recognized by Senate.
- Applicants who wish to specialize in Economics of Education and Educational Planning should have had prior exposure to economics and economics related subjects at undergraduate level. However, for those wishing to specialize in Educational Planning, a strong background in mathematics at undergraduate level.
- A holder of a pass degree for categories 1 and 2 with an advanced professional certificate and five or more years of teaching or management in education.

#### APPLICATION PROCEDURE

Application forms can be obtained from the University's Main Campus, Room G3 located at the Gandhi Wing or at any of the University's Extra Mural Centres in Mombasa –UNI plaza building, Nakuru- Catholic Diocese of Nakuru building, Kakamega-Walia shopping Centre, Kisumu Campus- Former British Council Library, Nyeri- NDCU building, Meru- Meru Post Office Building, Kisii- Kisii post office building, Kapenguria- Kapenguria Bible College building. Upon payment of a non-refundable fee of Ksh.3, 000/- per application.

The application fee may be paid by Direct Deposit into the Barclays Plaza, CESSP UoN Application A/C, No. 03-022-2032770838 CASH AND POSTAL ORDERS WILL NOT BE ACCEPTED.

The application forms can also be downloaded from the University of Nairobi website: [www.uonbi.ac.ke](http://www.uonbi.ac.ke) ("admissions"), with evidence of payment of the application fee furnished at the time of submission of the application.

Completed application forms together with two copies of relevant certificates, transcripts, 2 passport size photographs and a copy of the application fee receipt should be returned by 27<sup>th</sup> November 2015 to either:

The Academic Registrar (Admissions Office), Main Campus, Administration Block, 1<sup>st</sup> Floor Room A116 or to any UoN Extra Mural Centre (Personal Delivery)

OR

The Academic Registrar (Admissions Office), University of Nairobi,  
P.O. Box 30197-00100 Nairobi (Via mail or courier)

#### ENQUIRIES

More information can be obtained from the Admissions Office, Tel: 020-318262 Ext. 28285/28213 or via Email: [admissions@uonbi.ac.ke](mailto:admissions@uonbi.ac.ke) or from the Dean's Office, School of Education, Kikuyu Campus Tel: 020-2028238 or 0720-209996, or via Email: [deaneducation@uonbi.ac.ke](mailto:deaneducation@uonbi.ac.ke)

