

## **INTAKE PROCEDURE**

All applicants are required to:-

1. Study the Brochure and fees structure
2. Submit original certificates for verification
3. Submit original & copy of National ID
4. Sit for written test/oral test (Fee 1,000/=)
5. Sign legal provision at company lawyer's office
6. Fill registration form and pay Ksh 1,000, non-refundable registration fee.
7. Submit 2 passport size photographs.
8. Read college rules and regulations.
9. Go for medical check up at approved test units and submit the results.

Test units:-

Nairobi Hospital  
Kenyatta National Hospital  
Aga Khan Hospital  
MP Shah Hospital  
Avenue Hospital  
Mater Hospital  
AAR Clinics  
Dr. A.I. Desai's Clinic  
Government Hospital

10. Fill in medical declaration form
11. Sign rules & regulations acceptance slip & fees payment declaration form.
12. Submit personal accident insurance cover
13. TCCI to give final confirmation.

Confirmed applications to pay deposit latest 2 weeks prior to commencement of the course.

No admission will be reserved for applications who do not pay deposit/School fees as required.



**Payments should strictly be made through the institute bank accounts:**

- ◆ **Paramount Universal Bank (Westlands Branch)**  
Account No: 010002031429
- ◆ **Standard chartered bank (Ukay Centre branch)**  
Account No. 0102011192600

**Account name: Top Chefs Culinary Institute**

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Registration in progress now, contact the administration for more information.

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**Top Chefs Culinary Institute**  
5<sup>th</sup> Floor, Parklands Plaza,  
Muthithi Road, Westlands.  
P.O. Box 740-00606, Nairobi  
Tel: 3740166, Fax: 3740266  
Cell: 0700691427

E-mail: [topchefs@tchefs.com](mailto:topchefs@tchefs.com)

Website: [www.tchefs.com](http://www.tchefs.com)



# **2 YEAR CHEFS COURSE**

# **DIPLOMA**

**WE START YOUR CAREER!!!**

## **CHEFS COURSE –MODULE DATES**

### **INTAKE 18B:- 2<sup>ND</sup> JANUARY 2019**

#### **Module 1**

2<sup>nd</sup> April—15<sup>th</sup> June 2018  
Break : 18<sup>th</sup>—22<sup>nd</sup> June 2018

#### **Module 2**

25<sup>th</sup> June—7<sup>th</sup> September 2018  
Break : 10<sup>th</sup>—28<sup>th</sup> September 2018

#### **Industrial In-training 1**

01<sup>st</sup> October 2018—29<sup>th</sup> March 2019  
Break : 01<sup>st</sup>—05<sup>th</sup> April 2019

#### **Module 3**

08<sup>th</sup> April—21<sup>st</sup> June 2019  
Break : 24<sup>th</sup>—28<sup>th</sup> June 2019

#### **Module 4**

01<sup>st</sup> July-13<sup>th</sup> September 2019  
Break : 16<sup>th</sup>- 20<sup>th</sup> September 2019

#### **Industrial In-training 2**

23<sup>rd</sup> September 2019-20<sup>th</sup> March 2020

Final Examination : 1 week

**Unforeseen situations like Public Holidays, Christmas Holidays may vary Module timings.**

## **GENERAL INFORMATION**

### **COURSE STRUCTURE**

#### **Diploma**

##### **Module 1 ( 11 weeks)**

Cooking Demonstrations, Individual Stove Cookery, Kitchen Knowledge, Hygiene, Safety & First Aid, Food Knowledge, Industrial Visits

##### **Module 2 ( 11 Weeks )**

Cooking Demonstrations, Bakery Demonstrations, Individual Stove Bakery/ Cookery, Computer Studies, Kitchen Knowledge, Food Knowledge

##### **Industrial In-training 1 ( 26 Weeks )**

##### **Module 3 ( 11 Weeks )**

Cooking Demonstrations, individual Stove Cookery, Pastry Demonstrations, Individual Stove Pastry, Nutrition, Purchasing & Purchasing Control, Kitchen Cost Control, Kitchen Administration, Computer Studies

##### **Module 4 ( 11 Weeks )**

Individual Stove, Pastries & Desserts, Kitchen Maintenance, Menu Planning, Menu Costing & Pricing, Food Legislation

##### **Industrial In-training 2 ( 26 Weeks )**

In a commercial Kitchen of a Hotel, lodge or Restaurant

##### **Final Examination**

1-Week

## **FEES STRUCTURE**

#### **Scheme 1 Modular**

Module 1 – ksh. 228,000/-  
Module 2 - ksh, 228,000/-  
Module 3 – Ksh. 228,000/-  
Module 4 – Ksh. 228,000/-

#### **Scheme 2 Quarterly**

Deposit- Ksh. 72,000/-  
Each Quarter – Ksh. 105,000/= ( x 8 )  
First Quarter due on or before 02<sup>nd</sup> January 2019

Final Examination Fee: Ksh. 6,000/-

## **GENERAL INFORMATION**

At the start of the course every student must bring the following:

2 Pairs Chef's Trouser  
2 Pairs Chef's jacket  
2 Pairs Necktie – white plain  
2 Pairs Apron – white  
2 Torchons ( Heat cloth )  
1 Pair of Black Heavy Duty Shoes

Exact uniform specification should be obtained from the Institute

Students are required to cater for their transport, meals and accommodation expenses