

## 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 & Interview(Fee 1,000/=)
5. Fill registration form and pay Ksh 1,000,non-refundable registration fee.
6. Submit 2 passport size photographs.
7. Read college rules and regulations.
8. 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 Hospitals

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

Confirmed applications to pay deposit latest 2 weeks prior to commencement of the course. o admission will be reserved for applicants who do not pay deposit/School fees as required.

**Management reserves the right of admission.**



**Payments be made through the Institute's bank accounts:**

- ◆ **Paramount Universal Bank (Westlands Branch)**  
Account No: 010002031429
- ◆ **Standard chartered bank (Westland rd Branch)**  
Pay bill No. 329329  
Account No. 0102011192600

**Account name: Top Chefs Culinary Institute**

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

**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**

**CULINARY ARTS**

**DIPLOMA**

**WE START YOUR CAREER!!!**

## CHEFS COURSE –MODULE DATES

### INTAKE 23:- 3<sup>RD</sup> JANUARY 2024

#### Module 1

3<sup>rd</sup> January — 22<sup>nd</sup> March 2024

Break : 25<sup>th</sup> March – 29<sup>th</sup> March 2024

#### Module 2

1<sup>st</sup> April — 14<sup>th</sup> June 2024

Break : 17<sup>th</sup> — 28<sup>th</sup> June 2024

#### Industrial In-training 1

1<sup>st</sup> July – 13<sup>th</sup> December 2024

Break : 16<sup>th</sup> Dec 2024 – 5<sup>th</sup> January 2024

#### Module 3

6<sup>th</sup> January –21<sup>st</sup> March 2025

Break : 24<sup>th</sup> - 28<sup>th</sup> March 2025

#### Module 4

31<sup>st</sup> March – 13<sup>th</sup> June 2025

Break : 16<sup>th</sup>– 27<sup>th</sup> June 2025

#### Industrial In-training 2

30<sup>th</sup> June 2025– 12<sup>th</sup> December 2025

**Final Examination : 1 week**

**Unforeseen situations like Public Holidays, Christmas Holidays may vary Module timings. (Such may be subject to change without notice)**

## CHEFS COURSE –STRUCTURE

#### Module 1 ( 11 weeks)

Culinary Demonstrations, Culinary practical Cookery, Kitchen Knowledge, Safety & First Aid, Food Knowledge, Hygiene and Food Safety, Industrial Visits

#### Module 2 ( 11 Weeks )

Culinary Demonstrations, Bakery Demonstrations, Culinary practical Bakery/Cookery, Computer Studies, Kitchen Knowledge, Food Knowledge

#### Industrial In-training 1 ( 24 Weeks )

#### Module 3 ( 11 Weeks )

Culinary Demonstrations, Culinary practical Cookery, Pastry Demonstrations, Culinary practical Pastry, Nutrition, Purchasing & Purchasing Control, Kitchen Cost Control, Kitchen Administration, Computer Studies

#### Module 4 ( 11 Weeks )

Culinary practical Pastries & Desserts, Kitchen Maintenance, Menu Planning, Menu Costing & Pricing, Food Legislation

#### Industrial In-training 2 ( 24 Weeks )

In a commercial Kitchen of a Hotel, lodge or Restaurant

#### Final Examination

1 Week

## FEES STRUCTURE

#### Scheme 1 Modular

Module 1 – ksh. 280,000/-

Module 2 - ksh, 280,000/-

Module 3 – Ksh. 280,000/-

Module 4 – Ksh. 280,000/-

#### Scheme 2 Quarterly

Deposit- Ksh. 100,000/-

Each Quarter – Ksh. 140,000/= ( x 8 )

First Quarter due on or before 3<sup>rd</sup> January 2024

Final Examination Fee: Ksh. 6,000/-

#### GENERAL INFORMATION

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

2 Pair Chef's Trousers (Chequered black/white)

2 to 3 Chef's jackets

2 Necktie – white plain

2 Aprons – white plain

2 Torchons ( Heat cloth )

1 Pair of Black Heavy Duty Shoes with thick Grip soles

1 small padlock for personal locker

Exact uniform specification should be obtained from the Institute

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