

## 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 (Coloured)
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.

Admission will be reserved for applicants who do default on 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)**  
Pay bill No. **907950**  
Account No. **010002031429**
- ◆ **Standard chartered bank (Westland rd Branch)**  
Pay bill No. **329329**  
Account No. **0102011192600**

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)**

**Please visit our**

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

And Follow us on Social Media:

**Facebook: [TopChefsCulinaryKenya](https://www.facebook.com/TopChefsCulinaryKenya)**

**X: [@topchefs\\_ltd](https://twitter.com/topchefs_ltd)**

**Instagram: [topchefsculinary](https://www.instagram.com/topchefsculinary)**



## 1 - YEAR

## CULINARY ARTS

## PROFESSIONAL

## CERTIFICATE

**WE START YOUR CAREER!!!**

## **CERTIFICATE COURSE—1 YEAR**

### **MODULE DATES**

#### **INTAKE 2:- 13<sup>TH</sup> JANUARY 2025**

##### **Module 1**

13<sup>th</sup> January — 28<sup>th</sup> March 2025  
Break : 31<sup>st</sup> March– 4<sup>th</sup> April 2025

##### **Module 2**

7<sup>th</sup> April— 20<sup>th</sup> June 2025  
Break : 23<sup>rd</sup> – 27<sup>th</sup> June 2025

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

30<sup>th</sup> June – 5<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)**

### **COURSE STRUCTURE**

#### **Module 1- Academic Subjects - (11 weeks)**

##### **- Safety & First Aid**

Elementary knowledge of , Safe Kitchen Premises ,  
Accident Prevention

##### **- Hygiene & Food Safety**

Personal Hygiene , Kitchen Hygiene , Food Hygiene

##### **- Cooking Demonstrations**

Basic Culinary Technics , Mise en place ,  
Cooking Methods applied to all food groups, food  
plating and decoration

##### **- Individual Stove Cookery**

Practical cookery as per previous Demo on  
own work station.

##### **- Kitchen Knowledge**

- History of cookery , Kitchen Organization , Energy ,  
Materials & Equipment

##### **- Food Knowledge**

Food Product variety , Food Quality Aspects –  
Food Groups - Utilization

##### **- Industrial Visits**

To Fruit & Vegetable Markets , Food Processors &  
Hotel operations

##### **- Computer Studies**

Effective use of IT technology , - systems &  
- Programs (Word & Excel , CV development ,

#### **Module 2- Academic - (11 weeks)**

##### **Subjects**

##### **- Cooking Demonstrations**

French- , International- , Local - . National- and  
Ethnic Cuisine Preparations ,  
for Buffets , Breakfast , A la Carte Menus

##### **- Individual Stove Kitchen**

Practical cookery as per previous Demo on own work  
station.

##### **- Bakery & Pastry Demonstrations**

Basic Pastes , Doughs & Batters and its use for  
Bread and Pastry Products and Desserts

##### **- Bakery & Pastry Practical**

Individual preparation of the products demonstrated

##### **- Kitchen Knowledge 2**

Equipment , Kitchen production & Processing methods.

##### **- Food Knowledge 2**

Milk Products , Beverages , Seasonings & Spices ,  
Pastry & Bakery Products , Convenience foods

##### **- Industrial Visits** to Food Processing plants

##### **- Computer Studies-**

Design of Recipe , Recipe Costing , Menu Design

##### **General acquired Skills & Knowledge**

Function of F & B Departments , Career development ,  
Aspect of Leadership , Creativity in Food preparation  
& Recipe development .

#### **Industrial Attachment - 6 months**

Allocated to 4 & 5 Star Hotel and Restaurant Kitchens  
in Kenya - Attachment based on an Internal Rotation  
Plan

#### **Final Exam – 4 Days – Academic & Practical**

## **FEES STRUCTURE**

### **Payment Scheme**

Down payment - Ksh. 80,000/-

Each Installment – Ksh. 65,000/= ( x 8 )

Due on or before 6<sup>th</sup> Jan. 2025

Course Fee Ksh 600,000

Final Examination Fee: Ksh. 7,000/-

## **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 Neckties – 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