

# SCHOOL OF BUSINESS AND MANAGEMENT STUDIES

*Professionalism at all levels of management of human, capital and material resources are key to the success of the national economy. This is the virtue we train our students to uphold at all times.*

**Motto: “Building Business Ideas**



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- 1. DEPARTMENT OF ACCOUNTING AND FINANCE**
- 2. DEPARTMENT OF BUSINESS ADMINISTRATION AND ENTREPRENEURSHIP**
- 3. DEPARTMENT OF MANAGEMENT SCIENCE AND TECHNOLOGY**
- 4. DEPARTMENT OF ECONOMICS AND RESOURCE MANAGEMENT**

COMING up with sound business solutions from a technological, professional, analytical and legal point of view can be an uphill task. However, with the right training, business idea generation will seem like a walk in the park. The Technical University of Kenya has the brains, the resources and the might to deliver these skills and knowledge to every business trainee.

With accounting and finance, business information technology, Business Management and a wider variety of disciplines to choose from, your career will take off to a whole new level. Furthermore, the School of Business and Management Studies also boasts of the Entrepreneurship Studies portfolio to its stable. With this progressive development, business students now come to study with a key focus on business planning for the future.

### **Department of Accounting and Finance**

This Department is responsible for the teaching of accounting and finance. Accounting and finance are among the most popular and core disciplines in the study of business. Accounting deals with the preparation and communication of accounting records about an organisation, and also covers auditing. Finance on the other hand is concerned with the management of funds of an organisation in the broadest sense.

<b>PROGRAMMES OFFERED</b>	<b>MINIMUM ENTRY REQUIREMENTS</b>	<b>DURATION</b>
<b>Diploma in Accountancy</b>	• <i>KCSE Mean Grade C-minus with D Plain in English, Maths or Business Studies/Commerce/Accounting/Economics</i>	7 semesters
<b>Bachelor of Science in Accountancy</b>	• <i>KCSE mean grade of C+ with C Plain in Mathematics and English/Kiswahili, Any group III, Any group II/2nd group III/any group IV/any group V OR equivalent qualification</i>	9 semesters
<b>Bachelor of Commerce (Accounting and Finance Options)</b>	<i>KCSE mean grade of C+ with C in Mathematics and English/Kiswahili, Any group III, Any group II/2nd group III/any group IV/any group V OR equivalent qualification</i>	9 semesters
<b>UPCOMING PROGRAMMES</b> (Process of development has started, now at departmental level)		
<b>Diploma in Finance and Banking</b>		7 semesters
<b>Bachelor of Science in Finance and Banking</b>		9 semesters
<b>Masters of Science in Finance</b>		4 semesters
<b>PhD in Finance</b>		6 semesters
<b>PhD in Accounting</b>		6 semesters
<b>Intake:</b>		<b>September every year</b>

### **Department of Business Administration and Entrepreneurship**

The primary objectives of the Department are: to provide professional education and training opportunities locally, regionally, and internationally, in business administration and business management; to promote learning and research scholarship in these areas and to provide leadership in forging strong relationships between academia and industry stakeholders.

The Department achieves these objectives through: strong academic programmes supported by highly qualified academic staff; solid industry-based learning programmes that prepare students for the real world; strong partnership programmes with industry players through student associations and a rigorous research programmes in collaboration with various stakeholders.

PROGRAMMES OFFERED	MINIMUM ENTRY REQUIREMENTS:	DURATION
<b>Diploma in Business Studies</b> <b>Options: Business Administration • Human Resource Management • Sales and Marketing Management • Procurement and Supply Chain Management</b>	<ul style="list-style-type: none"> <li>• KCSE Mean Grade C-minus with D Plain in English, Maths OR Business Studies/Commerce/Accounting/Economics or</li> <li>• Certificate in Sales and Marketing (KPUC or equivalent) • Advanced Certificate in Supplies Management (KNEC) • Advanced Certificate in Business Administration (KNEC)</li> </ul>	7 semesters
<b>Diploma in Office Administration: Legal Secretarial • Medical Secretarial • Business Secretarial • Foreign Language Secretarial</b>	<ul style="list-style-type: none"> <li>• KCSE Mean Grade C-minus with D Plain in English, Maths OR Business Studies/Commerce/Accounting/Economics OR a Certificate in Secretarial Studies</li> </ul>	7 semesters
<b>Diploma Of Entrepreneurship (Dip ENT)</b>	KCSE Mean Grade C-minus with D Plain in English/Kiswahili, Maths OR Business, Any group III, any group II/2nd group III/any group IV/any group V	7 semesters
<b>Bachelor of Commerce – Options: Business Management • Human Resource Mgt • Marketing Management • Procurement and Supplies Mgt. • Entrepreneurship • Insurance</b>	<ul style="list-style-type: none"> <li>• KCSE mean grade of C+ with C in Mathematics and English/Kiswahili, Any group III, Any group II/2nd group III/any group IV/any group V OR equivalent qualification</li> </ul>	9 semesters
<b>Bachelor of Technology in Office Administration and Technology</b>	KCSE Mean Grade C+ (plus) with C (plain) in Maths A/B. OR • Higher Diploma (HDip.) in a Secretarial Studies or 3-year Diploma in a Secretarial Studies or Equivalent together with KCSE Mean Grade C- (Minus)	9 semesters
<b>Bachelor of Business Studies : ( Business Management/Human Resource Management/Marketing/Logistics and Supply Chain Management/ International Business)</b>	3-Year Diploma together with KCSE C- (minus) or Certificate together with KCSE D+ (plus) followed by 3 year Diploma in: • Business Administration • Human Resource Management • Sales and Marketing Management • Procurement and Supply Chain Management	7 semesters
<b>Bachelor of Science in Entrepreneurship(Bsc. Ent)</b>	<ul style="list-style-type: none"> <li>• KCSE mean grade of C+ with C in Mathematics and English/Kiswahili, Any group III, Any group</li> </ul>	9 semesters

PROGRAMMES OFFERED	MINIMUM ENTRY REQUIREMENTS:	DURATION
	<i>II/2nd group III/any group IV/any group V OR equivalent qualification</i>	
<b>Master of Business Administration</b>	<p><i>a) A holder of a bachelor's degree with at least Upper Second Class or its equivalent from a recognized University;</i></p> <p><i>b) A holder of a Lower Second Class degree may be admitted provided the candidate can show evidence of;</i></p> <p><i>i) Research ability</i></p> <p><i>ii) 2 years working experience</i></p>	4 semesters
<b>Master of Arts in Entrepreneurship</b>	<p><i>c) A holder of a bachelor's degree with at least Upper Second Class or its equivalent from a recognized University;</i></p> <p><i>d) A holder of a Lower Second Class degree may be admitted provided the candidate can show evidence of;</i></p> <p><i>i) Research ability</i></p> <p><i>ii) 2 years working experience</i></p>	4 semesters
<b>Doctor of Philosophy (PhD) in Business Administration</b>	<p><i>i) Holders of a Master's degree in Business Administration, or related area, from The Technical University of Kenya or any other institution accepted and recognised by Senate.</i></p> <p><i>(ii) All doctoral candidates shall be required to take and pass the TUK-PostGraduate certificate course in Research Methods (PGCC 1101) or requisitemodules of the post graduate certificate course before they can embark on the research / thesis part of their study. On successful completion of theResearch Methodology course, candidates shall be awarded a certificate.</i></p> <p><i>Candidates who can show evidence of having already undergone training inresearch methodology may be exempted. Such exemption shall be given bythe Director, School of Graduate and Advanced Studies (SGAS), based ona recommendation given by the Postgraduate Studies Committee (PSC).</i></p>	6 semesters
<b>Doctor of Philosophy in Entrepreneurship</b>	<i>i) Holders of a Master's degree in Entrepreneurship, or related area, from The Technical University of Kenya or any other</i>	6 semesters

PROGRAMMES OFFERED	MINIMUM ENTRY REQUIREMENTS:	DURATION
	<p><i>institution accepted and recognised by Senate.</i></p> <p><i>ii) All doctoral candidates shall be required to take and pass the TUK-Post Graduate certificate course in Research Methods (PGCC 1101) or requisite modules of the post graduate certificate course before they can embark on the research / thesis part of their study. On successful completion of the Research Methodology course, candidates shall be awarded a certificate. Candidates who can show evidence of having already undergone training in research methodology may be exempted. Such exemption shall be given by the Director, School of Graduate and Advanced Studies (SGAS), based on a recommendation given by the Postgraduate Studies Committee (PSC).</i></p>	
<b>Intake:</b>		<b>September every year</b>

### **Department of Management Science and Technology**

This is a newly created Department that captures the Information Technology-oriented subjects of the business discipline. In its quest for high quality teaching, learning and research, the Department strategically covers the areas of Management Science; Information Systems; Business Information Technology; Operations Management; Project Management; and Logistics and Supply Chain Management.

By the end of the student's academic life in any of the disciplines above, he/she is able to creatively and meticulously design business solutions that can bring meaningful change in the real world.

PROGRAMMES OFFERED	MINIMUM ENTRY REQUIREMENTS:	DURATION
<b>Diploma in Business Information Technology</b>	<ul style="list-style-type: none"> <li>• KCSE Mean Grade C-minus with D Plain in English, Maths OR Certificate in Information Technology</li> </ul>	7 semesters
<b>Diploma in Business Studies -Procurement and Supply Chain Management Option</b>	<ul style="list-style-type: none"> <li>• KCSE Mean Grade C-minus with D Plain in English, Maths OR Business Studies/Commerce/Accounting/Economics or</li> <li>• Certificate in Sales and Marketing (KPUC or equivalent) • Advanced Certificate in Supplies Management (KNEC) • Advanced Certificate in Business Administration (KNEC)</li> </ul>	7 semesters

<b>Bachelor of Technology (Business Information Technology)</b>	<ul style="list-style-type: none"> <li>• KCSE mean grade of C+ with C Plain in Mathematics and Physics, 2nd group II/Any group III, any group II/any group III/IV/V OR equivalent qualification OR</li> <li>• Diploma in Technology (Business Information Technology)</li> </ul>	9 or 6 semesters
<b>Bachelor of Commerce - Procurement and Supplies Mgt. Option</b>	• KCSE mean grade of C+ with C in Mathematics and English/Kiswahili, Any group III, Any group II/2nd group III/any group IV/any group V OR equivalent qualification	9 semesters
<b>Bachelor of Science in Management Science</b>	KCSE mean grade of C+ with C Plain in Mathematics and Physics, 2nd group II/Any group III, any group II/any group III/IV/V OR equivalent qualification	9 semesters
<b>UPCOMING PROGRAMMES</b> (Process of development has started, now at stakeholders level)		
<b>Diploma in Procurement and Supply Management</b>		7 semesters
<b>Bachelor of Science in Supply Chain Management</b>		9 semesters
<b>Masters of Science in Operations Research and Analytics</b>		4 semesters
<b>Masters of Science in Supply Chain and Analytics</b>		4 semesters
<b>Masters of Science in Business Intelligence and Analytics</b>		4 semesters
<b>Intake:</b>	September every year	

### **Department of Economics and Resource Management**

The Department of Economics and Resource Management focuses on the teaching of economics and the application of economic principles and theories to areas such as Research, Resource Management, Development Studies, Health Economics, International Trade, Industrial Economics, Agricultural Economics, Banking and Finance, and Policy Analysis. Studies in economics cover the rational management of resources for the good of society. This Department seeks to integrate studies in economics with those concerned with the allocation and management of resources. The Department approaches the study of the management of resources from a broad perspective with special focus on the general principles of resource allocation and management. Other

disciplines that are required to complement economics units are mathematics and statistics, business and management, finance and accounting, computer applications, law and social skills. The Department offers a Bachelor of Economics degree programme and is currently preparing the following degree programmes: Bachelor of Science in Economics and Statistics, Bachelor of Science in Economics and Data Science, Bachelor of Science in Economics and Finance, and Bachelor of Science in Economics and Accounting.

<b>PROGRAMMES OFFERED</b>	<b>MINIMUM ENTRY REQUIREMENTS</b>	<b>DURATION</b>
<b><i>Bachelor of Economics</i></b>	• <i>KCSE mean grade of C+ with C Plain in Mathematics and English/Kiswahili, Any group III, Any group II/2nd group III/any group IV/any group V OR equivalent qualification</i>	9 semesters
<b>UPCOMING PROGRAMMES</b> (Process of development has started, at departmental level)		
<b><i>Bachelor of Science in Economics and Statistics</i></b>		9 semesters
<b><i>Bachelor of Science in Economics and Data Science</i></b>		9 semesters
<b><i>Bachelor of Science in Economics and Finance</i></b>		9 semesters
<b><i>Bachelor of Science in Economics and Accounting</i></b>		9 semesters
<b><i>Intake:</i></b>	<b>September every year</b>	