EXAMINATIONS OFFICE

ZETECH BUSINESS AND TECHNICAL INSTITUTE

INTERNAL MEMO

FROM: EXAMINATIONS OFFICE	REF: ZBTI/25/MEMO/VOL.1/2024/04
TO: ALL KNEC DTE STUDENTS	DATE: 23/01/2025

SUBJECT: KNEC JUNE/JULY 2025 EXAM SERIES BOOKING NOTICE

This is to notify you that **KNEC June/July 2025 Exam series** is open for booking. The **deadline** for meeting all the requirements for booking is on **3rd February 2025.** Students who do not meet the stated deadline will **not be registered.**

ALL DTE students are eligible candidates

The charges are as follows: All 3-Assessment series (CBA1, CBA2 & Summative/Final assessment) costs 15,700/- and a centre fee of 12,500/-. **Total fee to be paid is 28,200/-.** Follow the procedure below to book your exams.

The procedure for booking is as follows:
1. Read this memo carefully
2. Obtain KNEC exam booking form from the website at www.zetech.ac.ke academics tab (https://www.zetech.ac.ke/exam-booking-and-booking-forms/) or at the campus tuck-shop/canteen.
3. **Fill the forms correctly and completely and attach the relevant documents** (Previous KNEC Result Slip & KNEC ECDC result slip, ZBTI Internal result slips, Birth Certificate & National ID)
4. Present the forms to the **lecturers, HOD, Exams Officer and Accountant** respectively for signing.
5. Make payment using the usual modes of payments i.e., Bank deposit or Mpesa
6. Submit the forms duly signed by you, lecturers, HoD, Exams Officer and Accountant to the Departmental Administrator and sign the Submission Register. Leave the form with the departmental admin

Kindly note that you can access the memo and charges via the notice boards, ZDS portal in the News and Announcement section and in your Whatsapp groups. For more information, get in touch with your Departmental Administrator. For any inquiries on the June/July 2025 Exam Series, don't hesitate to reach the Exams Office via 0794 588 145.

Genevieve Ombunda
Examinations Officer
CC: Registrar Academics, Senior Assistant Registrar – Examinations, Campus Operations Managers, HOD- ZBTI.