



THE KENYA NATIONAL EXAMINATIONS COUNCIL

B.T.E.P

EXAMINATIONS FOR THE BUSINESS T.E.P COURSES

MUGWE JANE E MUGURE

INDEX NO. 401001/427 *F*

NOVEMBER 2007 SERIES

401001 KENYA POLYTECHNIC I

3801/2 HIGHER DIPLOMA IN SECRETARIAL MANAGEMENT

- | | |
|-----|---|
| 201 | COMPUTER APPLICATIONS |
| 202 | PUBLIC RELATIONS |
| 203 | STRATEGIC OFFICE ADMINISTRATION AND MANAGEMENT |
| 204 | BUSINESS AND ITS ENVIRONMENT |
| 205 | COMPANY SECRETARIAL PRACTICE |
| 206 | HUMAN RESOURCE MANAGEMENT |
| 207 | COURSE SPECIALISATION & ENTREPRENEURSHIP PROJECTS |

GRADE

- | |
|-----------|
| 3 (THREE) |
| 3 (THREE) |
| 4 (FOUR) |
| 5 (FIVE) |
| 4 (FOUR) |
| 5 (FIVE) |
| 3 (THREE) |

SUBJECTS NAMED (SEVEN)

PAPERS PASSED (SEVEN)

OVERALL RESULT :

PASS-W-CREDIT

B.T.E.P

105849

KNEC

N.B. This is not a certificate. (See reverse)

Verify that this is a true Copy
of the Original
16/10/2025
JOHN OKOTH-ADVOCATE
P.O. Box 15598 - 00400 NAIROBI