

# The Kenya National Examinations Council



## Business Education Single Certificate

This is to certify that the candidate named below sat for the Business Education Single Certificate examination in the subject named below and was awarded this Certificate. The candidate attained the grade shown below:

GITAU RACHEL NJERI

403014026

DYNAMIC INSTITUTE OF MANAGEMENT AND ACCOUNTANCY

KENYA BUSINESS EDUCATION

3331 COMPUTERISED DOCUMENT PROCESSING III 7(PASS)

EXAMINATION OF NOVEMBER 2017  
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C.T.C.O.  
15/10/25

DIRECTOR  
QUALITY ASSURANCE AND STANDARDS  
MINISTRY OF EDUCATION  
P. O. Box 30426 - 00100,  
TEL: 318581  
NAIROBI

Secretary  
Kenya National Examinations Council



Chairman  
Kenya National Examinations Council

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(See overleaf for conditions of issue)

# BEE/S: NOTES

## 1.0 CONDITIONS OF THE AWARD OF SINGLE CERTIFICATE

- 1.1 Certificates are awarded to candidates for the examination subject to the following conditions:
- 1.1.1 the name of the candidate;
  - 1.1.2 the candidate's index number;
  - 1.1.3 the candidate's gender (F-Female, M-Male);
  - 1.1.4 the name of the institution;
  - 1.1.5 the subject taken by the candidate in the examination;
  - 1.1.6 attainment in the subject taken (grades 1 to 8);
  - 1.1.7 the year and series of the examination;
- 1.2 Attainment in a subject is indicated by a grade of which Grade 1 is the highest and Grade 8 is the lowest.

GRADE	CATEGORY
1	Distinction
2	
3	Credit
4	
5	
6	Pass
7	
8	

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*15/10/25*

## 2.0 CONDITIONS OF ISSUE

This certificate is and remains the property of the KNEC at all times and is issued on the following conditions:

- 2.1 any alteration to this certificate renders it invalid;
- 2.2 the certificate must be surrendered to the KNEC on request;
- 2.3 declining a grade shown on this certificate renders it invalid and must then be returned to the KNEC for cancellation;
- 2.4 use of an altered certificate constitutes a criminal offence.

## 3.0 CONFIRMATION OF RESULTS

If confirmation or clarification of any detail recorded on this certificate is required, please write to the Council Secretary, KNEC, Box 73598-00200, Nairobi, Kenya.

