

EDUSENTA DISTANCE LEARNING

A CENTER OF POSSIBILITIES

COLLEGE CATALOGUE

EST 2022

SUMMARY

It is my pleasure and joy seeing you read our catalog as Edusenta DL. The catalog contains everything about the online learning platform. It includes information on our courses, programs of study, academic policies and procedures, certificate and diploma requirements and fees, the policies guiding staff and students during the course of learning and interaction in Edusenta, the academic calendar among others.

The institution was founded to provide post-secondary education to learners and especially those who are disadvantaged financially or circumstantially. We offer affordable, accessible and at times free programs fully online.

We are dreaming of a world in which all qualified high school graduates have access to higher education, regardless of their financial, geographic, political, and personal circumstances.

We have two study programs currently; the regular and short courses. The regular offers certificates and diploma in Business Administration, Information Technology and Theology. The program shall be offered in partnership with other established colleges and universities.

On the other hand, short programs are majorly self-paced and will be offered some in partnership with other colleges and some independently by Edusenta. They will cover almost all fields of study depending on the resources required to offer the courses.

We envision to create a very interactive environment for learners so that they grow academically and socially. We are currently targeting to reach the East African population and establish a reliable online learning platform that is authenticated and certified to provide quality learning to everyone. We have a vision to provide education to learners on the basic and official languages used by people in seven East African countries so as to ease communication.

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CHAPTER 1: INTRODUCTION

The Edusenta DL concept

With ever expanding digital space around the globe, there is need to have an online learning center in Africa to interconnect learners and institutions of higher learning to have common education base. This ranges from use of common languages to gathering of similar quality knowledge. This will bridge the inequality gap based on how different certain countries or regions are compared to others in terms of learning institutions.

There are African countries speaking French while some speak English. The communication between people of two such states would be difficult negatively impacting the social well-being and business between such states or people.

Due to this, EDL will start by offering Four languages; English, Kiswahili, French and Arabic.

Secondly, we intend to provide technical knowledge in short term courses that are mostly self-paced and could last from weeks to some months. The fields would range from professional development, business, information technology, lifestyle, trading among others.

Lastly, EDL intends to collaborate with institutions of higher learning in Kenya and other countries to provide online programs. Currently, we are focusing on three programs, namely; Business Administration, Information Technology and Theology.

The programs would be accessible to learners across the regions and possibly the continent. This for instance, will make a student in Democratic Republic of Congo to pursue a course from a prestigious university in Kenya at a very affordable fee and in some cases, learners would receive financial aid to facilitate their learning.

Vision, Mission and Core Values

Vision

Our vision is to see an educated community, nation, region and continent beyond all obstacles.

Mission

To build a better future for everybody through provision of affordable high level education to learners through online platform.

Core Values

Excellence

Accessibility

Affordability

Reliability

Target population

The birth of EDL is Kenya but it aims to be a global center of learning. We intend to reach young people who completed their high school education but due to challenges such as finances or disabilities get access to certificate or diploma courses from their homes as long as they have access to internet.

This will extend from Kenya, to East Africa to the whole of Africa as we expand. East African Community for example seeks to have one common language, say Kiswahili to be used across all the states.

We are also targeting the professionals who have no time to attend regular programs due to their tight work schedule. They will have time in the evenings to attend to their programs with ease as long as they have internet.

People who will need to equip themselves with technical skills, from whichever place they are will have an opportunity to do so.

We are not limited to countries because we are fully online.

CHAPTER 2: POLICIES AND GUIDELINES

Non-discrimination policy

Edusenta does not discriminate people on any basis, be it race, country or any other factor. We prohibit all forms of harassment. We strive to ensure equal opportunities from admission through to completion of your study.

Privacy policy

Edusenta respects the privacy of the learners, staff and other users. The educational records are confidentially kept and not published or revealed to a third party

Students' records

All students records are permanently stored at the college including the dates, course done, units done and credits earned.

Sexual Harassment Policy

Sexual harassment is defined as unwelcome sexual advances, references and overtures, and requests for sexual favors including all communications in person, and online including any setting including email, social media, texting and sexting. Both men and women may be victims of sexual harassment, and sexual harassment may occur between individuals of the same gender. Sexual harassment may occur when there is an authority differential such as between Course Instructors and students, or may occur with persons of the same status at the institution. The violation therefore is against our policy and state policy and won't be condoned.

Student Identity Verification Policy

The Student Identity Verification Policy applies to all courses or programs offered by Edusenta, beginning with the submission of original or notarized documents during the application process, and continuing through to a student's graduation, transfer, or withdrawal from the institution. The institution must verify that valid documents are submitted by the learners and that they indeed belong to them and not forged.

Learners should also ensure that they keep their login details well to prevent misuse by other users.

CHAPTER 3: CODE OF CONDUCT

Code of Academic Integrity

Every student is expected to follow standard rules of academic integrity. As an institutions, we strive to uphold integrity and honesty in all academic activities. All assignments and course works submitted must present the original work by the student and not work copied from other learners or sources with proper references and citation.

Activities that are a breach of the academic code of conduct are:

i. Plagiarism

It is the unintentional or intentional representation of the words or ideas of another as one's own work in any academic exercise.

ii. Unauthorized Assistance

It is the completion of an academic exercise or exam by someone other than the student, using or receiving copies of the work of someone who had previously taken the course, or collaborating without acknowledging the collaboration.

iii. Misrepresentation

It is lying or misrepresenting a student's personal situation to a University member in attempt to receive special circumstances, permissions, quiz and/or exam resets, or extensions.

iv. Collusion

It is assisting another student in committing an act of academic dishonesty, including providing Information about or copies of one's own work from a course that had been previously taken

It is the duty of students, staff, administration and teachers at Edusenta to ensure that all academic practices are followed according to the required standards. Cheating students should be reported by colleagues or teachers for appropriate disciplinary action.

General code of Conduct

The general code of conduct is adopted to maintain the quality of education and professional standards or Edusenta. Students are required to strictly adhere to the laid rules at all times.

All members of Edusenta are expected to engage in socially responsible behavior, upholding these principles in all areas of academic life, including electronic and other communications.

We strongly value freedom of expression and encourages diverse viewpoints in an environment where every individual is treated with civility and respect. No member of the institution is permitted to behave in a way that may be perceived as harassing, offensive or hostile; all members are required to show students, instructional personnel, staff, volunteers, and

administrators respect at all times. Harassment, threatening behavior, or deliberate embarrassment of others will not be tolerated and will be considered to be a violation of the General Code of Conduct and grounds for disciplinary action, which may include immediate removal from the course or dismissal from the learning institution. Solicitation of other students for financial assistance or business enterprises are expressly prohibited.

Disciplinary Process

All academic violations shall be reported to the officer of Student Services for appropriate action to be taken. Breaches of the Code of Academic Integrity and the General Code of Conduct are grounds for disciplinary action and are permanently noted in a student's academic record. All violations are cumulative and may accumulate throughout a student's studies at Edusenta, regardless of which course the violations take place in. All General Code of Conduct violations will be defined as severe violations, unless the Office of Academic Affairs decides otherwise.

First violation will have a warning issued, **second**, a zero mark will be issued, **third**, a zero grade issued to the subject.

In cases where an act of academic misconduct remains undiscovered until after credits have been issued or a degree is awarded, Edusenta reserves the right to revoke any credits or grade based on new revelations about academic issues including, but not restricted to, admission credentials, coursework, research or other final projects.

CHAPTER 4: PARTNERSHIPS

Learning Institutions

We ought to partner with established colleges or universities in offering regular programmes. They include the certificate and diploma programmes. The partnership will range from having course work to working with teachers to offer learning services. We will also be carrying our graduation process together.

We will also partner with institutions like KASNEB and KNEC to offer certificate and professional programs like CPA.

Financial Supporters

Many organizations might be willing to throw their weight in to support learners from different regions. They could be county governments supporting their citizens, other private investors or even the main government.

Our duty shall be to ensure a resounding agreement to achieve our main course, which is to provide education to learners.

Volunteer Instructors

We intend to bring on board as many supporters as possible. Especially tutors who are actively in service or the retired ones but feels that they can still offer so much to learners.

This will happen in both regular programs and short term technical courses.

We welcome everybody on board, who feels that he or she can offer any to Edusenta as an institution or to the students to ensure that we reach as many people as possible.

We intend to engage neighboring states namely; South Sudan, Uganda, Democratic Republic of Congo, Tanzania, Rwanda and Burundi to ensure that our dream is achieved.

CHAPTER 5: ADMISSION

Admission Requirements

Our programs are categorized into two main aspects; short term technical courses and regular ones.

Short Term courses.

These courses are majorly self-paced such that the learner is not restricted to a particular program an time to study. The learner will take as much time as s/he wishes.

Such courses don't have specific requirements to enroll. Anyone who wishes to pursue such program will only need to be conversant with English language.

The courses have ready certificates that are available upon completion. Once the course requirements are met, your certificate will be made available to you.

Regular Programmes

Much information about regular requirements will be found in the next chapter academics under the curriculum.

The Admission Process and deadlines

Short Term courses.

The learners will just be required to visit our main website and select the program to enroll. We have those that are free and those that are chargeable.

You shall be required to create an account on the platform before you can enroll to any course. The account opening process takes very little time.

Kindly note that the way you input your name is the same way it will appear on your certificate. To ensure your certificate rhyme with other professional documents, input your full names as they appear on your identity records.

Take note of your username, email and password since you shall be using them to login.

Regular Programmes

They admission process will begin by filling the course registration form. In the form, you shall fill details such as your names, email, national id number, course you are applying, gender, phone number, country, physical address, previous education performance, and you shall be required to attach your certificate and id photos.

Once the assessment is made by our team and established that you meet the minimum requirements for the programme you are applying for, you will receive an email from us confirming your admission, rules expected to be adhered to, login details for different learning platforms and a student card image.

Academic Calendar

Our regular program has three terms in a normal calendar year. An academic year shall comprise of two academic terms.

A term will run from January to April, May to August and September to December.

| Academic Calendar | Term 1 | | Term 2 | | Term 3 | |
|-----------------------------------|-------------------------------|--------------------------------|----------------------------|------------------------------|-----------------------------|------------------------------|
| First day of the term | 9 th January 2023 | | 8 th May 2023 | | 4 th Sept 2023 | |
| | First day | Last Day | First day | Last Day | First day | Last Day |
| Term Period | 9 th January 2023 | 14 th April 2023 | 8 th May 2023 | 11 th August 2023 | 4 th Sept 2023 | 15 th Dec 2023 |
| Course withdrawal period | 9 th Jan 2023 | 27 th Jan 2023 | 8 th May 2023 | 26 th May 2023 | 4 th Sept 2023 | 22 nd Sept 2023 |
| Course registration period | 1 st December 2022 | 30 th December 2022 | 3 rd April 2023 | 28 th April 2023 | 1 st August 2023 | 25 th August 2023 |
| Final exam period | 3 rd April 2023 | 6 rd April 2023 | 31 st July 2023 | 4 th August 2023 | 4 th Dec 2023 | 8 th Dec 2023 |

CHAPTER 6: ACADEMICS

The Curriculum

Edusenta seeks to attain global status based on the quality of educational resources that will be offered. Quality resources shall be made available to the learners by engaging resourceful instructors to ensure that students who go through our learning process are full of knowledge and content despite the program being online.

Our short term technical courses shall be as reliable as possible.

Our regular programmes shall also follow the curriculum that is standardized by the state and the legal educational bodies.

LIST OF COURSES

A. CERTIFICATE

1. Business Administration
2. Information Technology

B. DIPLOMA

1. Business Administration
2. Information Technology
3. Theology

C. PROFESSIONAL COURSES

1. Certified Public Accountants (CPA)

D. LANGUAGES

1. English
2. Kiswahili
3. Arabic
4. French

E. SPECIALIZED PROGRAMMES

1. Professional Training
2. Numerous short term self-paced courses.

COURSE DETAILS

CERTIFIED PUBLIC ACCOUNTANTS (CPA)

Foundation

- i. Financial Accounting
- ii. Communication Skills
- iii. Introduction to Law and Governance
- iv. Economics
- v. Quantitative Analysis
- vi. Information Communication Technology

Intermediate

- i. Company Law
- ii. Financial Management
- iii. Financial Reporting and Analysis(Incorporating IPSAS)
- iv. Auditing and Assurance
- v. Management Accounting
- vi. Public Finance and Taxation

Advanced

- i.** Leadership and Management
- ii.** Advanced Financial Reporting
- iii.** Advanced Financial Management

Specialization (Select one, Double specialization allowed)

- i. Advanced taxation Advanced
- ii. Auditing and Assurance
- iii. Advanced Management Accounting
- iv. Advanced Public Financial Management

BUSINESS ADMINISTRATION

CERTIFICATE IN BUSINESS ADMINISTRATION

Introduction

The certificate in Business Administration is meant to provide students with a wide range of technical and technological skills required in the business world.

The program runs for one academic year, which consist of two modules.

The course covers various business aspects such as public relations, marketing, human resource management, supplies management, and communication and office administration.

Qualification

KCSE Mean Grade of D Plain, D in Mathematics for Kenyans

Duration

One academic year

Subjects

Module I

1. CBA 101: College Success
2. CBA 101: Communication Skills
3. CBA 102: Introduction to Accounting I
4. CBA 101: College Algebra
5. CBA 204: Principles of Human Resource Management

Module II

1. CBA 105: Principles of Information Technology
2. CBA 106: Principles of Finance
3. CBA 107: Introduction to Marketing
4. CBA 108: Principles of Management
5. CBA 101: Health Awareness & Life skills

DIPLOMA IN BUSINESS ADMINISTRATION

The diploma program is built on a strong foundation and provides a broad understanding of business and business fundamentals. Students learn how to apply appropriate business models in decision-making situations, perform effectively within a team environment, and apply ethical reasoning to business situations.

Requirements

KCSE mean grade C- (minus) (Kenyans)

Module I

1. DBA 101: College Success
2. DBA 102: Communication Skills
3. DBA 103: Introduction to Accounting I
4. DBA 104: College Algebra
5. DBA 105: Principles of Human Resource Management

Module II

6. DBA 201: Principles of Information Technology
7. DBA 202: Principles of Finance
8. DBA 203: Introduction to Marketing
9. DBA 204: Principles of Management
10. DBA 205: Health Awareness & Life skills

Module III

11. DBA 301 Quantitative Methods
12. DBA 302: Principles of Cost Accounting
13. DBA 303: Introduction to Business Law
14. DBA 304: Fundamentals of International Business
15. DBA 305: Introduction to Psychology

Module IV

16. DBA 401: Principles of Microeconomics
17. DBA 402: Introduction to Accounting II
18. DBA 403: Introduction to Supply Chain Management
19. DBA 404: Entrepreneurship
20. DBA 405: Organizational Behavior

Module V

21. DBA 501: Human And Public Relations
22. DBA 502: Introduction to Sociology
23. DBA 503: Introduction to Business Statistics
24. DBA 504: introduction to Operations Management
25. DBA 505: Management Information Systems

Module VI

DBA 601: Industrial attachment

DIPLOMA IN THEOLOGY

Duration: 2 years

KCSE C-(Kenyan)

CORE COURSES

Module I

1. THEO101: Communication Skills
2. THEO102: Ministerial Mentorship
3. THEO103: Introduction to Study of Theology
4. THEO104: Basic Computer Literacy
5. THEO105: Introduction to Christian Education
6. THEO106: Introduction to Study of Old Testament

Module II

7. THEO107: Introduction to Study of New Testament
8. THEO108: Early and Medieval Church History
9. THEO109: Reformation and Modern Church History
10. THEO110: Christian Doctrines
11. THEO111: Principles of Church Management
12. THEO112: Church Planting

Module III

13. THEO201: Principles of Worship
14. THEO202: Introduction to African Traditional Religion
15. THEO203: Introduction to Biblical Interpretation
16. THEO204: Pastoral Ministry
17. THEO205: Apologetics
18. THEO206: Preaching Skills

Module IV

- 19. THEO207: Introduction to Methodism
- 20. THEO208: World Major Religions
- 21. THEO209: Christian Ethics
- 22. THEO210: Guidelines for Leadership
- 23. Elective I
- 24. Elective II

Module V

THEO301: Circuit/Parish Attachment

ELECTIVES

- THEO211: Christian Nurturing
- THEO212: Church and Politics in Kenya
- THEO213: Spread of Islam in Africa
- THEO214: Discipleship
- THEO215: Resolving Church Conflicts

Total (Two Electives required)

DIPLOMA IN INFORMATION TECHNOLOGY (IT)

The diploma program is meant to enable students to explore the field from a range of perspectives, gaining a fundamental understanding of the mathematical and scientific principles underlying computing and information technology and of their application in the field. Students learn how to apply strategies for the effective design of computing systems; analyze problems using multiple perspectives, methods, and tools; and develop their critical thinking in respect to computer ethics.

Duration: 2 years

Requirements: An aggregate grade of C- (MINUS) in KCSE and a minimum grade of C- (MINUS) in Mathematics and English

COURSE STRUCTURE

| Semester I | | |
|--------------------|---------------------------------------|---------------|
| Course Code | Course Title | Credit |
| DIT051 | Introduction to Computers | 30 |
| DIT052 | Business Communication Skills | 30 |
| DIT053 | Programming Concepts | 30 |
| DIT054 | Introduction to Computer Applications | 30 |
| DIT055 | Computer Networks 1 | 30 |
| DIT056 | Basic Mathematics | 30 |
| Total | | 180 |

| Semester II | | |
|--------------------|-----------------------------|---------------|
| Course Code | Course Title | Credit |
| DIT061 | System Analysis and Design | 30 |
| DIT062 | Internet Technology | 30 |
| DIT063 | Operating Systems | 30 |
| DIT064 | Computer Security | 30 |
| DIT065 | Event Driven Programming | 30 |
| DIT066 | Database management Systems | 30 |

| | | |
|--------------|--|------------|
| Total | | 180 |
|--------------|--|------------|

| Semester III | | |
|---------------------|-----------------------------|---------------|
| Course Code | Course Title | Credit |
| DIT071 | Computer Networks II | 30 |
| DIT072 | Fundamentals of Accounting | 30 |
| DIT073 | PC Support and Maintenance | 30 |
| DIT074 | Web Design and Publishing | 30 |
| DIT075 | Project (2 Units) | 30 |
| DIT076 | Object Oriented Programming | 30 |
| Total | | 180 |

| Semester IV | | |
|--------------------|--------------------------|---------------|
| Course Code | Course Title | Credit |
| DIT075 | IT Project Management | 30 |
| DIT081 | Software Engineering | 30 |
| DIT082 | Principles of E-commerce | 30 |
| DIT083 | Mobile Programming | 30 |
| DIT084 | Entrepreneurship | 30 |

| | | |
|--------------|-----------------------------|------------|
| DIT085 | Web Hosting and Maintenance | 30 |
| Total | | 180 |

| | | |
|--------------------|-----------------------|---------------------|
| Semester V | | |
| Course Code | Course Title | Credit hours |
| DIT 091 | Industrial attachment | 60 |
| Total | | 60 |

CERTIFICATE IN INFORMATION TECHNOLOGY

Mean grade D (Plain) at KCSE or equivalent.

Course Outline

Module I

- CIT001 Communication skills
- CIT002 Life skills
- CIT003 Entrepreneurship/Business plan
- CIT004 Introduction to information communication technology
- CIT005 Computer application I
- CIT006 Mathematics
- CIT007 Operating systems

Module II

- CIT008 Basic electronics
- CIT009 Structured programming
- CIT010 Computer maintenance and support
- CIT011 Computer application II
- CIT012 Research methodology/ Trade project
- CIT013 Industrial attachment

GPA, Credit Hours and Grading

Grade Point Average (GPA)

A student's grade-point average (GPA) is determined by dividing the number of grade points earned by the number of units attempted. The total grade points earned for a course equals the number of grade points assigned times the number of course units. For example, if a student takes three 3-credit courses and receives grades of A, B, and D, then the CGPA for the term equals the total grade points $(4*3) + (3*3) + (1*3) = 24$ divided by the total course units (9). The resulting CGPA is 2.7. Students are required to be in good academic standing and must earn a cumulative grade point average of at least 2.00 in all coursework attempted at Edusenta and earn an overall grade point average of at least 2.00 in all courses taken in the area of study in order to graduate.

Credit Hours

Edusenta employs a system of assigning course credit hours to all subjects to track student achievement. The semester hour is used to quantify and represent the time an average student is expected to be actively engaged in the educational process. It represents a reasonable expectation of the time it will take the average student to achieve the stated learning objectives in a given course.

All learning takes place online, and Edusenta awards academic credit upon the successful completion of a course. It is our policy that every semester hour is equivalent to a minimum of 45 hours of work for students during the course of the term, with the remaining hours devoted to the additional preparation required to complete all of the academic work both comprising and representing the corresponding credit hours.

We award academic credit to its students upon the successful completion of a course.

Grading

At the end of each term, the student subject performance is graded in four different aspects as shown in the table below.

The minimum passing grade for a subject is a Fail. A student with a fail shall have an option to retake the subject.

Grades

| Average | Grade Letter | Grade | Points(GPA) |
|------------|--------------|-------------|-------------|
| 70% - 100% | A | Distinction | 4.0 |
| 60% - 69% | B | Credit | 3.0 |
| 50% - 59% | C | Pass | 2.0 |
| 40% - 49% | D | Pass | 1.0 |
| Below 40% | F | Fail | 0 |

The Study Process

Edusenta has an interactive and active study process for students. Despite being online, learners have a classroom feeling with as much engagement as possible.

Our study process engages 80% study materials and 20% live video engagements. Learners are presented with subject notes, activities including recorded video work, assignments, discussions and quizzes. They have less live video engagements according to their planned schedule with their teacher.

Our online platforms have configured live video facilities to help learners and teachers engage.

There are discussion forums in which students engage, which are at times graded depending on the unit being pursued.

There are systemized assignments done every week and marked by the system. There are assignments done and submitted for the teacher to mark and grade.

At the end of the term, students sit for an examination.

Examinations

All the examination dates are indicated on the academic calendar, which is made available at the beginning of an academic year. They are carried out online with supervision of the teachers.

There are graded quizzes in the course of the term, the assignments and main end term examinations which constitute a full grading of a student in a term.

Library

Edusenta currently is using online library repositories for its use. There are a number of links recommended on our main website for use.

Once our independent library is set up, we shall share the link with learners to access using login details that will be shared.

CHAPTER 7: FINANCE AND FEES

Fee Structure and payments

Edusenta is currently deliberating on the favorable structure to charge students based on partnerships with different learning institutions. That is for the regular programs.

For short technical courses, the fees are set that must be paid before enrollment is done. The fees are set based on the material depth and complexity of the course being offered.

Financial Aid

Currently, we don't have any financial aid program, usually referred to as scholarship. In the course of operation, as we continue engaging various stakeholders, we shall begin rolling out such programs and the requirements for eligibility.

CHAPTER 8: OFFICES AND DEPARTMENTS

To effectively manage the affairs of Edusenta, the following offices or departments are in operation;

Administration Office

It shall be in charge of all operations of the institution. It shall comprise of the Principal and the head of various departments listed below.

Information Technology Office

Being an online institution, the IT department shall be the most active and fundamental department handling majority of the duties.

It shall be divided into;

IT support, dealing is all internet, installation and portal related issues.

IT for academics, dealing in uploading of courses and study materials online.

Admissions and Records Office

This shall be in-charge of all admissions into regular program.

It shall counter check to ensure that valid documents are provided by the students applying for enrollment.

All the documents are then well stored online and offline by the office for future use.

Once the office is satisfied that the student meets all the requirements, and verifies that the required fee payment is made, a student is officially enrolled in the course.

Academic Affairs Office

The office shall monitor the learner's academic progress to ensure that s/he attends classes, is enrolled in the right program.

To ensure that the teachers are allocated classes and are attending to them as expected.

To calculate and communicate student's performance in their studies.

To ensure learning materials are made available to students in time.

To ensure that the curriculum is up to date.

Overseas different faculties; Business Administration, Information Technology and Theology.

An internship office shall be set up under this department to track the progress of students during internship programs.

Student Services Office

This office is in charge of all student affairs in the institution.

The areas of specialization shall range from;

Course withdrawals and re-joining

Academic leaves

Disciplinary issues

Student complaints

The office will also be in charge of organizing for graduations.

Finance Office

The office shall be in charge of all finance matters. It is divided into three sub-wings;

- i. Payments office
 The office shall handle office operational cost issues.
- ii. Financial Aid Office
 The office shall handle all matters regarding financial aid and scholarships
- iii. Fee Payments Office.
 The office shall handle all student fee payment issues.

CHAPTER 9: GRADUATION

Graduation Requirements

Students shall be eligible for graduation upon meeting the minimum requirements set up by the institution for that particular program. A student who scores a pass, credit or a distinction shall be eligible for graduation.

Students graduating with a distinction grade shall get a special certificate from the institution's principal as a special honor for outstanding performance.

Graduation Process

The graduation shall be carried out in liaison with colleges and universities with which we shall be offering the courses with.

After meeting the requirements for graduation, the students will have to pay the graduation costs as it is always the norm and avail themselves in different venues as it shall be communicated. An online graduation for those who shall not be in positions to travel will also be available.

The students will be thereafter offered their official graduation certificates plus their transcripts.

CHAPTER 10: CONTACTS AND ONLINE PORTALS

Campus Contact Details

Our official website has a contact form for anyone to raise any query.

The following shall be the emails to be used for communication.

1. info@edusenta.com for all Edusenta communications of any kind.
2. finance@edusenta.com for finance and fee related issues.
3. student.services@edusenta.com to air student related concerns.
4. admission@edusenta.com for admission related issues.
5. academic.affairs@edusenta.com for academic related issues.
6. itsupport@edusenta.com for IT related issues.
7. library@edusenta.com for library related concerns.
8. Professionaltraining@edusenta.com for organization seeking professional engagements.
9. teaching@edusenta.com for staff seeking to teach at Edusenta.

Online Portals

10. <https://edusenta.com>. This is Edusenta's main site. It has all the details required by learners.
11. <https://globe.edusenta.com>. This is the account portal in which those engaged in regular programs login to track their progress.
12. <https://reg.edusenta.com>. This is used by students for registration of courses. It is done before the start of a term.
13. <https://reg.edusenta.com/admin>. This is used by admin to confirm registration of courses.
14. <https://bit.ly/3OpKLNA> this is the course application form for new students.
15. <https://webmail.edusenta.com> this is used for login to the Edusenta emails.