

WELCOME  
ALUPE UNIVERSITY COLLEGE

SCHOOL OF BUSINESS ECONOMICS AND HUMAN RESOURCE  
DEVELOPMENT  
(SBEHRD)



**Dr. CPA Arnety N. Makokha**

Ag. DEAN SBEHRD

Coordinator Performance

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## Message from the Dean

The Principal, Deputy Principal ARSA, Deputy Principal AFD, Deans of Schools, Dean of Students, COD's, HOD's, faculty, all administrative staff and our students. I take this opportunity to join hands with earlier presenters in welcoming all first year students to Alupe University College, a University of Bastion of Knowledge.

# SBEHRD

❖ SBEHRD is a school that offers Business courses in a variety of fields ranging from Finance, Accounting, Supply chain Management, Economics, Hotel and Hospitality, Marketing, Human Resource Management, Communication and Public Relations and Entrepreneurship.

# Vision and Mission

## ❖ Vision

To be a vibrant School that is dedicated to educational excellence in Management Science.

## ❖ Mission

Development of a globally competitive human resource in business management, economics, hotel & hospitality, communication and public relations through quality training research, and innovation.

# Core Values

- ❖ Professionalism and integrity
- ❖ Quality
- ❖ Customer Focus
- ❖ Creativity and innovation

## Why choose SBEHRD Cont:

- ❖ It provides an academically-Challenging learning environment, where students develop critical thinking skills which enables them make ethical decisions.
- ❖ It Provides learners with both practical and sense of social justice skills which enables them to not only transition into workforce but also transition as responsible Managers.

## Why Choose SBEHRD cont:

- ❖ Learners of Hotel and Hospitality department are exposed to real work experiences through undertaking Practicals' in food production and food service housekeeping and laundry, front office and guest relation and events management practical's. The skill is further enhanced through industrial attachment at the end of second and third year.

# Cont:

❖ Learners of Business Management are exposed to: Preparation of budgets, Analysis of financial statements - enables know a going concern business, preparation of business plans, customer care skills, preparation of financial statements for companies and financial management skills. The skill is enhanced at third year through industrial attachment to various specializations.



# Prospective specializations

❖ Skills acquired will enable one to work in any of these areas: Accountants, Financial Analyst, investment analyst, Insurance Experts, Procurement Officers, Human Resource professionals, Food Production Professionals, Tourism and Hotel Researchers, Hoteliers, Lecturer, Economists, Marketers, Bankers, Auditors, Entrepreneurs, event organizers and Journalists.

# Employment Opportunities

- ❖ For Business Management Course: The opportunities are in various sectors; Banking, Education: (Universities, Colleges, Schools, TVET institutions), Insurance firms, Audit firms, Hotels and restaurants, Financial Institutions, lecturing in various institutions, researchers
- ❖ For Hotel and Hospitality course: Employment opportunities are in different sectors such as, hotels, Restaurants, Hospitals, Schools and colleges, members only clubs, event management companies, lecturing in various TVET and vocational institutions and also being researchers in the field of tourism and hospitality, and becoming toastmasters.

# **Programs and admission requirements**

The school offers four (4) undergraduate programs.

## **❖ Bachelor of Business Management (BBM)**

KCSE Mean grade C+ and at least C in English and Maths or Commerce or Economics or Business Studies or Accounting OR Ordinary Diploma in business related field from a recognized institution OR CPA/CPS or HND holders from recognized institutions

## ❖ Bachelor of Arts in Economics

KCSE Mean grade C+ and at least C in English and Maths OR Two principal passes at 'A' level, OR Have a diploma in development related field from a recognized Institution

## ❖ Bachelor of Hotel and Hospitality Management

Mean grade of C + (Plus) at KCSE OR Two Principal passes and the subsidiary pass at KACE - 'A' Level OR Diploma in a related discipline from a recognized institution OR Higher National diploma in a related discipline from a recognized institution.

## ❖ Bachelor of Science in Communication and Public Relations

K.C.S.E Mean grade of C+, with at least a C + in English, a C+ in Kiswahili and a C- in Mathematics OR Candidates with diploma qualifications in Public Relations, Human Resource Development, Education, and any other relevant areas also qualify for admission (With a Distinction or Credit).

**N/B:** The 2019/2020 intake, we only had two programs: BBM and BHMM

# DIPLOMA PROGRAMMES

The school offers four (4) Diploma Programs:

(1) Diploma in Business Management

(2) Diploma in Economics

## **Admission Requirements to these programs**

Minimum grade of C- (Minus) at KCSE, with at least C-(Minus) in English /Kiswahili, D+ in Mathematics or Accounting or Commerce or Economics or Business Studies **OR** “A” Level Qualification with at least a subsidiary pass **OR** Any other Certificate awarded by an institution recognized by Moi University Senate

(3). Diploma in Tourism Management

(4). Diploma in Hotel and Restaurant Management

**Admission requirements to these programs:**

Minimum grade of C– (Minus) at KCSE Level with at least D+ in English and Kiswahili OR 'A' Level

Qualification with at least a subsidiary pass OR Any

other Certificate awarded by an institution

recognized by Moi University Senate

# DEPARTMENTS



Department of Management Science,  
Development Studies and  
Communication.

Dr. Charles Omoga

Chairman of Department (COD) and  
Examination Coordinator at School level  
Lecturer Business Information Systems  
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## Department of Hotel and Hospitality, Marketing and Human Resource

Dr. Hillary Busolo

Chairman of Department (COD),

Director Quality Assurance

Lecturer Marketing

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**Department of Finance,  
Accounting, Economics and  
procurement.**

Mr. Levi Kachilei

Chairman of Department (COD)

Lecturer economics

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# Other Staff



Mr. Nehemia Kosgei  
Lecturer development Studies  
Coordinator of Diploma Programs SBEHRD  
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Ms. Ruth Adhoch  
Lecturer Hotel and Hospitality  
Coordinator Hotel and Hospitality  
Coordinator Industrial. Attachment of the School  
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Ms. Caren Jerop  
Lecturer communication Skills  
Exam Coordinator and time tabling of the School  
Contact +254721639651

# Important Information to Note

- Online teaching will begin on 28<sup>th</sup> September, 2020.
- Purchase laptops to enable attend online classes comfortably
- First semester course units and lecturer contacts attached
- Teaching Time table first semester 2020/2021 will be provided on the website
- Course registration forms: To register the courses that will be undertaken by a student in a semester – on website
- Class attendance: A student should attend all classes, undertake all assignments before being allowed to sit the main examination. In case of any problem , notify your course lecturer

# Important Information Cont.

- Course assessment: Students will be assessed through CATs, Assignments: 30% while Main examination will be rated at 70%.
- A student will be allowed to proceed to the next Academic year after attaining a pass mark of 40% in all course units taken.
- Inter school transfer: there is a procedure to be followed and timeline to be observed.
- Mentoring: students are attached to lecturers to be mentored throughout the academic period

# First semester course units and lecturers contacts

## Bachelor of Business Management (BBM)

<b>S/N</b>	<b>COURSE CODE</b>	<b>COURSE TITLE</b>	<b>Contact lecturer</b>
1.	BBM 112:	Principles of Accounting	0715896140
2.	BBM 111:	Computer Studies	0719571797
3.	ECO 110:	Introduction to micro Economics	0707032621
4.	SBE 101:	Health Awareness	0727004941
5.	BBM 110:	Introduction to Business	0722370302
6.	SBE 102 :	Study and Library Skills	0721639651
7.	BBM 113:	Business Mathematics	0726578405

# First semester course units and lecturers contacts

## Bachelor of Hotel and Hospitality Management (BHBM)

<b>S/N</b>	<b>COURSE CODE</b>	<b>COURSE TITLE</b>	<b>Contact Lecturer</b>
1.	STH 111:	Introduction to Tourism	0723678465
2.	STH 115F:	Beginners French	0724352807
3.	STH 112:	Introduction to Hospitality Management	0722827247
4.	BHM 111:	Introduction to Hotel Economics	0707032621
5.	BHM 113:	Introduction to Marketing	0722370302
6.	STH 114:	Business Communication	0721639651
7.	STH 113:	Introduction to Tour and Travel Operations	0723678465

**THANK YOU**