

**INSTITUTE OF TROPICAL
AGRICULTURE, KUMASI
(KITA)**

*(PROFESSIONAL FARMERS TRAINING COLLEGE)
APPROVED BY THE MINISTRY OF FOOD AND
AGRICULTURE/GES/NVTI/MMDE, INTERNATIONAL
UNIVERSITIES & COLLEGES*

Univ. Box 293, KNUST, Kumasi
Tel: 0244 108 268 / 0244796059

**MOFA'S BEST INSTITUTION
FOR THE YEAR 2007 & 2010**

International Farmers Training Center

**Training, Consultancy, Research & Development
Centre for Technical & Vocational Agriculture and
Permaculture Design**

Email: kita_ghana@yahoo.com
Website: www.kita-ghana.org

Admission Ref: AL076/11

Date:

**OFFICE OF ADMISSIONS
ADMISSION FORM**

ADMISSION FOR FEB/MARCH 2012 ACADEMIC YEAR

Dear :

We have the pleasure to introduce you to KITA and our programs in response to your letter / call for enquiry received in

KITA - The institute of Tropical Agriculture, Kumasi is at the forefront of **Professional, Tertiary, Technical and Vocational Agricultural training since 1984**, offering a wide range of full time and part time courses for prospective and practicing farmers and agriculturalist. **COURSES OFFERED BY THE INSTITUTE INCLUDE:**

1. DIPLOMA IN TROPICAL AGRICULTURE, (DIPTA) – 3 YEARS

Entry Requirements: WA/ SSCE with 6 passes including English, Maths and Science, GCE 'O' level, Cert. A teachers, NVTI NCC, City and Guilds advanced, and MOFA Certificate in Agric.

Graduates Participate in National Service Scheme, UNIVERSITY ACCESS COURSE

2. CERTIFICATE IN GENERAL AGRICULTURE: 2 YEARS

3. NATIONAL VOCATIONAL TRAINING INSTITUTE (NVTI) – Grade ONE and NCC/City & guilds. 2YRS

Entry requirements for certificate courses: NVTI Grade TWO and ONE, **Farm institute NACVET, WA/SSCE with 4 PASSES, GCE 'O' Level 4 passes.** (Proceed to the Diploma with NCC and proceed to University)

4. SHORT CERTIFICATE COURSES in Poultry, Farm Management, Snail, Rabbitry, Grasscutter, Piggery, Horticulture and Landscape design, vegetables, Beekeeping, Turkey, Organic farming, Permaculture, Agribusiness, Entrepreneurship, Project proposal writing and Computer science. **CIVIL SERVANTS WHO WANTS TO START THEIR OWN BUSINESS 1day - 14 days**

5. DISTANCE LEARNING AND CORRESPONDENCE COURSES for working Professionals, Public/Civil servants, **TEACHERS, Police & Prison Officers, MOFA extension workers, etc in each of the Diploma, NVTI & Certificate and short courses.**

6. Seminars and workshops in new technologies for farmers, youth and women and community groups

SCHOLARSHIPS AND RESIDENTIAL (HOSTEL & BOARDING) FACILITIES AVAILABLE

CAREER PROGRESSION: Our programs have been running for **25 years** and it is designed for people who want to take up careers in agriculture as Farm Owners/Managers, NGO/Bank Project officers, Veterinary officers, Extension workers, Agricultural consultants and Researchers and Agric Entrepreneurs.

Diploma graduates partake in the **NATIONAL SERVICE SCHEME**, working mostly with MOFA, GES - teaching, NGOs, and other international Organizations. Most of our graduates from both Diploma and Certificate courses have **WON BEST FARMER AWARDS**, others have **RECEIVED SCHOLARSHIPS TO CONTINUE THEIR EDUCATION** both in Ghana and abroad. Others have received grants to start their own farms, NGOs.

We are pleased to bring our students in contact with **EXPERIENCED TRAINERS** drawn from the Universities, research Institutes, colleges, NGO,s Banks etc, who are recognized in their own fields of expertise and are able to deliver training of the highest caliber.

PLEASE TURN OVER FOR A SPECIAL NOTICE:

SPECIAL NOTICE:

You may qualify for admissions and the office will reserve a place for you. Unfortunately, we do not have enough information to process your admission.

Please complete form and send the following as soon as possible, either personally or by EMS to reach us for immediate attention:

1. Two self addressed & stamped A4 envelopes
2. Two recent passport pictures
3. Photocopies of Certificates and Results slips (originals to be shown at interview) / THOSE AWAITING RESULTS CAN APPLY.
4. Photocopies of testimonials (where readily accessible)
5. **GH¢50.00** for **ADMISSION FORMS**, and attach **GH¢50.00** for **ADMISSION FEES** to reserve your place **totaling GH¢100.00** to be sent with completed forms.

As soon as we receive the above requirements we shall send you all the necessary information you need for your admission including your **ADMISSION LETTER**.

There are **THREE** admission streams each year. **STUDENTS REPORT WITHIN FEBRUARY – MARCH, 2012 , AUGUST- SEPTEMBER 2012 AND NOVEMBER – DECEMBER 2012 OR EACH YEAR.**

SPECIAL OFFER:

Only few vacancies exist. If we do not hear from you within *10 days*, by *February 12th 2012.*, we will assume you are not interested in the offer and your place will be given to any of the numerous applicants on the waiting list.

If you are interested, please complete the attached form and send it to us with your admission fees.

METHOD OF PAYMENTS: PLEASE CALL 0244 108268 FOR DIRECTIONS.

You may make payments by **Bank Drafts, OR APEX TRANSFER TO ASOKORE RURAL BANK (ODUOM BRANCH) ACNO 344** . You can also pay directly by **CASH into KITA account number 603113000440** at **Ghana Commercial Bank Ltd, KNUST Branch, Kumasi** and present **PAY-IN SLIP** for your receipt. Send to us by **EMS or STC parcel office**.

Immediately we receive confirmation your admission letter would be posted to you straight away.

Come and turn your personal commitments into reality. We would very much appreciate your presence in one of our programs this academic year.

Do not hesitate to contact the office for further assistance on Tel: **0244 108268** / 0244 796059 / **03220- 96446/ 0244382175 OR VISIT WEBSITE: www.kita-ghana.org**

Location: Domeabra – Apromase off Oduom Anwomaso Junction near Mckeown Hotel and St. Louis Senior High School and KNUST.

Yours faithfully,

.....
 L.Owusu-Takyi
 Registrar Academic Affairs
 Tel: 0244 108268

.....

**INSTITUTE OF TROPICAL
AGRICULTURE (KITA)**
MOFA'S BEST INSTITUTION 2007
Professional Farmers College

Training, Consultancy, Research & Development

OBJECTIVES

- To provide professional technical agricultural training to the youth both literate and non-literate.
- To protect the environment for increased agricultural productivity.
- To undertake farmer based research to develop appropriate strategies for practicing farmers both commercial and subsistence.
- To enhance the transfer of modern agricultural technology to rural farmers through workshops, seminars, short courses, correspondence courses and overseas training.
- To assist rural farmers to have links to credit and inspire confidence of financial institutions in rural credit delivery.
- To provide consultancy to prospective and practicing farmers and trainees to establish their farms and identify market for their produce.
- To network with local and international institutions with similar objectives

HISTORY OF THE COLLEGE

Following a research report in 1976, it was proposed to establish Agricultural Technical College to cater for young school leavers who wish to take up farming as a career and to improve upon the skills of traditional farmers in Ghana.

In 1984, KITA was granted certificates to operate as a non-profit making institution under a Board of Trustees.

Since then, the institute has assumed National and International importance training students from West Africa including students from Europe.

The college has many students sponsored through many government institutions. Graduates also participate in the National Service Scheme in rural districts working as extension officers with MOFA and teaching in secondary schools.

SUPPORT FROM DONOR AGENCIES

The College has received a lot of support from donor agencies and has been able to develop further including:

1. Extra 50-acre College farmland
2. National Best Farmer Award in Tree-planting
3. New Buildings for Students and Staff
4. Extra support for Community Women Farmers
5. Extra support for graduates to win national Best Farmer Awards
6. Charity support for Old Women, Men and Children
7. Support for training of Refugees from neighboring countries especially Liberia
8. Improved Facilities for Foreign Students-Backpackers (Stay-on-the Farm) Programme
9. Increased enrolment of students
10. Improved facilities for lecturing and management staff

ACHIEVEMENTS

- KITA won National Best Agricultural Institution Award by MOFA in December 2007
- KITA won National best Agro-forestry Farmer Award in 1992.
- Over 800 graduates have won national Best Farmer Awards.
- About 500 graduates have received NGO grants to finance agro-forestry and other agro-enterprise projects

REVOLVING CREDIT SCHEME

KITA has developed a credit scheme to seek funds to provide a Revolving Fund credit for graduates who have applied to take up farming as a career in co-operatives after National Service on land KITA has purchased for this project.

DONOR AGENCIES

- African Development Foundation (ADF), USA
- The Royal Netherlands Embassy

- The African 2000 Network, UNDP
- The German Embassy
- The Co-operation for Development (CD), London
- The Commonwealth Development Co-operation (CDC), UK
- Commonwealth Fund for Technical Co-operation (CFTC), London, UK
- Perpetual Prosperity Pumps Foundation USA
- Trees for the Future USA

BOARD OF TRUSTEES

- Ministry of Food and Agriculture (MOFA)
- Ministry of Education (MOE)
- National Vocational Training Institute (NVTI)
- The Universities
- Soil Research Institute (SRI)
- Crops Research Institute (CRI)
- Department of Forestry (DOF)
- National Chief Farmers
- Community Chiefs

COURSES

Applications are invited from suitably qualified young and mature persons from Local, African and International Organizations who wish to study General Tropical Agriculture including Organic farming Technology as below:

1. **DIPLOMA IN TROPICAL AGRIC. (Dip. TA):** The 3-year course begins on August 1st. It consists of 6 semesters – 2 a year: 1st semester begins from Aug 1st to Nov 30th and 2nd semester from Feb 1st to June 30th. Admissions begin from 1st Jan to 30th June

HOWEVER SPECIAL ADMISSIONS ARE MADE IN **FEBRUARY/MARCH** EACH YEAR. ALSO IN NOVEMBER.

2. **Certificate in General Agric. – 2 YRS**
3. **NVTI - Grade 1 and NCC Gen. Agric**
4. **Distance Learning Courses in 1, 2, & 3**
5. **Short Courses (0 – 4 weeks): These run throughout the year.**

- Organic Farming Technology (OFT)
- Tropical Bee Keeping (TBK)
- Tropical Vegetable Farming (TVF)
- Agro-forestry/ Afforestation & Alley Cropping
- Tropical mushroom Farming (TMF)
- Tropical snail Farming (TSF)
- Animal Husbandry

- Crops Husbandry
- Agricultural Extension
- Fish Farming
- Horticulture
- Landscape Design
- Agricultural Engineering
- Tropical Crab Farming
- Farm Management
- Irrigation Technology
- Project Proposal Writing

ENTRY REQUIREMENTS

The basic entry requirements for the DIPLOMA include: SSCE/ WASSCE/ GCE O level - 5 credits including English, Maths, and a Science subject, **Cert. A Post-Sec**, NVTI/NCC / CITY & GUILDS ADVANCED or equivalent. MOFA CERTIFICATE IN AGRIC. Applicants from government and private organizations are treated as mature students.

The **School of Vocational Agriculture** accepts students with NVTI grade 1 & II and City and Guilds 1, farm Institute Grade A for admission to NVTI -NCC and City and Guilds Advanced Cert. which will later qualify them to continue into the Diploma in Tropical Agric - DipTA.

At the moment, over 10,000 young graduates and 2,500 traditional Farmers have been trained. Lecturers and resource personnel with adequate qualification and field experiences are drawn from the Faculty of Agriculture, the Kwame Nkrumah University of Science and Technology (KNUST). The Ministry of Food and Agriculture (MOFA), Crops Research Institute (CRI), Soil Research Institute, Forestry Department, Ministry of Education, Farms, NGOs, and Banks,

CONTACTS

THE REGISTRAR,

KITA, - INSTITUTE OF TROPICAL AGRIC
UNIV. BOX 293, KNUST, KUMASI, GHANA,
WEST AFRICA.

TEL: +233 **0244 108 268** / 0244796059/

0264108268

Email: kita_ghana@yahoo.com

Website: www.kita-ghana.org

KITA AWARDED BEST INSTITUTION BY MINISTRY OF AGRICULTURE (MOFA) IN THE EJISU JUABEN DISTRICT AT THE 23RD FARMERS DAY CELEBRATION ON 7TH DECEMBER 2007



Mr. Amofa(left), A graduate of KITA and a former District award winner presenting the certificate to Mr. Lovans Owusu-Takyi, Registrar and Programs Coordinator of KITA. The Dep District Director of MOFA Mr Alfred Nsiah behind the pulpit.

Kumasi Institute of Tropical Agriculture, KITA, was awarded the ‘**Best Institution**’ by the The Ministry of Food and Agriculture (MOFA) at the 23rd Farmers Day celebration in the Ejisu Juaben District, held on the 7th of December 2007. This award was in recognition of KITA’s immense contribution towards the development of agriculture in Ghana.

The District Director of Agriculture, Mrs Beatrice Mante said, KITA’s contribution to the development of quality human resource for agriculture and its community extension programs to the rural farmers in the district is uncomparable. KITA has been very instrumental in propelling the development of agriculture in the Ejisu Juaben District through its village development programs, agroforestry, environmental conservation, seeds and input support to the rural farmers, FBO’s, the youth and women in the district. She was extremely happy about KITA’s training in the MORE (Modular Organic Regenerative Environments) System and non-farm agro-enterprises such as mushrooms, snails, beekeeping, rural irrigation, rabbitry, grasscutters and its impact on the rural people in the district.

Receiving the award, Mr. Lovans Owusu-Takyi, the Registrar and Programs Coordinator, expressed KITA’s appreciation to the Ministry of Agriculture for the prestigious award given them. He added that the award is also in the right direction. Since 1984 the institute has turned up over 10,000 Diploma graduates most of whom are gainfully employed. He added that a recent survey revealed that about 40% of award winner farms in Ghana have KITA graduates working as farm managers in the farm. He cited Kumah Farms Complex(2nd National Best farmer for 2004), Embik farms in Agona, DAK Farms(2nd National Best Farmer 2007), Asare Farms, Akate Farms (National Best Farmer 2007), Jei River Farms etc. He also added that because of the quality training given to the students, about 35 percent of the graduates have also won best farmer awards in various categories within the district, regional and national levels. Others have established viable non profits, like Permaculture Network, by Paul Yeboah in techiman, and are very immersed in farmer extension and community development activities. Some have also received scholarships to study abroad. KITA introduced training in the MORE system this January, and this contributed towards the winning of this award.

Mr. Lovans added that, the Institutes activities goes beyond the district level and in the coming years KITA is going to work more with its international partners, volunteer organisations and the government agencies to improve the lives of rural farmers in Ghana.

MR. Lovans added that, the Institute is taking great steps to improve the training of professional human resources to develop the agricultural sector in Ghana. A comprehensive strategic plan is being drawn to turn the Institute into a University College by 2010. Perpetual Prosperity Pumps Foundation is providing support for this endeavour.

INSTITUTE OF TROPICAL AGRICULTURE, KUMASI (KITA)

(Professional Farmers College)
Training, Consultancy, Research & Development University
Center For Technical Vocational Agriculture & Permaculture Design
MOFA' S BEST INSTITUTION AWARD – 2007& 2010

AFFIX THE 2
PASSPORT SIZE
PHOTOS HERE

*(Don't attach any if you
have already sent them)*

FORM 1 ADM

ONLINE OFFICIAL ADMISSION FORM

Please Complete this form and send it to the Director by

PERSONAL DATA

1. Full name as on Certificate.....
2. Date of Birth..... Sex.....
3. Country..... Place of Birth..... Nationality.....
4. Present Postal Address.....
.....
Tel..... Fax.....email.....
5. Permanent/Home Address.....
.....
.....

EDUCATIONAL RECORD *(Start with most recent or current institution)*

Educational Institution	Address	Field of Study	Certificate	From - to	Name & Position of Referee

EMPLOYMENT RECORD *(Start with most recent or current employment)*

Institution OR Organization	Address	Position Held	From – to	Name & Position of Referee

GUARANTORS

Full Name of Sponsor.....
Occupation & Position Held.....
Postal Address.....
Residential Address: H/No./Street/Tel.....

UNDERTAKING

We/I, the undersigned, promise to pay full fees of the above applicant. In default of payment of fees please contact me at the above address.

Sign (Applicant) Date Sign (Sponsor) Date

APPLICANT'S DECLARATION

I hereby declare by signing, that all the information given here to the best of my knowledge is true

Sign Date

OFFICE USE ONLY

- 1. Date Received..... 2. Date Admitted/ Adm. Letter sent.....
2. Waiting List..... 4. Date Acceptance Letter is received
3. Deposit Paid.....

COURSE FEES

- 4. First Semester (August 1 – November 30)
Initial Course Fees 2.
5. Second Semester (February 1 – June 30)
Initial Course Fees..... 2.

This covers tuition and accommodation. It excludes examinations, textbooks, stationery, transport, medical expenses, project materials, sports and games, study excursions etc.

GOOD LUCK

JOIN THE KITA PROFESSIONAL FARMERS FAMILY

Complete this for, attach results slips and testimonial (where readily available) and mail it by post/ EMS/ FAX include your Admission fee of GH¢50 to:

The Registrar,
Institute of Tropical Agriculture, KITA
University Box 293 KNUST, Kumasi.
Tel: 233-244-108 268 / 79 60 59
Fax: 051 25393, Email: kita_ghana@yahoo.com

FORM 2 ADM

A. COURSE OF INTEREST

Please check the exact course / programme you are applying for participation

- Diploma In Tropical Agriculture – 3 years
- Certificate in General Agriculture – 2 – 3 years
- National Agricultural Trades Certificate: NVTI, GRADE I /NCC (*participants who pass this course with distinction, may be allowed to continue with the Diploma with exemptions, after an assessment*).
- Short Certificate Course(s)

B. Do you want to take the course as a

- Residential Student or
- Correspondence Course Student

C. FOR CORRESPONDENCE COURSE APPLICANTS ONLY

1. Preferred reliable address for correspondence

.....
.....

Email..... Fax..... Tel:.....

2. Preferred mode of payment

- ½ first, with monthly installments
- Monthly installments
- Outright payment
- ¼ first, with monthly installments
- Any other (please specify)

- (*the frequency of your payment and the time under your disposal will determine the length of time to be spent on the course*)

D. FOR SHORT COURSES APPLICANTS ONLY

1. Please indicate the course(s) you are interested in (check from brochure)

.....
.....
.....

- *Use * for course(s) you will want to take first (you can take up to 3 courses at a time)*

2. Please indicate when you want to begin your course

- *Short courses are run at the beginning and middle of every month*

E. FOR OFFICIAL USE ONLY

1. Course of Interest..... 2. Action taken

.....
.....

CAREER QUESTIONNAIRE FORM

How did you know about the Institute?

- | | |
|-----------------------------------------------|--------------------------------------------------------------------------|
| <input type="checkbox"/> From the media | <input type="checkbox"/> Through friends |
| <input type="checkbox"/> From an old students | <input type="checkbox"/> Participated in an activity of the
Institute |

Purpose of taking the course (Please tick as appropriate):

- To gain promotion in my present employment
- To start a backyard farm
- To start a commercial farm
- To expand an existing farm
- To upgrade my knowledge
- As a springboard for further studies

Short note on the basis of your interest in Agriculture

.....
.....
.....

Two names of friends who may be interested in the details of this course:

Name:	Name:
Address:	Address:
.....
.....
.....
Telephone no:	Telephone no:

Thanks for your cooperation.

..... Signature of applicant Date:
---------------------------------	----------------

FOR OFFICIAL USE ONLY :

.....

.....