



# THE KENYA NATIONAL EXAMINATIONS COUNCIL

*"Quality Educational Assessment, Credible Certification"*



All official correspondence should be addressed to:  
The Council Secretary/Chief Executive Officer

KNEC is ISO 9001:2015 Certified

KNEC/GEN/TD/SE/KCSE/INST/PROJECT/2026/001

19<sup>th</sup> February 2026

To:

- (i) All Sub County Directors of Education
- (ii) All Principals of Secondary Schools offering candidates for 2026 KCSE Examination
- (iii) Principals of Secondary Schools hosting 2026 KCSE private candidates

**SUBJECT: GUIDELINES ON CONDUCT OF THE YEAR 2026 KCSE PROJECTS AND PRACTICALS FOR GROUP IV AND V SUBJECTS**

## 1.0 2026 KCSE PROJECTS GUIDELINES

The administration of the 2026 KCSE commenced with projects and practicals for the Group IV and V subjects as follows:

Projects; **Art & Design (442/3), Agriculture (443/3), Woodwork (444/2), Metalwork (445/2), Building Construction (446/2) and Computer Studies (451/3).**

Practical; **French (501/3), German (502/3), Arabic (503/3), Kenyan Sign Language (504/3) and Music (511/1).**

In this regard, The Kenya National Examinations Council (KNEC) wishes to guide as follows:

- 1.1 All the Projects start in the month of January and are availed on the KNEC website: [www.knec.ac.ke](http://www.knec.ac.ke)
- 1.2 The instructions for KCSE subjects with a Project component are posted on the KNEC KCSE projects portal for the schools to access as timetabled.
- 1.3 All Principals or Sub County Directors of Education (in the case of private candidates) access the instructions by logging on to the KNEC website [www.knec-portal.ac.ke](http://www.knec-portal.ac.ke) and clicking on **Project/Practical** button to download all the instructions related to the subjects the candidates are registered for.
- 1.4 The Principal/Subject teacher or Sub-County Director of Education (for private candidates) accesses the instructions by logging into the KNEC Project/Practical portal using the **User Code** and **Password** for the examination centre.
- 1.5 A user manual guiding how to log into the projects portal to download the instructions, key in the candidates' scores, upload photographic evidence, download and print reports on the milestones is available on the KNEC projects portal.

**HEADQUARTERS:** New Mitihani House, South C, P.O. Box 73598 – 00200 City Square, NAIROBI, KENYA

**Telephone:** (+254-720) 741001/003/004/094, (+254-732) 333530/566/780 **Fax:** (+254-20) 2226032

**E-mail:** [ceo@knec.ac.ke](mailto:ceo@knec.ac.ke); **Website:** [www.knec.ac.ke](http://www.knec.ac.ke)

1.6 **It is important for all Principals, Subject teachers, and Sub County Directors of Education to take note of the following:**

1.6.1 The Projects' assessment will have **two (02) key milestones: Milestone I and Milestone II**, which must be uploaded by the specified deadline.

PAPER CODE	SUBJECT/PROJECT NAME	DEADLINE FOR UPLOADING MILESTONE I	DEADLINE FOR UPLOADING MILESTONE II
442/3	Art and Design 2D	30 <sup>th</sup> April 2026	
	Art and Design 3D		31 <sup>st</sup> July 2026
443/3	Agriculture	30 <sup>th</sup> April 2026	31 <sup>st</sup> July 2026
444/2	Woodwork	30 <sup>th</sup> April 2026	31 <sup>st</sup> July 2026
445/2	Metalwork	30 <sup>th</sup> April 2026	31 <sup>st</sup> July 2026
446/2	Building Construction	30 <sup>th</sup> April 2026	31 <sup>st</sup> July 2026
451/3	Computer Studies	30 <sup>th</sup> April 2026	31 <sup>st</sup> July 2026

1.6.2 At the end of each milestone, the Subject Teachers will key in the **candidates' scores** and upload the **pictorial evidence** on the Project portal. The pictorial evidence should be a group photograph of the candidates at their workstations in either **Graphic Interface Format (.gif) or JPEG (.jpg)** format.

1.6.4 The project portal will **only be accessible** for keying in scores and uploading of pictorial evidence for a period of **one month** prior to the deadline(s).

1.7 It is the responsibility of the Sub County Directors of Education (for private candidates) and Principals to ensure the project work is done by the candidates and the candidates' scores are keyed in within the specified timelines.

A penalty of **one thousand shillings (Kes. 1,000.00)** per candidate will be charged for failure to upload the scores within the specified timelines.

1.8 The Kenya National Examinations Council will closely monitor the project progress and authenticity of the scores for all the candidates registered for the 2026 KCSE **Project/Practical** examination.

1.9 The school and individual candidates will be expected to compile and maintain a portfolio (file) of evidence on the progress of the Project work to be presented for assessment and monitoring.

10.0 It is important for all Sub County Directors of Education (for private candidates), Principals, Subject teachers, and candidates to note that all documents relating to assessment and conduct of examinations are **confidential** and must always be handled as such.

## 2.0 GUIDELINES FOR KCSE 2026 ORAL/AURAL/PRACTICAL PAPERS

- 2.1 The advance instructions for Art and Design (442/2) and Computer Studies (451/2) practical papers will be uploaded on the schools' Project portal by **September 2026** to enable schools prepare materials in time for the examinations.
- 2.2 Keying in and uploading of candidates' scores for KCSE examination papers with Oral, Aural and practical components for French (501/3), German (502/3), Arabic (503/3), Kenyan Sign Language (504/3) and Music (511/1) will be done by the *assessors after the assessment of the candidates on the examination day* as per the assessment timetable.
- 2.3 Keying in and uploading Home Science practical (441/3) candidates' scores will be done by the subject teachers after the assessment of the candidates on the **examination day** as per the assessment timetable.

## 3.0 EVIDENCE OF UPLOADED SCORES

All Principals/Subject teachers or Sub County Directors of Education (for private candidates) are expected to download the candidates' scores report (in PDF format), print a hard copy of the uploaded scores for each milestone and maintain it as evidence. **This is applicable to the subjects with a project and Home Science (441/3) practical only.**

## 4.0 HOST CENTRE FOR PRIVATE CANDIDATES

The Sub County Directors of Education with private candidates registered for subjects with a project/practical component are requested to identify the schools that will host the private candidates for the project/practical work and inform KNEC in writing.

The Council wishes to thank you for your continued support in the administration of KCSE papers with projects and practical components.

You are kindly requested to facilitate and ensure compliance to the above instructions.



**Dr. David Njengere, MBS**  
**CHIEF EXECUTIVE OFFICER**

cc:

1. The Principal Secretary, State Department of Early Learning and Basic Education, MoE
2. The Director General, MoE
3. The Director, Quality Assurance and Standards, MoE
4. The Director, Basic Education, State Department of Education, MoE
5. All Regional Directors of Education, Ministry of Education
6. All County Directors of Education, Ministry of Education
7. All County Directors, Teachers Service Commission