FAWE
FORUM FOR AFRICAN WOMEN EDUCATIONALISTS
FORUM DES ÉDUCATRICES AFRICAINES

FAWE Regional Secretariat
FAWE House, Chania Avenue, Off Wood Avenue Kilimani
PO Box 21394-00505, Ngong Road, Nairobi, Kenya.
+254 709 436 000/+254 714 606 629/+254 736 387 000
www.fawe.org fawe@fawe.org

4TH INTERNATIONAL CONFERENCE ON GIRLS' EDUCATION IN AFRICA · 2026

Logistics Guide

for In-Person Participants

THEME

"Investing in one's future: accelerating gender-transformative education for African girls through sustainable financing and innovation"

MAIN CONFERENCE	VENUE	ON-SITE REGISTRATION	ONLINE PARTICIPATION
Tue 17 – Wed 18 November 2026	**Argyle Grand Hotel** Mombasa Road, Nairobi	**Mon 16 November** 9:00 a.m. – 4:00 p.m. EAT	Register at **girlsconference.fawe.org**

Dear participant,

Welcome to the 4th International Conference on Girls' Education in Africa, 2026. The conference will be held from **the 16th to the 18th of November 2026**. Check https://girlsconference.fawe.org/ to get more details about the event. The information below will help you prepare for your trip to Nairobi and your stay during the conference. Those participating online will receive a link after you complete registration at https://girlsconference.fawe.org/.

Before you travel — quick checklist

- ✓ Apply for your **standard eTA (USD 30)** on the official site only: etakenya.go.ke
- ✓ Purchase the **mandatory inbound travel health insurance (USD 48)** unless exempt — card payment only
- ✓ Pack your **Yellow Fever Vaccination Certificate** if required for your nationality
- ✓ Register for the conference and pay online at girlsconference.fawe.org
- ✓ Self-funded at the Argyle Grand? **Book your accommodation by Wed 11 Nov 2026, 2:00 p.m. EAT**
- ✓ Bring a **G-type plug adapter**, African attire, a light jacket and a compact umbrella

1 VISA AND ENTRY REQUIREMENTS

a. eTA Visa

Nationals of all African countries, except Libya and Somalia, do not need permission to enter Kenya. However, most international countries require one. To determine whether you require a **visa or Electronic Travel Authorization (eTA)**, kindly visit https://immigration.ecitizen.go.ke/index.php?id=6.

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VISA INFORMATION
Call: +254 202 222 022
E-mail: evisa@immigration.go.ke

APPLY ONLY HERE
https://etakenya.go.ke/
Be careful not to use any other site except this one!

Application process: Below are the fees to guide you depending on the type of visa you require. If you are coming to this conference, kindly apply for the **standard eTA** as indicated in the table below:

Kenya eTA fees — application type	Fee
Standard eTA ✦ recommended for this conference	**USD 30**
Transit eTA	USD 20
One-year multiple-entry eTA	USD 300
Five-year multiple-entry eTA (US nationals)	USD 185
Expedited processing	Additional USD 100

b. Mandatory inbound travel health insurance — Kenya

All international delegates travelling to Kenya for the conference are advised to take note of the **mandatory** inbound travel health insurance requirement, which took effect on **5 October 2026**. The requirement applies to non-Kenyan travelers entering Kenya for stays of less than 12 months, except for the following exempted categories:

- Kenyan citizens.
- Citizens of East African Community (EAC) Partner States.
- Holders of valid Kenyan residence status.
- Persons seeking asylum.
- Holders of diplomatic, official, or service passports.
- Qualifying crew members with employer-provided health insurance or those remaining within the port of entry.
- Transit passengers who do not seek entry into Kenya.

International delegates who **do not** fall under any of the above exemption categories **are required** to obtain the prescribed inbound travel health insurance before travelling to Kenya.

COST OF INSURANCE
USD 48
per traveler

OFFICIAL PURCHASE LINK
https://insurance.ecitizen.go.ke/dashboard/travel

Payment **can only be made using a debit or credit card**. To avoid delays during immigration clearance upon arrival in Kenya, delegates are strongly advised to complete the insurance purchase before departure, and to double-check their eligibility.

c. Health screening at the point of entry

Delegates are advised to carry their **Yellow Fever Vaccination Certificate**, which is required for travelers of certain nationalities entering Kenya. Failure to present a valid certificate, where applicable, may result in delays or additional health screening procedures upon arrival.

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In addition, all travelers entering Kenya must complete the prescribed arrival health and entry forms at the point of entry, as directed by the relevant authorities. This process is completed **by scanning a QR code provided at the airport or border entry point and submitting the required information electronically**.

To facilitate smooth clearance through immigration and health screening, delegates are encouraged to ensure that all required travel and health documentation is readily available upon arrival.

2 ARRIVAL AND AIRPORT TRANSFERS

About 5 km
JKIA → Argyle Grand Hotel
≤ USD 15
typical Uber / Bolt fare

The Argyle Hotel is conveniently located approximately 5 km from the airport. Delegates may use Uber or Bolt taxis, which typically cost no more than **USD 15 per trip**, depending on traffic conditions and the time of travel.

3 GUESTS SPONSORED BY FAWE AFRICA

Transfers from the airport will be arranged by the Argyle Grand Hotel. Upon arrival, make your way to the designated pick-up area and look for a **FAWE representative holding a sign**.

> If there is any difficulty with your airport transfer, contact **Joseph Kamau by WhatsApp on +254 722 701409**. If you have not yet received your confirmed ticket, please contact JToo@fawe.org.

4 SELF-SPONSORED GUESTS

Self-sponsored guests must arrange their own transfer from the airport to the Argyle Grand Hotel. Airport taxis and app-based services, such as Uber, are available. If you need help arranging your airport transfer, contact Joseph Kamau at JKamau@fawe.org. Rates to destinations other than the Argyle Grand Hotel may differ.

5 ACCOMMODATION

FAWE-sponsored guests

All FAWE-sponsored guests will be accommodated at **the Argyle Grand Hotel**. For more information, contact NSusa@fawe.org, copying MMueni@fawe.org and AIrungu@fawe.org.

> **Argyle Grand Hotel, Nairobi, Kenya**
> The hotel is located on Mombasa Road, about 5 kilometers (3.1 miles) from Jomo Kenyatta International Airport. It is directly accessible from the Nairobi Expressway and is near the terminus of the Nairobi SGR; the journey from the airport usually takes 10 to 15 minutes.

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- Accommodation has been provided for the duration of the meeting. However, any **additional nights will NOT** be catered for by FAWE but by the individual. Guests arriving early in the morning should be able to access their rooms immediately.
- Accommodation is on a **bed-and-breakfast** basis. Lunch is included in the conference package. Participants are **responsible for any additional personal expenses**, including minibar items, room service, laundry, and telephone charges.

Self-funded guests

Self-funded guests are responsible for arranging and paying for their accommodation.

ARGYLE GRAND HOTEL

USD 80

per night

For booking assistance or clarification, contact **Naomi Susa** at NSusa@fawe.org, who will assist in connecting you to the hotel.

Booking deadline: Wednesday, November 11, 2026, at 2:00 p.m. (East Africa Time)

Airbnb and furnished apartments: Negotiated options near the Argyle Grand Hotel cost an average of **USD 40 per night** for Airbnb accommodation and **USD 60 per night** for a furnished apartment, with little to no transportation costs. For help with booking, contact Anastashia Irungu at AIrungu@fawe.org.

5.1 Alternative accommodation for self-funded guests

Name	Price (USD)	Contact
HOTELS		
Hilton Garden Inn Hotel	160 per night	Elizabeth: elizabeth.mbugua@hilton.com NBOAP_RES@hilton.com
Crowne Plaza Nairobi Airport Hotel	157 per night	info@crowneplazanairobiairport.com +254 709 222 444 / +254 709 222 999
67 Airport Hotel	58 per night	Magdalene: +254 728 669 573 magdalene@67airporthotel.com
AIRBNB & APARTMENTS		
Kozi Nairobi Airport	58 (1 room)	faith@kozi.ke +254 728 299 884
New Rise Gardens	27 (studio) 35 (1 room) 50 (2 bedrooms)	Ashum: +25492882798
Emilia Apartments	23 (studio) 46 (2 bedrooms) 54 (3 bedrooms)	Charity: +254 718 026 434 info@blissfulsafaris.com

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Name	Price (USD)	Contact
Victoria Homes	50 (2 bedrooms)	Paul: +254 718 518 665 victoriashome3@gmail.com

All costs in USD. Exchange rate: 1 USD = 129 KES.

6 REGISTRATION AND CONFERENCE VENUE

All participants must register and pay the applicable fees online at https://girlsconference.fawe.org/. For assistance, contact Ian Juma at IJuma@fawe.org, copying Rashid Wamela at RWamela@fawe.org.

On-site registration

At the office located at the **main entrance of the Argyle Grand Hotel's conference space**, open on **Monday, November 16, 2026, from 9:00 a.m. to 4:00 p.m. (East Africa Time)**. All participants are asked to come to the office and complete the attendance form.

Conference rooms and their allocation are included in the detailed program included in the welcome pack.

7 CONFERENCE PACKAGE, ALLOWANCES AND REIMBURSEMENTS

Depending on the event you are registered for, the conference package covers two coffee breaks and lunch each day of the conference. For FAWE-sponsored participants, travel arrangements depend on flight availability, country of origin, and destination. FAWE Africa has prepaid the applicable covered fees.

DINNER ALLOWANCE
USD 40
per day

FAWE Africa will pay a daily dinner allowance of USD 40 for **FAWE-sponsored participants**. The allowance will be processed upon registration.

8 DRESS CODE AND PHOTOGRAPHY

Delegates are encouraged to celebrate the diversity and richness of African culture by wearing African attire throughout the conference. Business casual attire is also welcome for all conference sessions and activities.

Guests attending the FAWE Africa Dinner are encouraged to wear **African attire** in keeping with the cultural and celebratory nature of the evening.

FAWE AFRICA DINNER

DATE	TIME	ATTENDANCE
17 November 2026	6:30 PM – 9:30 PM	By invitation only

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Photography: Please note that photographs and video recordings will be taken during conference sessions and official events, including the FAWE Africa Dinner, for documentation, communication, and promotional purposes. By attending the conference, delegates consent to the use of such images and recordings by FAWE Africa and its partners. Should you not consent to your photographs being taken, kindly **notify the FAWE Staff upon registration**.

9 LANGUAGES AND INTERPRETATION

English and French are the official languages of the conference. Interpretation will be provided, and conference documents will be produced in both languages. **Sign language interpreters** will also be available.

10 HEALTH CARE AND FIRST AID

FAWE has partnered with **UAP Insurance** to offer medical services on site during the period of the conference. **AAR and Mater Misericordiae Hospital** will ensure doctors are on call throughout the duration of the conference. Additionally, there will be an **ambulance on standby** throughout the period of the conference.

11 NAIROBI WEATHER & LUGGAGE TIPS

24–25°C	~15°C	Light rains	Umbrella
daytime	at night	morning / late afternoon	+ light jacket

Nairobi's climate is generally mild to warm in November, with daytime temperatures of around 24–25°C and nighttime temperatures close to 15°C. November is the season for light rains, so occasional light showers are likely, especially in the morning, late afternoon, or evening. Pack light clothing for the day and a heavy sweater or jacket as well when it gets chilly. Please bring comfortable shoes and a compact umbrella or light raincoat.

12 LOCAL ACTIVITIES

Nairobi is known for combining vibrant urban experience with easy access to Nairobi National Park. The Argyle Grand Hotel is only a few miles from the park's gates, so you can take a visit if your schedule allows. Consult Nairobi Activities | Visit A City for other suggestions.

13 SECURITY

As in any busy city, remain aware of your surroundings and keep your belongings safe. FAWE Africa and the hotel accept no responsibility for lost items, although safety measures are in place to reduce risk.

14 ELECTRICAL OUTLETS AND ELECTRICITY

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Type G
240 V · 50 Hz

Kenya uses G-type plugs, with a standard voltage of 240 V at 50 Hz. Devices designed for 220–240 V can usually be used. Although some hosting providers offer universal plugs or adapters, participants are requested to **bring their own adapter**.

15 IMPORTANT CONTACTS

Use the contact directory below to identify the person to contact according to your needs.

Purpose	Contact	E-mail	WhatsApp
• **Accommodation at the Argyle Grand Hotel**	Naomi Susa	NSusa@fawe.org	+254 728 622 456
• **Ticketing for sponsored guests**	Anastashia Irungu	AIrungu@fawe.org	+254 794 732 392
• **Transportation logistics, including airport transfers**	Joseph Kamau	JKamau@fawe.org	+254 722 701 409
• **Travel insurance inquiries**	John Waweru	JWaweru@fawe.org	
• **Alternative accommodation (Airbnb and furnished apartments)**	Anastashia Irungu	AIrungu@fawe.org	+254 794 732 392
• **Supporting documents for the visa**	Emily Chao	EMwandawiro@fawe.org	+254 707 550 938
• **On-site registration**	Rashid Wamela and Ian Juma	RWamela@fawe.org copying IJuma@fawe.org	+254 745 531 590 +254 727 943 420
• **Health and emergencies**	Grace Wambua	GWambua@fawe.org	

General questions about the Girls' Conference program and/or special support

Gordon Aomo
Senior Knowledge Management Officer, FAWE Africa
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Catherine Asego
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We look forward to welcoming you to Nairobi!

Education for Change