

**JOINING INSTRUCTIONS FOR BASIC CERTIFICATE, TECHNICIAN
CERTIFICATE AND ORDINARY DIPLOMA IN MEDICAL LABORATORY
SCIENCES.**

JOINING INSTRUCTIONS

NACTE REG/HAS/066

The Management of ST. BAKHITA HEALTH TRAINING INSTITUTE congratulates you for being selected to join the College for studies of Basic Certificate/Technician Certificate/Ordinary Diploma in Medical Laboratory Sciences.

Dear

It is with great pleasure to inform you that, you have been selected and allowed to report on (Day) (Month) (Year) and qualified to pursue the course of

Which will start on NAMANYERE NKASI - RUKWA

ADMISSION STATUS

PASS

☐

FAIL

☐

The course

*The **Basic Certificate, Technician Certificate and Ordinary diploma in Medical Laboratory Sciences** is three years course. The academic year 2025/2026 will start on*

ENTRY QUALIFICATIONS AND COURSE DURATION.

➤ Basic Technician Certificate (NTA Level 4), Entry qualification, Holder of Certificate of secondary education examination (CSEE) with four (4) Passes in non-religious subjects including 'D' passes in Physics, Chemistry and Biology.

➤ Technician Certificate (NTA Level 5), Entry Qualification, holder of Certificate of secondary education examination (CSEE) with four (4) Passes in non-religious subjects including 'D' passes in Physics, Chemistry and Biology; AND Possession of Basic Technician Certificate (NTA Level 4).

➤ Ordinary Diploma - Basic Technician Certificate in related Course (NTA Level 4), Entry qualification, Holder of Certificate of secondary education examination (CSEE) with four passes in non-religious subjects including 'D' passes in Physics, Chemistry and Biology

Holder of Certificate of secondary education examination (CSEE) with four passes in non-religious subjects including 'D' passes in Physics, Chemistry and Biology and Possession of Technician Certificate in Related course.

NOTE: Benefits of early reporting

Students who report early before commencing academic year will benefit from below listed courses; -

S/N	LIST OF COURSES	FEES
1.	Computer knowledge (before beginning of 1 st semester core studies)	FREE
2.	English (before beginning of 1 st semester core studies)	FREE

1. Confirmation

You should confirm your acceptance to join the college before By effecting payment of training fee to the College Bank Accounts and bring/send the bank pay in slip to the college so that your name will be registered in the confirmed student's list.

Note: Failure to confirm before or by the mentioned date by submitting the pay in slip to the Bursar/Accountant; another candidate will fill your position.

2. Reporting and Registration

2.1. You should report to the college on

2.2. You should report during working hours; from 8:00 am to 4:00 p.m.

2.3. On arrival, you will be required to prove to the bursar/Accountant that you have paid the fees by showing the original pay in slip to the College Accountant. Failure to that you will not be accepted to join the college.

2.4. Read the whole instructions carefully. You will only be allowed to register for studies after fulfilling the requirements as indicated in all sections of the joining instructions.

3. Accommodation and Meals

3.1. Students Hostels is FREE for Boys and Girls.

3.2. The College will not give any daily allowances to students; you have to discuss with your sponsor/Parents/Gaudian on additional money you will need for daily expenses.

4. Training Fee Applicable for the Academic Year 2025/2026

4.1. There should be an unavoidable circumstance that would require revision of fees; they may be revised from time to time without prior notice.

4.2 Revised fee structure will be applicable to the new intake as well as for continuing students.

4.3 Fees are payable in full at the beginning of each year or into four installments

4.4 No student will be allowed to carry forward part of the fee into the following installment, semester or academic year.

4.5 The training fee will not be refunded or exchanged to another student's bill after a student has been registered with the college.

TUTION FEE STRUCTURES

5. Schedule of Training Fee Payment by four (4) Installments per year.

Fee Installments

Tuition fee Tsh.1,500,000/=

Each Semester has FOUR installments;

- i. Tsh.375,000/= The first date of the beginning first Semester (October-1st Quarter)
- ii. Tsh.375,000/= After three months after 1st Semester (January- 2nd Quarter)
- iii. Tsh.375,000/= The 1st date of beginning 2nd Semester (April- 3rd Quarter)
- iv. Tsh.375,000/= After three months after 2nd semester (July - 4th Quarter)

❖ **NOTE: All Tuition fee and other contributions/ Payments will be paid through student invoice number generated from institution (SARIS) system, showing an ITEM paid for and the name of a student and not parent whether continuous or admitted for the first time.**

OTHER CONTRIBUTIONS -NTA LEVEL4 (1st YEAR)

S/NO	CONTRIBUTIONS	TSH	1 st SEMESTER		2 ND SEMESTER	
			1 ST Quarter	2 ND Quarter	3 RD Quarter	4 TH Quarter
1.	Tuition fee	1,500,000/=	375,000/=	375,000/=	375,000/=	375,000/=
2.	Student Identity card	15,000/=	15,000/=	0.00	0.00	0.00
3.	Internal examination fee	300,000/=	75,000/=	75,000/=	75,000/=	75,000/=
4.	kills lab equipment's, chemicals and reagents	250,000/=	62,500/=	62,500/=	62,500/=	62,500/=
5.	Computer service and internet	80,000/=	20,000/=	20,000/=	20,000/=	20,000/=
6.	Caution money	30,000/=	30,000/=	-	-	-
7.	Logbook/procedure book	25,000/=	25,000/=	-	-	-
8.	Maintenance and innovation	115,000/=	28,750/=	28,750/=	28,750/=	28,750/=
9.	Field and Clinical Rotation	50,000/=	50,000/=	-	-	-
10.	Examination Gloves	1	1	0.00	0.00	0.00
11.	Reams	2	1		1	0.00
	TOTAL	2,365,000/=	681,250/=	561,250/=	561,250/=	561,250/=

❖ DIRECT PAYMENTS

Instructions on how to pay:

- The student must be registered in College/Institution SARIS in order to get Control Numbers /Invoice numbers for Tuition fee, Other charges and STUDENT UNION
- Ministry Examination Tsh.150,000/=, and NHIF Tsh.50,400/= Must be paid through Control Number.
- College Sweater during class hours Tsh.20,000/=
- Student Union contribution for student Government Tsh.20,000/=
- Graduation fee for the graduates Tsh.60,000/= and Tsh.15,000/= for continuous.
- Uniforms and Clinical Coats Tsh.130,000/= available in the College (Two Gowns for Girls/Trousers for boys) but not compulsory you can prepare your own.
- College T-shirt Tsh.15,000/=
- Quality Assurance fee Tsh.20,000/=

TUITION FEE AND OTHER CONTRIBUTIONS – NTA LEVEL 5 (2ND YEAR)

S/NO		TSH	1 ST SEMESTER		2 ND SEMESTER	
			1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
1.	Tuition fee	1,500,000/=	375,000/=	375,000/=	375,000/=	375,000/=
2.	Student Identity Card (For new students)	15,000/=	15,000/=	0.00	0.00	0.00
3.	Internal Examinations	300,000/=	75,000/=	75,000/=	75,000/=	75,000/=
4.	Skill labs equipment, (chemicals, reagents)	250,000/=	62,500/=	62,500/=	62,500/=	62,500/=
5.	Computer service and internet	80,000/=	20,000/=	20,000/=	20,000/=	20,000/=
6.	Caution money	30,000/=	30,000/=			
7.	Logbook/procedure book	25,000/=	25,000/=	-	-	-
8.	Field and Clinical Rotation	100,000/=	50,000/=	-	50,000/=	-
9.	Maintenance and Innovation	115,000/=	28,750/=	28,750/=	28,750/=	28,750/=
10.	Examination Gloves	1	1	0	0	0
11.	Reams	2	1		1	0
	TOTAL	2,415,000/=	681,250/=	561,250/=	611,250/=	561,250/=

TUITION FEE AND OTHER CONTRIBUTIONS - NTA LEVEL 6 (3RD YEAR)

S/NO	CONTRIBUTIONS	TSH	1 ST SEMESTER		2 ND SEMESTER	
			1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
1.	Tuition fee	1,500,000/=	375,000/=	375,000/=	375,000/=	375,000/=
2.	Internal examination fee	300,000/=	75,000/=	75,000/=	75,000/=	75,000/=
3.	Student Identification card (For new student)	15,000/=	15,000/=	-	-	-
4.	Skill labs equipment, (chemicals, reagents)	250,000/=	75,000/=	50,000/=	75,000/=	50,000/=
5.	Computer service and Internet	80,000	20,000/=	20,000/=	20,000/=	20,000/=
6.	Field and Clinical Rotation	100,000/=	50,000/=		50,000/=	-
7.	Maintenance and Innovation	115,000/=	28,750/=	28,750/=	28,750/=	28,750/=
8.	Examination gloves	1	1	0	0	0
9.	Reams	2	1		1	0
	TOTAL	2,360,000/=	638,750/=	548,750/=	598,750/=	548,750/=

6. Additional College Requirements.

6.1 Original Certificates

You should bring the original form IV certificates or result slip from National Examination Council of Tanzania or any other certificate relevant for this course from recognized institution.

6.2 Uniforms.

- College uniforms are included in student's direct costs. They will be provided after registration.
- Female student should come with black shoes and white socks
- Male student should come with 2pairs of Black or dark-tan shoes, white socks and two white short sleeved shirts.
- Sandals and other types of shoes are not allowed to be worming any of the college building, except in the students' hostel

6.3 Medical Examination.

You should do medical examination and bring a certified copy from a registered medical practitioner practicing in a registered hospital showing that you are medically fit to pursue a 3 years course. Use the form attached with this joining instruction.

Do not cheat; if the College proves that you have cheated in filling the medical examination forms, you will be discontinued even after registration.

6.4 Others:

- Exercise books, pen, pencil, scientific calculator, ruler etc.
- Umbrella
- Blanket, 4bed sheets, towel, pillow with their cover and mosquito net

7. Regulations.

You will be required to abide to the regulations and by-laws of the college without exception during your whole period of study.

8. Registration.

You will not be registered by the College if you fail to fulfill any of the above-mentioned requirements. The college is Located at NKASI RUKWA - NAMANYERE, ask for ST. BAKHITA HEALTH TRAINING INSTITUTE or Call by telephone numbers indicated on the letter header below.

WELLCOME TO ST. BAKHITA HEALTH TRAINING INSTITUTE.

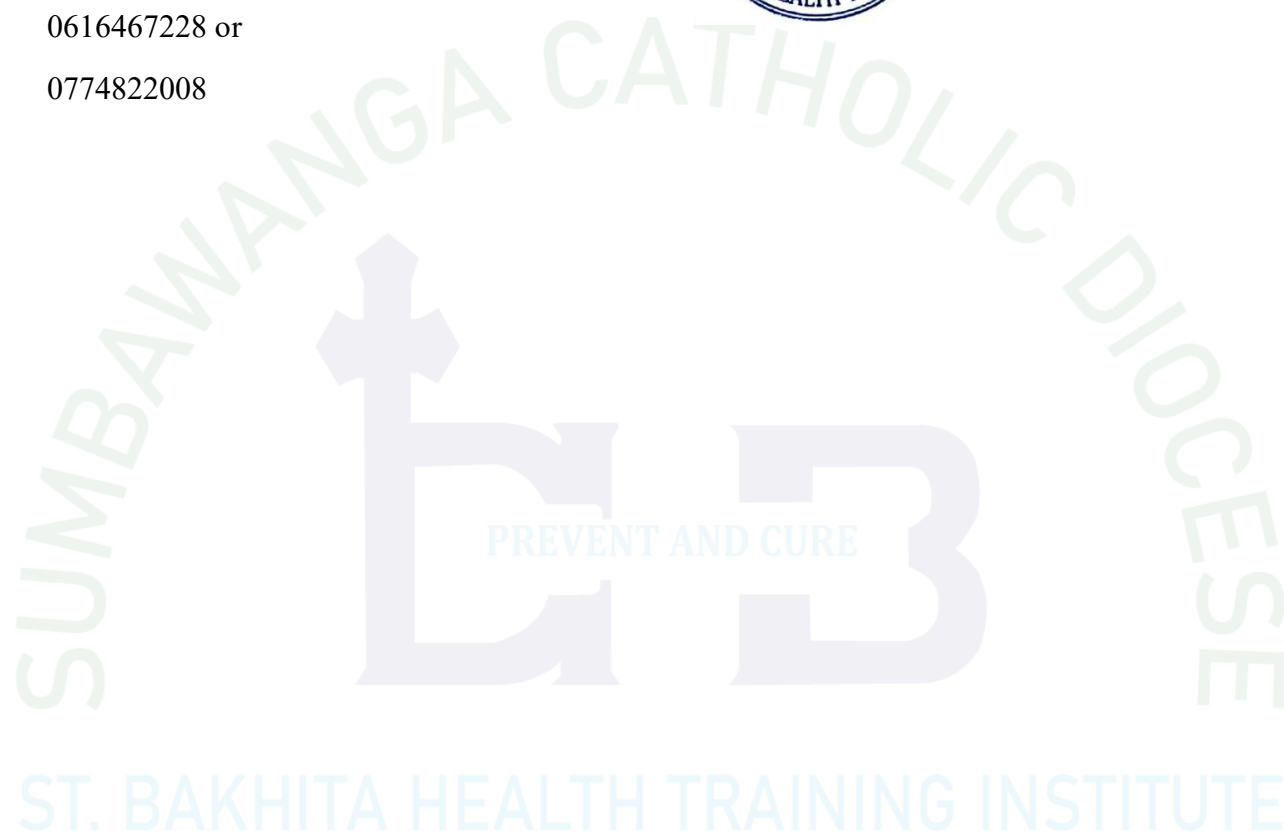

Dr. LAURENT ELISAUT MARISHAMU
PRINCIPAL



Contacts:-

0616467228 or

0774822008



Sare za kada shirikishi za afya



Sare za wauguzi na ukunga



Nywele zinazoruhusiwa kwa wasichana/wanawake



Nywele zinazoruhusiwa kwa wavulana/wanaume



Urefu wa suruali na viatu vinavyoruhusiwa kwa wavulana/wanaume



Viatu na socks vinavyoruhusiwa kwa wasichana/wanawake

