

KIGOMA TRAINING COLLEGE



BROTHERS OF CHARITY

Catholic Diocese of Kigoma

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STUDENTS JOINING INSTRUCTION FOR ACADEMIC YEAR 2017/2018

DEAR.....

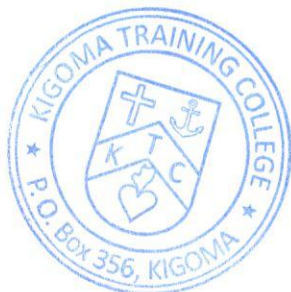
Congratulations, we have great pleasure to offer you admission to study **Certificate / Diploma in Social Work/Community Development or Law** for academic year **2017/2018**. The academic year and reporting date is on **15th September 2017**

We hope that you will enjoy studying at **Kigoma Training College (formerly Newman institute of Social Work)** and your stay at Kigoma Town. The successful completion of this level, automatically gives you qualification to study further levels in other higher learning institution in Tanzania. You are therefore advised to report with consideration of the following:-

1. The academic year opens on **15th September, 2017**; therefore report at the College Campus from 8:30 am for admission and registration.
2. Come with three passport size colored picture
3. Report with your original academic certificates and birth certificate
4. **College fee structure for certificate / Diploma Program**

Certificate Program

S/N	Description	Amounts. Tzs
1	Tuition fee	900,000
	Administrative fee	
1	Other contribution	290,000
2	Student organization	10,000
	Grand Total	1,200,000



Diploma Program

S/N	Description	First year	Second year
		Tanzania (Tzs)	Tanzania (Tzs)
1	Tuition fee	1,000,000	1,000,000
	Administrative fee		
	Other Contribution	290,000	230,000
3	Student organization	10,000	10,000
	Grand Total	1,300,000	1,240,000

5. Come with original bank pay in slip of school fee either total of 1,200,000 for certificate student 1,300,000 for Diploma students and all other charges should be paid in Total for the student to be admitted but the school fee can be paid in four equal installment

6. All Tuition and administrative fee payments should be addressed to **Kigoma Training College A/C No. 0230006463 EXIM Bank** And Students Organization Fee be addressed to **Kigoma Training College- Students Government A/C No.0230006538**

7. Meals and accommodation allowances are arranged personally between the student and his/her sponsor as per companies/Government scale. In compass accommodation/Hostels is charged Tzs.300, 000 per year, Payment should only be made after being allocated a room in the collage hostels.

8. Graduation fee will be 40,000 and it should be paid once per one year of certificate and the second year of Diploma studies.

NB:

1. All payment should be done through bank and the student should bring legally valid original bank in slip to the bursar's office.
2. Any Financial fraud shall lead to discontinuation from studies and shall be reported to the police for further legal actions
3. Supplementary and special examination fee will be Tzs.30, 000 per course but the institute recommends you to study hard and to be punctual so that to avoid unnecessary cost like this.
4. The student should pay all school fee and administrative fee Respectively

NOTE:

- ❖ Failure to adhere to the payment schedule the student will not be admitted.
- ❖ The student should come with Three bank pay in slip, which means one for tuition fee another for administrative fee and for Students Organization fee
- ❖ The students should pay an application fee of 10,000

