

DSN/REG/2019

August 23rd, 2019

ADMISSION OFFER

.....
P.O.BOX.....
.....

Dear Mr. /Miss

RE: SELECTION TO JOIN THE ORDINARY DIPLOMA IN NURSING AND MIDWIFERY PROGRAMME FOR THE ACCADEMIC YEAR 2019/2020

Kindly refer to the above heading,

We are pleased to inform you that you have been selected to join the **Ordinary Diploma in Nursing and Midwifery** at Dareda School of Nursing for the academic year 2019/2020. The selection was done under NACTE Institutional Admission System (IAS) through stake holder's panel. This program will last for three year with two semesters each year.

You are expected to report for registration on **07th October, 2019 from: 8:00am to 4:00pm.**

You are required to confirm acceptance of this offer and pay the required fee for first installment before reporting. Fee payable are indicated in the fee structure attached with this form.

On behalf of Dareda School of Nursing, I congratulate you for being selected to join the ordinary diploma in nursing and midwifery

Yours

JULIETH J ISAAY

Ag/Principal

NOTE: PAYMENT FOR JOINING INSTRUCTION FORM IS: 20,000/=

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TEL: 0623 820 692	E-Mail: daredanurssch@yahoo.com
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AGREEMENT TO BE SIGNED BY CANDIDATE OF NURSING SCHOOL

Prior to joining the above mention school of nursing and starting training I agree to the following:-

1. FINANCIAL REQUIREMENTS

i. FEE DESCRIPTION

The School's fee structure for the respective academic year is communicated to all students well in advance. For the academic year 2019/20 the fee structure is here with attached. This information is also available on the School's website.

ii. Any payment concern with what written on this form is non-refundable

iii. PAYMENT SCHEDULE

All fees should be paid affront before registration. However, in-case of financial difficulties fees must be paid in three installments as follows:

- Beginning of Semester 1 - 40%
- Before the end of Semester 1 - 20%
- Semester 2 - 40%

All students regardless of sponsorship status ought to pay the fees according to policy.

Students are informed about their fee payment status two weeks before the commencement of end of semester examination. Under no circumstances a student owing fees is allowed to sit for end of semester examinations.

- 2. Students who get married or became pregnant during training will be discontinued. Please no discussion for this rule.**
3. Students are not allowed **to drink alcohol** of any **kind or smoke** if this rule is not observed, the training will be discontinued.
4. Students are not allowed to stay out of the school hostel overnight except for particular reasons and with special permission. If this rule is not observed, the training will be discontinued.
5. Students are expected to obey all the rules and regulations of the Dareda Hospital and the school of Nursing and will be subjected to dismissal for misconduct, inefficiency or repeated neglect of duty.

6. Students are expected to co-operate with her/his colleagues, all the Hospital staff, the community around and the teaching staff.
7. The student will be ready any time to participate when a need arises such as garden work, playing of games or cleaning the surrounding areas or the parish.
8. Students are expected to be diligent (efficient) in her/his theoretical and practical and also to use her/his time effectively.
9. Students have no permission to receive visitors at any time in the dormitories.
Students are not allowed to conduct conversations with visitors around the hospital or school compound.
10. Students who are off duty are required to be on school compound before 06:00p.m
11. Uniform to be worn by a student when he/she is on duty but not off duty. Self clothes should be decent, meaning that, no short skirt for girls, tight trousers and mlegezo are prohibited, sweta with head covered (kofia) are strictly prohibited.
12. Students are not allowed to take food to their rooms. The infringements of this rule lead to serious consequences. In addition, students are not allowed to neither cook food nor boil water for coffee or tea in their rooms.
13. Each student is expected to clean her/his room thoroughly once a week and to keep it clean and neat at all times, assessment should be done once a week.
14. In case of funeral, let the responsible tutors (s) informed immediately. The student will be given permission to attend only the funeral of close relatives i.e. father, mother, brother and sister. Please bear in mind that only the official information will be considered for permission.
- 15. No permission will be given to a student to attend a sick relative at home.**
16. The common available meals at the school include stiff porridge (ugali) rice, porridge, meat, beans and makande. If you are on special diet apart from the above mentioned meals, please do not accept this offer.

STUDEDENT'S SIGNATURE

PARENT/GUARDIAN'S SIGNATURE

CANDIDATES FOR NURSE TRAINING MUST BRING THE FOLLOWINGS

1. Personal clothing's to be worn when off duty.
2. A warm white/blue sweater
3. Two night-dresses, towels and face towel etc.
4. Two bed sheets, 2 blankets, 1 pillow, 2 pillow cases and 1 bed cover.

These items are necessary due to weather fluctuations in this area. A bed including mattresses will be provided here.

5. Mosquito net (umbrella type), A net is necessary as there are plenty of mosquito throughout the year.
6. Two pairs of white shoes or a pair of black or brown. You are also required to have a pair of waterproof boots.
7. As many perishable items as possible such as blue pens, red pens, pencil, rubbers and rulers.
8. A watch with a second hand for timing the patient pulses etc.
9. A suitcase large enough to contain your personal belongings. By no means should baskets be brought to school
10. Two plastic buckets (Ndo). One for storing water and another one for bathing.
11. **One ream of ruled papers each semester.**

Note that we cannot guarantee the supply of any stationary.

12. A hoe with proper fitting handle
13. A plate, a bowl, a spoon and a glass or a cup
14. An amount of T.Shs.50,400/= for national health insurance fund (NHIF). If you are insured, please bring your card with you.

N.B: Please make sure that you have settled all the requirements stated in this joining instructions before you start training at our school.

15. Secondary Academic Certificate or result slip (Original)

**DAREDA SCHOOL OF NURSING
P.O. BOX 247,
BABATI - MANYARA-TANZANIA.**

FEES STRUCTURE 2018/2019

CODE	DESCRIPTIONS	1st YEAR	2nd YEAR	3rd YEAR	TOTAL	REMARK
001	TUITION FEE	2,600,000/=	2,600,000/=	2,600,000/=	7,800,000/=	Payable to school Account
002	STUDENT UNION	30,000/=	30,000/=	30,000/=	90,000/=	Payable to school Account
003	NACTE QUALITY ASURANCE	15,000/=	15,000/=	15,000/=	45,000/=	Payable to school Account
004	COUTION FEE	20,000/=	-	-	20,000/=	Payable to school Account
005	DEPARTMENTAL CONTRIBUTIONS	50,000/=	50,000/=	50,000/=	150,000/=	Payable to school Account
	TOTAL FEE	2,715,000/=	2,695,000/=	2,695,000/=	8,105,000/=	

OTHER COST TO BE PAID IN CASH

006	STUDENT ID	5,000/=	-	-	5,000/=	paid in cash on reporting date
007	NHIF CARD	50,400/=	50,400/=	50,400/=	151,200/=	paid in cash on reporting date
008	Licensure Exam Contribution (TNMC)	-	-	200,000/=	200,000/=	paid in cash on reporting date
009	MOHCGGEC Qualifying examination	150,000/=	150,000/=	150,000/=	450,000/=	payable to the ministry account
010	Graduation Fee	-	-	65,000/=	65,000/=	Paid in third year
011	FIELDWORK SUPERVISSION		60,000/=		60,000/=	paid in cash on reporting date
012	Uniforms fee	100,000/=	-	-	100,000/=	paid in cash on reporting date
	TOTAL Other contr	305,400/=	260,400/=	465,400/=	1,031,200/=	

DESCRIPTION ON HOW TO PAY FEE AND OTHER COST FOR FIRST YEAR			
FIRST INSTALLMENT: BEGINNING OF SEMESTER ONE			
CODE	DESCRIPTION	AMOUNT PAYABLE	REMARKS
001	TUITION FEE (40%)	1,040,000/=	Payable to school Account
002	STUDENT UNION	30,000/=	Payable to school Account
003	NACTE quality assurance	15,000/=	Payable to school Account
005	DEPARTMENTAL CONTRIBUTIONS	50,000/=	Payable to school Account
004	COUTION FEE	20,000/=	Payable to school Account
	SUB TOTAL	1,155,000/=	

OTHE COST TO BE PAID IN CASH ON REPORTING DAY			
CODE	DESCRIPTIONS	AMOUNT PAYABLE	REMARKS
012	UNIFORM	100,000/=	Payable to school Account
007	NHIF CARDS (BIMA)	50,400/=	Payable to school Account
006	STUDENT ID	5,000/=	Payable to school Account
	SUB TOTAL	155,400/=	

TOTAL TO BE PAID ON REPORTING DAY IS TZs 1,270,400/=

SECOND INSTALLMENT: Before the end of semester One			
CODE	DESCRIPTION	AMOUNT PAYABLE	REMARK
001	TUITION FEE (20%)	520,000/=	Payable to school Account
009	MOHCDGEC Quality assurance	150,000/=	payable to the ministry account
	SUB TOTAL	670,000/=	

THIRD INSTALLMENT: Before end of semester two exam			
CODE	DESCRIPTIONS	AMOUNT PAYABLE	REMARKS
001	TUITION FEE (40%)	1,040,000/=	Payable to school Account
	SUB TOTAL	1,040,000/=	

NB: GRAND TOTAL SCHOOL FEE AND CONTRIBUTION FOR FIRST YEAR THs 3,020,400/=

Soma kwa uangalifu sehemu hii na lipa kama ulivyoelekezwa.

Read carefully the instructions bellow and pay as instructed

- **Any payment concern with what written on this form is non-refundable**
- Before registration all students are required to pay **20,000/=** through the school NMB Bank account or in cash to Accountant office.
- No candidate will be registered to attend classes before payment of the required fees.
- **School fees and associated cost should be deposited into DAREDA NURSES TRAINING SCHOOL Account number 40702300478 - NMB BANK, BABATI Branch/Branch Code: 407, Swift Code: NMIBTZTZ. Please remember to write your name, purpose of the deposit and your registration number, if any, when making the deposit. cash will not be accepted**
- Ada na michango yote ya chuo ilipwe kwa wakati kama ilivyoelekezwa kwenye mchanganuo hapo juu na ilipwe kwenye **akaunti No. 40702300478 - NMB BANK** Jina la Acaunti ni **Dareda Nurses Training School.**
- **Tafadhali malipo kwa njia ya Hundi (cheque) yalipwe chuoni moja kwa moja usitume Hundi. Kumbuka kuandika jina la mwanafunzi, kozi na sababu ya malipo na namba za usajili wa mwanafunzi kwa wanafunzi wanaoendelea.**
- National Examination money to be paid each year to Ministry of Health, Development of Community, Gender, Elders and Children, **T.shs.150, 000.00** **NBC Account Number 011103012059.** The name of account Holder is: **Health Service Fund.** (Come with pay in slip from Bank).
- **NHIF T.Shs.50,400/= come with cash money straight to the school or come with NHIF card.**

We wish you best preparation!

JULIETH J ISAAY

Ag/Principal

Date:

Ndugu:

MEDICAL EXAMINATION FORM

1. Heart:

2. Lungs:

3. Stool:

4. Urine:

5. Urine for Pregnancy.....

6. Eyes:

7. Ears:

8. Abdomen:.....

Any Disability

Doctor's Signature and stamp

SPOSORSHIP LETTER

.....
P.O.BOX.....

.....
DATE.....

PRINCIPAL TUTOR
DAREDA SCHOOL OF NURSING
P.O.BOX 247
BABATI, MANYARA -TANZANIA
CALL: 0784642539
0787664498

RE: DECLARATION TO SPONSOR A STUDENT AT DAREDA SCHOOL OF NURSING

WE/I..... (SPONSOR) will sponsor Mr. /Mrs. /
/miss.....who has been selected for admission
into..... (COURSE)

We/I promise to pay all his / her studentship fees and other cost as it shall deem
necessary for the whole duration of the COURSE in compliance to this joining
instructions.

Yours Faithfully

NAME.....
TITLE OF OFFICER.....
SIGNATURE AND OFFICIAL STAMP.....

CONTACT

TELEPHONE NUMBER.....
MOBILE NUMBER (IF ANY).....
E-MAIL.....