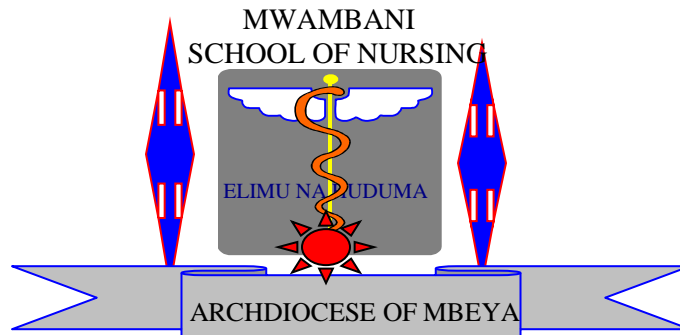


MWAMBANI SCHOOL OF NURSING
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KUMBU NA. MWNS/MC/VOL III/ 162

TAREHE 20/ 06/ 2021

**RE: JOINING INSTRUCTION FOR PRE SERVICE AND ONE YEA(IN SERRVICE)
DIPLOMA PROGRAM ACADEMIC YEAR SEPTEMBER 2021/2022**

Dear/sr/madam,

I am pleased to inform you..... that you have been selected and admitted to join to our school Mwambani School of nursing in the academic year 2020/2021

Let me take this opportunity to congratulate you!

Mwambani school of nursing is within Songwe Region (fomerly Mbeya Region) located in Songwe District, (fomerly Chunya District) Kwimba Division,Mkwajuni ward, at Mkwajuni village. The village is about 100 kilometers from Mbalizi Town. The reporting date at our school is **on 15 OCTOBER /2021**

In order to keep your vacancy you are required to pay/ deposit TSH **40,000/=** (non-refundable) to **NMB 63110001375 MKWAJUNI SONGWE OR IN ANY NMB BRANCH**. The vacancy may be given to someone else if you delay more than two weeks of reporting date or if you do not pay the amount mentioned above

I wish you a happy stay and study in our school

On the opening date to the school you will be required to do the following

- 1.To register yourself at the principals office after payment of the required fees..
- 2.For the purpose of registration, **it is compulsory to bring with you, your original secondary school certificates or results slip, school leaving certificate and birth certificates. Any student who reports without his/her original certificate of the secondary school education will not be accepted for registration.**

3. Admission:

- The reporting date to the school will be on **15/10/2021**
- The registration/orientation period will take only two weeks after reporting to the school From **15/10/2021** to **30/10/2021**
- All candidates are required to undergo a medical examination and bring with them a medical certificate of fitness. (medical examination form attached)
- Each student is required to confirm in writing that he/she or his/her sponsor is able to pay or to afford the school fees throughout his/her period of study.
- Each student has to show a permission letter from his/her employer that allows him/her to study/ unless otherwise he/she is self-employed.(this is for those in-service students)

4. Registration:

- You are required to register within two weeks of the start of the study calendar
- During registration you will also be required to sign that you will abide to the rules and regulations laid down by the MOHCDGEC and the school.
- During registration a student should bring the following, surgical glove 1 box, clean glove 1 box, tape measure 1, bp machine 1, cotton wool 1 roll, thermometer 1, stethoscope 1, reki 1, fyeko 1, mfagio 1 (chelewa), gauze 1 roll, jembe 1.
- After registration period and orientation the study will begin (after two weeks)

SCHOOL FEES STRUCTURE ACADEMIC YEAR 2021/2022 FOR BOARDING

Item	TanzaniaTsh	1st installment 15/10/2021	2 nd Installment 15/1/2022	3rd installement 15/4/2022	4th installement 15/6/2022
Tuition fees	1,500,000/= per year	375,000/=	375,000/=	375,000/=	375,000/=
Maintenance fees	50,000/= per year	12,500/=	12,500/=	12,500/=	12,500/=
Acommodation fees	350,000/= per year	87,500/=	87,500/=	87,500/=	87,500/=
Meals Fees	800,000/=per year	200,000/=	200,000/=	200,000/=	200,000/=
Total	2,700,000/= per year	675,000/=	675,000/=	675,000/=	675,000/=

SCHOOL FEES STRUCTURE ACADEMIC YEAR 2021/2022FOR DAY

Item	TanzaniaTsh	1st installment 15/10/2021	2 nd Installment 15/1/2022	3rd installement 15/4/2022	4th installement 15/6/2022
Tuition fees	1,500,000 per year	800,000/=	234,000/=	233,000/=	233,000/=
Maintenance fees	50,000/= per year	50,000/=	-	-	-
Water and electricty bill	150,000/= per year	37,500/=	37,500/=	37,500/=	37,500/=
Total	1,700,000/= per year	887,500/=	271,500/=	270,500/=	270,500/=

- Fees should be paid in Full at the beginning of each academic year or **in four installments**. For boarding only
- The school management/ authority reserve the right to change school fees without prior notice.
- All fees must be paid through the school bank account as follows
 - ✓ NAME OF THE ACCOUNTS: **MWAMBANI SCHOOL OF NURSING**
 - ✓ BANK: **NBC LIMITED KARUME BRANCH MBEYA ACCOUNT NO: 016103004079**
 - ✓ **NMB 63110001375 MKWAJUNI SONGWE OR IN ANY NMB BRANCH**
- The bank pay-in- slip should be submitted to the school accountant/ principal or cashier for receipt/ acknowledgement.
- No student will be allowed to sit for end of semester examination unless he/she has paid for school fees at that semester.
- No student shall use school fees for other purposes; therefore you are advised to pay school fees directly to the school bank account.

OTHER CONTRIBUTIONS NOT CONNECTED TO SCHOOL FEES

1.	Health Insurance (NHIF) Bima	50,400/=	NBC or NMB account	Once/ for those having no NHIF
2.	NACTE quality assurance fees	15,000/=	NBC or NMB account	Each year
3.	External examination fees/ national examination fees	150,000/=	Mode of payment will be explained at the end of each semester 11 this amount is paid to the MoHCDEC	At the end each semester 11
4.	Delivery book	20,000/=	NBC or NMB account	Once only
	Pv Book	20,000/=	NBC or NMB account	Once only
	Identity card	10,000	NBC or NMB account	Once only
	Internal exam fees	140,000/=	NBC or NMB account	Per year
Total		405,400/=		

- During the whole stay in the school, the student has an option to be **OFF CAMPUS OR IN CAMPUS**. (Here the accommodation fees will be deducted from the school fees).
- Students who possess National Health Insurance Fund cards have to bring their cards to the principal and those who have no NHIF will be required to pay the amount of money mentioned above each year in order for them to get cards that will be used for treatment in case they get ill- health related problems
- Remember that ALL payments/contributions must be paid at the beginning of the respective academic year/ semester and must be paid at the above mentioned banks. **Not Otherwise**

- Every students shall bring **two reams of A4** (photocopying paper) in each semester for conducting internal examination including semesters and Continuous Assessment Tests)

HOSTEL REQUIREMENTS

- School uniforms will be available at the school for the cost of Tsh **100,000/=** this amount will be paid to the school accountant during registration (this is applicable only for pre-services students)
- Community field work fees Money possessed by a student for community field work practice costs. **150,000/= (Pre-service Second year students and in second semester)**
- Shoes black colour or white or brown
- Sweta pink and white
- Shamba- tshert kijivu sket nyeusi
- Stationeries for writing 3 counter books 4 quires and 6 small counter books
- Sport wear
- Night dress/ pajamas
- 2 bed sheets of blue/pink/light blue
- 1 pillow and 2 pillow cases
- 2 pairs of white socks
- 2 buckets for bathing
- Eating utensils, 1plate, 1 tea cup, 1 glass, 1 spoon
- Second wrist watch
- Enough washing soap, toothbrush and toothpaste

DOMITORIES REGULATIONS

- Waking up 5:30 am
- Chapel 7:30-7:50 am
- Lecture starts at 8:00am
- Tea break 10:30-11:30
- Lunch time 3:00 pm
- Study time (prep) 8:00-10:00 pm
- **ALL lights must be turned off at 11:00pm**
- Food is not allowed in the dormitories
- Students are allowed to go for worship and reporting time 6:00 pm
- All students **MUST** do cleaning work in their dormitories, classrooms, and environment
- Saturdays will be for gardening and general cleaning work but also for performing CATs (Continuous Assessment Tests)
- Electricity appliances are not allowed in the hostel, e g heaters electrical stoves, electrical cooker.
- Muslims are allowed to go to the mosques on Friday

WELCOME WARMLY TO MWAMBANI SCHOOL OF NURSING