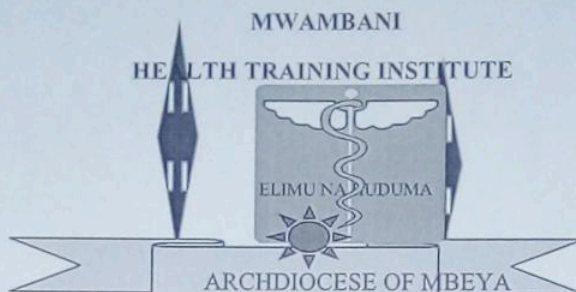


MWAMBANI HEALTH TRAINING INSTITUTE

P.O.BOX 179

MBEYA



TEL.NO 0752 027 945/ 0764 420 779

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[www.mwambanischoolofnursing.ac.tz](http://www.mwambanischoolofnursing.ac.tz)

REF NO. MWNS/MC/VOL III/ 162

DATE: 14 / AUGUST/ 2023

**RE: JOINING INSTRUCTION FOR CERTIFICATE AND DIPLOMA ( PRE-SERVICE AND UPGRADING) IN NURSING PROGRAM ACADEMIC YEAR 2023/2024**

Dear/sr/madam,

I am pleased to inform you..... that you have been selected to join Mwambani Health Training Institute for Diploma in Clinical Medicine in Academic year 2022/2023. Mwambani Health Training Institute has been registered by NACTVET with Reg. No. REG/HAS/089 in full accreditation. **CONGRATULATION.**

Mwambani Health Training Institute is within Songwe Region (formerly Mbeya Region) located in Songwe District, (formerly Chunya District) Kwimba Division, Mkwajuni ward, at Mkwajuni village. The village is about 100 kilometers from Mbalizi Town. The institution admits all students regardless of their faith though one must adhere to our rules and regulations.

In order to keep your vacancy you are required to pay/ deposit TSH 20,000/= (non-refundable) to any NMB Branch A/C NAME: **MWAMBANI NURSING SCHOOL**, A/C number **63110001375**. The vacancy may be given to someone else if you delay more than two weeks from reporting date. If you do not pay amount mentioned above.

To complete your registration, you are required to:

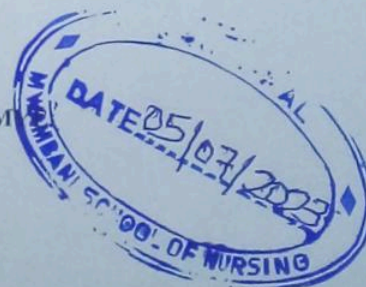
1. Submit all receipt of payment (application fees, tuition fees and other contributions) with the bank pay-in- slip to the school accountant
2. Present four passport size picture, your original secondary school certificate or results slip and birth certificates. Students who reports without original certificate for secondary school education will not be registered.
3. Undergo medical examination to any health facility and submit medical examination form .
4. Confirm in writing that sponsor will be able to pay or afford the school fees throughout the study.
5. For upgrading students should submit a permission letter from employer that allows him/her to join the institute unless he/she is self-employed. (this is for in-service students)

All students are required to report on **2<sup>nd</sup> October, 2023**. Students who reports two weeks after the opening date will lose the chance to join the institute.

Registration/orientation will take two weeks only after reporting date, studies will commence on **16<sup>th</sup> October, 2023**.

I wish you a happy stay and study at our school

*V. Victoria Nkeshiyarem*  
Sr VICTORIA NKESHIYAREM  
THE PRINCIPAL



**SCHOOL FEES STRUCTURE ACADEMIC YEAR 2023/2024.**

Item	Amount in Tanzania shillings (Tsh).	1st installment On Reporting day 2 <sup>nd</sup> October 2023	2 <sup>nd</sup> Installment 3 <sup>rd</sup> , January 2024.	3rd installement 1 <sup>st</sup> , April 2024.	4th installement 1 <sup>st</sup> , July 2024.
Tuition fees	1,200,000.00 per year	300,000.00	300,000.00	300,000.00	300,000.00

NAME OF THE ACCOUNT: NMB 63110001375 MKWAJUNI SONGWE OR IN ANY NMB BRANCH

**OTHER CONTRIBUTIONS**

S/N	DESCRIPTION	1 <sup>ST</sup> YEAR	2 <sup>ND</sup> YEAR	3 <sup>RD</sup> YEAR	UPGRADING
1	Internal examinations	150,000.00	150,000.00	150,000.00	150,000.00
2	National Examination fees	150,000.00	150,000.00	150,000.00	150,000.00
3	NACTE Quality assurance fees	15,000.00	15,000.00	15,000.00	15,000.00
4	Maintenance fees	100,000.00	100,000.00	100,000.00	100,000.00
5	Water and electricity charges	100,000.00	100,000.00	100,000.00	100,000.00
6	CSSC	5,000.00	5,000.00	5,000.00	5,000.00
7	College development	50,000.00	50,000.00	50,000.00	50,000.00
8	Delivery book		20,000.00	-	20,000.00
9	Pv Book		20,000.00	-	20,000.00
10	Procedure Book	15,000.00	-	-	15,000.00
11	Health insurance (NHIF)	50,400.00	50,400.00	50,400.00	50,400.00
12	Community Field Work (non-refundable) (for supervision only)	-	150,000.00	-	-
13	T-shirt	30,000.00	-	-	30,000.00
14	Clinical supervision	20,000.00	20,000.00	20,000.00	20,000.00
15	ID Card	10,000.00	-	-	10,000.00
	<b>Total</b>	<b>695,400.00</b>	<b>830,400.00</b>	<b>640,400.00</b>	<b>735,400.00</b>

**MODE OF PAYMENT FOR OTHER CONTRIBUTIONS**

		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	UPGRADING
1st instalment October 2023		1st instalment October 2023	1st instalment October 2024	1st instalment October 2024	Upgrading Instalment
	Internal examinations	75,000.00	75,000.00	75,000.00	75,000.00
	Nacte Quality assurance Fees	15,000.00	15,000.00	15,000.00	15,000.00
	CSSC	5,000.00	5,000.00	5,000.00	5,000.00
	Procedure Book	15,000.00	-	-	15,000.00
	Health Insurance (NHIF)	50,400.00	50,400.00	50,400.00	50,400.00
	Water and electricity charges for Day	50,000.00	50,000.00	50,000.00	50,000.00
	College development	25,000.00	25,000.00	25,000.00	25,000.00
	Maintenance fees	50,000.00	50,000.00	50,000.00	50,000.00
	ID Card	10,000.00	-	-	10,000.00
	T-shirt	30,000.00			30,000.00
	<b>Total</b>	325,400.00	270,400.00	270,400.00	325400.00
2nd instalment April 2024		2st instalment April 2023	2st instalment April 2024	2st instalment April 2024	2st instalment April 2024
	National Examination fees	150,000.00	150,000.00	150,000.00	150,000.00
	Internal examination	75,000.00	75,000.00	75,000.00	75,000.00
	PV book		20,000.00	-	20,000.00
	Delivery Book		20,000.00	-	20,000.00
	Water and electricity charges for Day	50,000.00	50,000.00	50,000.00	50,000.00
	Maintenance fees	50,000.00	50,000.00	50,000.00	50,000.00
	Community Field Work (non-refundable) (for supervision only)		150,000.00		
	Clinical Supervision	20,000.00	20,000.00	20,000.00	20,000.00
	College development	25,000.00	25,000.00	25,000.00	25,000.00
	<b>Total</b>	370,000.00	560,000.00	370,000.00	410,000.00

- Fees should be paid in Full at the beginning of each academic year or in **four instalments**.
- The school management/ authority reserves 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
  - ✓ 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.
- During the whole stay at the school, the student has an option to be **OFF CAMPUS OR IN CAMPUS**.
- 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 student shall bring **two reams of A4** (photocopying paper) in each semester for conducting internal examination including semesters and Continuous Assessment Test

#### Students learning Kit with the following instrument:

- Surgical glove 1 box, clean glove 1 box, tape measure 1, bp mashine 1, cotton wool 1 roll, thermometer 1, stethoscope 1, and gauze 1 roll

#### Stationeries

- Stationeries for writing 3 counter books 4 quires and 6 small counter books
- Every student shall bring **two reams of A4** (photocopying paper) in each semester for conducting internal examination including semesters and Continuous Assessment Tests)

#### OTHER REQUIREMENTS

School uniform Pink dress in accordance with NACTVET guidelines for girls and For boy's white cotton pants and a white shirt with a Kaunda pattern suit

- (this is applicable only for pre- services students)
- Shoes black colour or white or brown
- White Sweater
- Two Black skirts for girls and two black trousers for boys
- 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
- 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 8:00 am
- Tea break 10:30-11:00 am
- Lunch time 3:00 pm
- Sports on Wednesday and Saturdays for every week starts 5.00 – 6,00 pm
- Dinner starts 6 00 pm-7.00 pm
- Study time (prep) 8:00-11:00 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  
SPONSOR AFFIDAVIT OF SUPPORT**

Please complete the following information and sign below if you are willing to sponsor the student's (and dependents if applicable) full cost of tuition fees and living expenses for the full length of the program:

Signature of sponsor ..... Date ...../...../.....

Name of Sponsor: .....

Relationship of Sponsor to applicant .....

Address of Sponsor: .....

Phone Number .....

**Certification of Applicant**

I certify that the above information is true and complete to the best of my knowledge. I am fully aware that any false or misleading statement may result in an automatic of my admission request or eventual dismissal from the studies.

Signature of applicant ..... Date: ...../...../.....

Phone Number: .....

**MEDICAL EXAMINATION FORM FOR STUDENTS JOINING FOR NURSING SCHOOL  
TRAINING INSTITUTIONS AND NURSING SCHOOLS**

NAME OF THE INSTITUTION: ..... PROGRAMME:  
.....

YEAR OF STUDY: .....

**PART A: STUDENT'S PARTICULARS**

STUDENT'S FULL NAME: .....

DATE OF BIRTH: .....

SEX: (Male/Female).....MARITAL STATUS: .....

PART B: STUDENT'S MEDICAL HISTORY

Does the examinee have current history of any of the following? Indicate YES or NO

Tuberculosis?.....

Epilepsy?.....

Sickle cell? .....

Asthmatic or with Allergic to something (specify)? .....

Psychiatric? .....

Vision impairment? .....

Hearing disorder? .....

Physical disability? .....

Any other significant medical condition/disorder? (please specify) .....

PART C: PHYSICAL EXAMINATION

Height (cm): ..... Weight (kg): ..... BP (mmHg): .....

Any significant finding from systemic examinations (please specify):

.....  
.....  
.....  
.....

PART D: INVESTIGATIONS' FINDINGS

Please indicate any significant finding from the following Laboratory and Radiological tests

FBP:.....Urinalysis:..... Random Blood Sugar

(provide the results): .....

Stool analysis: .....

Any other relevant investigation performed (please give brief findings):

.....  
.....  
.....

PART E: CONCLUSION

I have examined

Mr./Miss/Mrs..... and

Consider that he/she is physically and mentally fit/not fit to be admitted to the college for studies.

.....  
Name Signature Date

Qualification ..... Title .....

Hospital's Name: .....

(Official hospital's stamp)