

HURUMA INSTITUTE OF HEALTH AND ALLIED SCIENCES



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All correspondence to be addressed to the Principal

ADMISSION FORM FOR ORDINARY DIPLOMA IN SOCIAL WORK AT HURUMA INSTITUTE OF HEALTH AND ALLIED SCIENCES, ACADEMIC YEAR 2025/2026

Dear Mr/Ms:

PART A: PERSONAL PARTICULARS

1. Tick the name of the course for which you are applying:
a. Certificate []
b. Diploma []
2. First name: Surname:
Middle name:
3. Date of Birth: Place of Birth:
4. District_Region:
5. Marital status (*tick the appropriate box*) Single ☐ Married ☐ Widow ☐ Divorced ☐
6. Sex (*tick the appropriate box*): Male ☐ Female ☐ Citizenship:
7. Country of residence:
8. Any disability: None: ☐ Physical: ☐ Visual: ☐ Hearing: ☐ Speech: ☐

Please specify:

PART B: FINANCIAL REQUIREMENT

1. Please indicate the sources of financial support: (*tick the appropriate box*): Parents: ☐
Sponsor: Self: ☐ Others: *Specify:*
2. Address of a person who will pay the school fees and other costs:
a) Postal address: Email address:
b) Phone number:

PART C: SCHOOL FEE STRUCTURE PER INSTALLMENT.

- Fees are payable in full at the beginning of each academic year or in two equal installments at the beginning of each semester. Fees payable are detailed below

Fee Structure per Installment for First Year.

s/n	ITEM	SEMESTER ONE (I)		SEMESTER TWO (II)		Total
		1 st installment	2 nd installment	1 st installment	2 nd installment	
	DUE DATE	Oct 3rd	Dec 23rd	Feb 31st	June 03rd	
1.	Tuition fee	250,000	250,000	250,000	250,000	1,000,000/=
2.	Meals	440,000	-	440,000	-	880,000/=
3.	Accommodation	100,000	100,000	100,000	100,000	400,000/=
4.	NACTVET	5,000	5,000	5,000	5,000	20,000/=
5.	Identity Card	10,000	-	-	-	10,000/=
6.	Caution money	10,000	10,000	10,000	-	30,000/=
7.	Stationeries	10,000	10,000	15,000	15,000	50,000/=
8.	Library and Internet services	10,000	10,000	15,000	15,000	50,000/=
9.	Graduation ceremony	5,000	5,000	5,000	5,000	20,000/=
10.	Log book	2500	2500	2500	2500	10,000/=
11.	Internal Examination	5,000	5,000	5,000	5,000	20,000/=
	INSTALLMENT TOTAL	847,500	397,500	847,500	397,500	
	OVERALL TOTAL					2,490,000

Fee Structure per Installment for second year

s/n	ITEM	SEMESTER ONE (I)		SEMESTER TWO (II)		Total
		1 st installment	2 nd installment	1 st installment	2 nd installment	
	DUE DATE	Oct 3rd	Dec 23rd	Feb 31st	June 03rd	
1.	Tuition fee	250,000	250,000	250,000	250,000	1,000,000/=
2.	Meals	440,000	-	440,000	-	880,000/=
3.	Accommodation	100,000	100,000	100,000	100,000	400,000/=
4.	NACTVET	5,000	5,000	5,000	5,000	20,000/=
5.	Caution money	10,000	10,000	10,000	-	30,000/=
6.	Stationeries	10,000	10,000	15,000	15,000	50,000/=
7.	Library and Internet services	10,000	10,000	15,000	15,000	50,000/=
8.	Graduation ceremony	5,000	5,000	5,000	5,000	20,000/=
9.	Log book	2500	2500	2500	2500	10,000/=
10.	Internal Examination	5,000	5,000	5,000	5,000	20,000/=
	INSTALLMENT TOTAL	837,500	387,500	837,500	387,500	
	OVERALL TOTAL					2,480,000

Fee Structure per Installment for Third year

s/n	ITEM	SEMESTER ONE (I)		SEMESTER TWO (II)		Total
		1 st installment	2 nd installment	1 st installment	2 nd installment	
	DUE DATE	Oct 3rd	Dec 23rd	Feb 31st	June 03rd	
1.	Tuition fee	250,000	250,000	250,000	250,000	1,000,000/=
2.	Meals	440,000	-	440,000	-	880,000/=
3.	Accommodation	100,000	100,000	100,000	100,000	400,000/=
4.	NACTVET	5,000	5,000	5,000	5,000	20,000/=
5.	Caution money	10,000	10,000	10,000	-	30,000/=
6.	Stationeries	10,000	10,000	15,000	15,000	50,000/=
7.	Library and Internet services	10,000	10,000	15,000	15,000	50,000/=
8.	Graduation ceremony	20,000	20,000	20,000	20,000	80,000/=
9.	Log book	2500	2500	2500	2500	10,000/=
10.	Internal Examination	5,000	5,000	5,000	5,000	20,000/=
	INSTALLMENT TOTAL	852,500	412,500	862,500	412,500	
	OVERALL TOTAL					2,540,000

NB.

- ❖ All money should be depositing in the account number **“40403500007” NMB BANK.** Name of account: **“Our Lady of Kilimanjaro Sisters”**
- ❖ No student will be allowed to be in the institute if he/she has not complete paying the installment fee.
- ❖ Come with pay in slip please.

NOTE

- ❖ Eligible students will not sit for planned Continuous Assessment Test (CAT's) without a **Genuine Reason** shall pay 20,000/ per module to be offered special examination.
- ❖ Eligible student who did not sit for end of semester examinations or is due for supplementary examination shall carter all costs for conduction of examination as shall be stipulated by authority.

PART D: UNIFORM AND CASUAL CLOTHES

- These include 2 pairs of trouser, 2 shirts, 2 sweaters, 1 short sleeve sweater for boys and 2 gowns, 2 sweaters, and 1 short sleeve sweater for girls.
- Casual clothes include; 3 T- shirts, 3 Black trousers for boys and 3 skirts for girls), Casual suit coat.
- Total cost of all uniform = **200,000/=** Tsh.

PART E: OTHER EXPENSES WHICH ARE PAID DIRECT TO THE STUDENT OR MINISTRY

- a. During every year the student should be attended block field practice. The student should come with **100,000/=** for her/his stay in the block field practice.
- b. Student union Fees **10,000/=**
- c. The first and second year, 2nd semester student shall conduct field work practices will be allocated in the community for the entire period of 8 weeks per each semester. The students should come with **Tsh 200,000/=** for her/his stay in the community.
- d. National Health Insurance Fund (*only for those do not have don't have National Health Insurance Fund from parents*) **50,400/= Tshs. (it is very important)**
- e. Student come with **Two (2) rim A4 (Brand – “Mondi” Size A4 210x 297mm – 80g/m²)**
- f. Examination fees which is paid directly to the Ministry of Health Account which is **150,000/=Tshs** in every **academic year**.

NURTURING PROFESSIONALS

PART F: STUDENT BELONGS AND PROPERTIES

- a. Pair of bed sheets, pillow and pillow case of light blue (Bed sheet available in the collage for **20,000/ to make uniformity**)
- b. 3 pairs of flat or low heel black shoes
- c. A blanket, bed net for all
- d. Light Blue Tracksuit for evening self-study for all Bring an umbrella for use during rainy season
- e. Boys come with 1 black trouser and 1 white shirt
- f. For Examination purposes please come with 1 rim of A 4 paper
- g. Bucket for bathing and washing your clothes
- h. Laptop/Tablet (if affordable), exercise books for writing, pen, English medical dictionary,
- i. Religious books according to one's Faith
- j. Eating utensils
- k. Transport to and from school will be covered by students himself.
- l. Come with your Secondary uniform for interim use while waiting for proper Uniform.

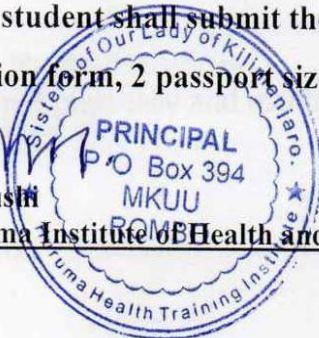
Attached with this form is Medical Examination which must be filled by qualified Medical Doctor.

On behalf of the management, I wish to extend to you a warm welcome and a successful period of the study at Huruma Institute of Health and Allied Sciences to fulfil your dream.

On reporting, the student shall submit the following; page number one of admission form, medical examination form, 2 passport size photos and bank slip used to pay the fees.


Sr. Clara T. Musili

Principal Huruma Institute of Health and Allied Sciences



HURUMA INSTITUTE OF HEALTH AND ALLIED SCIENCES

MEDICAL CERTIFICATE

First name: Second name: Surname:

Age: Sex:

Marital status: Citizenship:

PART A: PERSONAL HISTORY

Is the examinee suffering from any of the following? Indicate **Yes** or **No**. Tuberculosis

- Pneumonia Rheumatic Fever Allergy
- Gastric or duodenal Jaundice
- Recurrent indigestion..... Dysentery..... Varicose Veins.....Kidney or urinary disease..... Diabetes..... Epilepsy..... Deformity..... Psychotic..... Eye disorder.....
- Ear, Nose or Throat disorder..... Skin disease..... Anemia.....
- Gynecological disorder.....
- Malaria or other tropical disease.....
- Major or minor operations..... Serious accidents.....
- Any other serious disorder.....

PART B: PHYSICAL EXAMINATION

- Skin disease..... Eye Conjunctivae Pupils.....
- Vision: Right.....Left.....
- Please state the condition of the Ears (*if any discharge*).....
- Mouth and throatNose.....Any Abnormality.....
- Cardiovascular System
- Heart Disease.....
- Blood Pressure: Systolic.....Diastolic.....
- Heart: Any Murmur?Arteries and Veins.....
- Abdomen: Hernia.....Masses.....Liver.....
- Hydrocele.....Kidneys disease.....Rectal disease.....
- Any clinical evidence of hyperacidity or gastric duodenal ulcer.....

PART C: LABORATORY

- **Urine:** Albinum..... Sugar..... Bilharzia.....
- **Stool:** Special emphasis on Hookworm or Bilharzia. **Blood examination:** Hb Level.....
 - a) Neutrophils.....
 - b) Eosinophils.....
 - c) Lymphocytes.....
 - d) Monocytes.....
 - e) ESR..... **X-ray examination:** Chest.....
 - f) **Serology:** VDRL..... Pregnancy Test

CONCLUSION

I have examined Mr/Mrs/Miss/Sr/Br/..... and considered that she/he is/is not physically and mentally fit to be admitted to higher studies.

.....

Name: **Signature:** **Date:**

Title Qualifications:

Address:

OFFICIAL
STAMP