



Dear

REF: SELECTION TO JOIN DIPLOMA IN NURSING AND MIDWIFERY (NMT)
FOR THE ACADEMIC YEAR 2024/2025 (INSERVICE LEVEL 6)

Refer to the above captioned subject.

On behalf of LUCHAS Management, I am glad to inform you that you have been selected to join the **NURSING AND MIDWIFERY (NMT)** Program at LUGALA COLLEGE OF HEALTH AND ALLIED SCIENCES (LUCHAS) at Malinyi, Morogoro region which is located 3km from Malinyi town, for the academic year **2024/2025**. Congratulations for being selected.

The full furnished secured hostel is available within college premises with reliable water and electricity.

You are required to report at Lugala College of Health And Allied Sciences on **7th October 2024** for registration and orientation. Classes will commence immediately on **14th October 2024**. It should be clear that your chance of being enrolled ceases to apply if you don't appear on the stated opening date and this chance may be granted to another applicant who equally qualified for the course.

Kindly note that this is only a preliminary selection pending verification by The National Council for Technical and Vocational Education and Training (**NACTVET**). For LUCHAS to reserve the slot for you, we request you to submit copies of Ordinary Certificate of Secondary Education Examination (CSCEE), NTA level 4 or 5 certificate and transcript (for upgrading Candidates), and Birth Certificate or any document which indicate date of birth.

We further request you to pay a non-refundable **TZS 20,000** registration fee and advance payment of **TZS 50,000** as part of your annual school fees and confirm your acceptance within **one week** after selection through **0786133436 / 0782516975 / 0787334133 / 0784656664.**

FEE STRUCTURE FOR ORDINARY DIPLOMA IN NURSING AND MIDWIFERY
(NMT INSERVICE LEVEL 6) 2024/2025

| S/ N | Description | First installment (1 st week of October) | Second Installment (1 st week of February) | Third Installment (1 st week April) | Fourth Installment (1 st week of July) |
|----------------------------|----------------------------------|--|---|---|---|
| 1 | Tuition fee | 250,000/= | 200,000/= | 200,000/= | 100,000/= |
| Administrative cost | | | | | |
| 2 | Registration Fee | 20,000/= | - | 20,000/= | - |
| 3 | Identity Card | 15,000/= | - | - | - |
| 4 | Accommodation | 100,000/= | 100,000/= | 100,000/= | 100,000/= |
| 5 | Library Services | 10,000/= | 20,000/= | 10,000/= | 10,000/= |
| 6 | Internal Examination | 100,000/= | - | 100,000/= | 100,000/= |
| 7 | Computer Lab Service | 15,000/= | 15,000/= | 10,000/= | 10,000/= |
| 8 | Skills Lab Services | 10,000/= | 15,000/= | 15,000/= | 10,000/= |
| 9 | Environment Upkeep | 20,000/= | 10,000/= | 10,000/= | 10,000/= |
| 10 | Caution Money | 25,000/= | - | 25,000/= | - |
| 11 | Clinical attachment | 30,000/= | 30,000/= | 20,000/= | 20,000/= |
| 12 | Log book | 30,000/= | - | - | - |
| 13 | Research supervision work | 50,000/= | 50,000/= | - | - |
| | TOTAL | 675,000/= | 440,000/= | 510,000/= | 360,000/= |

NOTE

- All payments for **Tuition fee and Administrative cost** should be made through the following account.
 - **Lugala School of Nursing no 01J1097433000 for CRDB**
- Once payment has been made a bank payment receipt bearing the student's name should be presented to the LUCHAS Deputy Principal Planning and Finance officer and Accounts Officer who will issue you a college receipt.
- NOTE:
 - If a student fail any of internal examination she/he should pay Tsh 20,000/= twenty thousand for each failed subject for CATs and Tsh100,000/= (one hundred thousand) end of semester examination for supplementary.

- If a student fails any of external examination she /he should bear all the costs for examination regardless the center for examination.

B. PROGRAMME REQUIREMENTS

On arrival to LUCHAS the student is expected to have the following:

1.1 Uniforms

- A pair of pink long gown below the knee for Female and two pairs of white trousers and white short sleeved shirt for male.
- **Tshs. 17,000** for t-shirts should be in cash to during registration and 20,000/= Tshs should be paid to student's organization account not in cash upon student's arrival at the college.

NOTE

- Dressing materials for uniform should be Esteem no 1.
- Find the attached Dressing style and code guideline from Ministry of health.

1.2. Other requirements

- You are required to bring your all **ORIGINAL** certificates.
- Five (5) recent passport size color photos.
- A laptop computer.(Optional)
- **OTHER PAYMENT PAID OUTSIDE THE COLLEGE**
 - NACTVET/MOH EXAMINATION 150,000/= to be paid into college account not later than April.
 - NHIF =51,000/= should be paid upon students reporting through college account number not in cash.
 - QUALITY ASSURANCE 40,000/= should be paid in to two installments to the college account.
- Weather in Malinyi is hot during the day almost throughout the year, and muddy in rain season (December to May), cold in mornings and evenings (June to July) therefore you may need to have protective means of your choice.
- Standard books are available at the LUCHAS library, but you are free to bring clinical Science books of your preference.
- Counter books, pens and other stationeries are not provided by the school. You are required to bring two reams of photocopy paper to academic office.

C. CLINICAL AREA EQUIPMENTS

- Sphygmomanometer
- Tape Measure
- Clinical Thermometer
- Stethoscope (Littmann)

D. GENERAL INSTRUCTIONS

- No admission for a student who fails to pay as instructed.
- The bank commission for money transfer is not the institution's responsibility.

E. INSTITUTIONAL REFUND POLICY.

- Refunds will be issued according to the following schedule:
- 90% of tuition will be refunded if withdrawal request is received in writing prior to the start of the academic year.
- 75% of the total fee will be refunded if withdrawal request is received in writing during the 1st two weeks of the academic year.
- 50% of the total fee will be refunded if withdrawal request is received in writing between the 3rd week and end of 2nd month of the academic year, which is considered as the end refund deadlines.
- **No refunds will be issued on withdrawals requested after the end** of the 2nd month of the academic year.
- If you fail to report two weeks after opening date chance for your recruitment ceases and will be offered to a reserve candidate.

N.B

- Before reporting to the school, make sure you screen your health and get a recommendation from a medical officer by filling the attached medical examination form (also available www.luchas.ac.tz). Submit the medical form to the Academic Office on arrival.
- For Tanzanian citizen: Treatment costs at school will be covered by your own health insurance; therefore, you are advised to hold your health insurance ID card when you are sick. Communication with NHIF will be done for securing cards for those who have paid to NHIF.
- Meals are responsibility of the student. There is a cafeteria within the college campus which sells food at affordable cost.
- You are obliged to obey the laws of The United Republic of Tanzania as well as the college by- laws, regulations and norms. All students' academic and social problems will be dealt with by the college administration in collaboration with the Student Organization. LUCHAS is a high- quality health training institution which is religious based; therefore, students admitted to it are expected to meet a world disciplinary standard profile in all manners.

Welcome You to LUCHAS, We treat Jesus Heals

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| <p>.....</p> <p>Madam Hilda Raspitos</p> <p>Deputy Principal –</p> <p>Academic, Research and Consultancy (ARC)</p> | <p>.....</p> <p>Dr Onesmo Kalima</p> <p>Deputy Principal,</p> <p>Finance Administration and</p> <p>Planning (FAP)</p> |
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