



# ST. JOSEPH UNIVERSITY

*In Tanzania*

P.O.BOX.11007Plot no 111&113,  
Kibamba" B" Dar-Es-Salaam, Tanzania  
Phone: +255 784 757010, 0713 757010  
Email: admission@sjuit.ac.tz, registrar@sjuit.ac.tz

Ref. No: DVC/ACM/10321/405

Date: 20<sup>th</sup> September, 2017

## JOINING INSTRUCTIONS FOR ADMISSION 2017/2018

### ORDINARY DIPLOMA IN ENGINEERING PROGRAMMES

Name : Mr. / Ms. ....

Reference Number : .....

Course Admitted : .....

Selected and Verified by NACTE

Duration : 3 (THREE) YEARS

1. Congratulation you have been selected for diploma program in Engineering at this College. You are to register your name in person at the SJCT Campus, Dar es Salaam from 2nd **October, 2017 from 9.00 a.m. to 4.30 p.m.** (Monday to Friday).
2. The candidate who fails to register his/her name within the stipulated period of the time may loose the admission.
3. The candidate who did not submit the required copies of following documents are directed to submit the same along with the originals for verification at the time of registration; otherwise the admission will be rejected:
  - a. School Leaving Certificate / Transfer Certificate – Original and 3 Photocopies attested by Commissioner of Oaths
  - b. Form IV Certificate / Mark Statements - Original and 3 Photocopies attested by Commissioner of Oaths
  - c. Form VI Certificate / Mark Statements (if any) - Original and 3 Photocopies attested by Commissioner of Oaths
  - d. Birth Certificate - Original and 3 Photocopies attested by Commissioner of Oaths
  - e. Medical Fitness Certificate with Test Report – Original
  - f. Recent Passport size photograph – 3 copies
  - g. Receipt of the payment of the College fees – Original

**Note:** Please ensure that you have collected back all of your Original certificates after verification

4. The fee structure for the Diploma Programme is as under:

Description	Year 1		Year 2		Year 3	
	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI
Tuition Fees	675,000	675,000	675,000	675,000	675,000	675,000
Registration Fees	20,000	-	-	-	-	-
End Examination Fee	100,000	-	100,000	-	100,000	-
Student Identity Card	10,000	-	10,000	-	10,000	-
National Health Insurance Fund (NHIF) **	50,400	-	50,400	-	50,400	-
Caution Deposit (Refundable)	100,000	-	-	-	-	-
SJUCET Students Organization Fund	10,000	-	10,000	-	10,000	-
TCU Quality Assurance	20,000	-	20,000	-	20,000	-
<b>TOTAL</b>	<b>985,400</b>	<b>675,000</b>	<b>865,400</b>	<b>675,000</b>	<b>865,400</b>	<b>675,000</b>

\*\* Those having family health insurance scheme need not to pay the NHIF but must submit copies of the health insurance.

5. The fee is to be paid in favor of **DMI and Collaborators Trust**, Account number: **20510018688**, payable at **NMB Ltd, DSM**.
6. Registration for the programme in each semester will be done only on full clearance of the fees which includes Tuition fee, Examination fee and other fees indicated in the joining instruction. However the Tuition fee can be paid in two equivalent installments before being registered in each of the semesters.
7. The supplementary exam fee if any need to be paid separately before appearing for the respective supplementary exam(s).
8. The college fees once paid, under NO circumstance shall be refunded.
9. The candidates who have paid the required college fees alone will be issued with **Admission Card** so as to enable him/her to attend the regular classes.
10. The commencement of the classes is on Monday the **9<sup>th</sup> October, 2017**.

  
**For: Deputy Vice Chancellor/Academic**