

CITY COLLEGE OF HEALTH AND ALLIED SCIENCES -DODOMA CAMPUS-



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Physical address: MIYUJI – DODOMA

RE: ADMISSION TO ORDINARY DIPLOMA COURSES IN ACADEMIC YEAR 2020/2021.

BASIC REQUIREMENTS FOR SPECIFIC COURSES.

1. CLINICAL MEDICINE

- 1 Blood pressure machine
- 1 Stethoscope
- 1 Thermometer
- 1 Examination torch
- 1 Tape measure
- Patellar Hammer

2. PHARMACEUTICAL SCIENCES

- Calculator

GENERAL REQUIREMENTS FOR ALL COURSES.

The beginning of semester I for September intake is November **2020**.

On arrival at CCoHAS Dodoma Campus, report at the office of the Registrar with the followings

- Admission letter to CCoHAS DODOMA CAMPUS.
- Duly filled form of Medical Examination Form.
- Copy of Certificates of Secondary School Education.
- Copy of Birth certificate/Affidavit.
- Travel Passports for foreigners.
- Four recent colored passport size.
- Bank Pay-in-Slip for Tuition Fees and other charges

Warning: It is criminal offence to submit false information/certificates

COLLEGE UNIFORM

FEMALES

Two white gown.

Note. It must be at least thirty centimeters(30 cm) below knees (Decent one)

Flat white/black shoes (Open shoes or sandals are not allowed)

Two white laboratory/Clinical coats (Long sleeves)

Note: Jeans style is not allowed.

MALES

White shirts preferred long sleeves

Khaki colored two pairs of trousers (Cotton materials)

Note: Jeans style is not allowed

Black or brown leather shoes (Open shoes/ sandal are not allowed)

Two white laboratory/Clinical coats (Long sleeves)

1. REQUIREMENTS FOR HOSTEL STUDENTS

- 1 blanket
- 4 bed sheets
- 1 pillow + 2 pillow cases
- 1 mosquito net
- 1 bucket
- Towels
- Open shoes/sandals and canvas shoes for casual stay
- Mattress 2/5

2. REQUIREMENTS FOR PAYMENTS OF SCHOOL FEES AND OTHER CHARGES

- Fees should be paid **in FULL** at the beginning of each academic year or **in FOUR installments**.
- Fees once paid will not be refunded if a student withdraws or leaves the College without permission from the Principal or is disqualified in examination or dismissed for indiscipline.
- Payment by cheque, International Money Orders (IMO) etc. is accepted prior to clearance by the bank.

- Payment by M-Pesa, TigoPesa, and Airtel Money is not accepted.
- Fees must be paid through the college bank account

SCHOOL FEES FOR 2020/2021 All payments of school fees shall be paid directly to College bank Account, at any branch of National Microfinance (NMB) Bank.

ACCOUNT NAME: CCOHAS DODOMA CAMPUS

ACCOUNT NUMBER: 53010006331 - NMB

Bring the bank pay in slips to the college WHEN arriving at the college.

A: TUITION FEE AND OTHER PAYMENT DESCRIPTION

S/N	ITEM	AMOUNT IN (TSHS)	RESPONSIBLE	PERIOD
A	TUITION FEE	1,900,000/=	ALL	Paid once or in four installments
B. OTHER CHARGES				
1	IDENTITY card	10,000/=	ALL	Once at the begin of first semester
2	Students Union	10,000/=	ALL	Every year at the begin of the year
3	NACTE Quality Assurance Fee	15,000/=	ALL	Every year at the begin of the first semester
4	Local Examination	200,000/=	ALL	Every year at the begin of the first semester
5	Caution Money	40,000/=	ALL	Once at the begin of first semester
6	Stationary	60,000/=	ALL	Every year at the begin of the first semester
7	Registration Fee	85,000/=	ALL	At the begin of first semester
8	Medical Capitation	60,000/=	Mandatory for All students without any Medical insurance	At begin of first semester(MANDATORY)
TOTAL		480,000/=		

PAYMENTS SUMMARY IN INSTALLMENTS

PAYMENT SUMMARY		
FIRST SEMESTER		
First installment	750,000/=	At the begin of 1 st semester when reporting at the college(16/03/2020)
Second installment	490,000/=	Two months after opening the college

A:SUBTOTAL	1,240,000/=	
SECOND SEMESTER		
Third installment	650,000/=	At the begin of 2 nd semester
Fourth installment	490,000/=	Two months after begin of 2 nd semester
B:SUB TOTAL	1,140,000/=	
TOTAL (A+B)	2,380,000/=	

OTHER PAYMENTS DEPENDING ON SPECIFIC COURSE/PROGRAM AND YEAR OF STUDY

*Clinical Rotation	200,000/=	All students with clinical rotations	Every semester with clinical rotations shall be paid one month before commencement of rotations
*Pharmacy Practice/Environmental Field	100,000/=	All students with field	Every year at the begin of the semester with Field
Supplementary/Special Examination	50,000/=	Per module	

***PHARMACY PRACTISE /FIELD WORK**

- For the pharmaceutical sciences students shall be required to undergo a six weeks compulsory Pharmacy Practice placement/field work at a Community Pharmacy, or designated District hospital or Regional referral Hospitals assigned and approved by the college at the end of semester one of each academic year for that purpose
- During the placement the students will be under daily instructions and supportive supervision of senior qualified pharmaceutical personnel of the respective hospital/pharmacy being placed. Inspection and supportive supervision visit will be made by the appointed tutor from the college.
- Students will be required to incur his/her own living expenses (i.e. accommodation, meals, transportcost,etc) as the college will cater attachment and supervision cost from Tshs 100,000/= field fee contributed by each student.
- Student will not be allowed to continue with the next semester if she/he fails to undergo the pharmacy practice field work to obtain the required credits.

***CLINICAL ROTATIONS AND ENVIRONMENTAL FIELD WORK**

- For the clinical medicine students shall be required to undergo Four weeks compulsory clinical rotation in semester two at designated District hospital or Health Center or Regional Hospitals assigned and approved by the college.
- During hospital placement for the clinical practices students shall be under daily instructions and supportive supervision of appointed clinical instructors from the hospital. Inspection and supportive supervision visit will be made by the appointed tutor from the college.
- At the end of first semester one all clinical medicines students shall be required to attend two weeks Environmental field work at the designated Dispensaries and Wards within the Municipal Councils.
- Transport to and fro from the hospital, hospital attachment cost and supervision cost shall be catered by the college from the clinical rotation fee paid by each student.

***NATIONAL EXAMINATION FEE.**

Each student must pay Tshs 150,000/= as National Examination Fee. This amount of money should be paid to College Operational Account with Account number 24510004592. Name of the Account is CITY COLLEGE OF HEALTH AND ALLIED SCIENCES OPERATIONAL ACCOUNT-NMB

PLEASE TAKE NOTE:

1. ALL MONIES PAID ARE NON-REFUNDABLE; Makeproper decisionsbeforepayments
2. This fee structure is annual; hence the management reserves the right to change the fees structure at theendof each academic year.

PAYMENT STRUCTURE/SCHEDULE.

The fees are payable in full at the beginning of each academic year semester or four installments at the beginning of each academic semester and mid semester.

All payments should be made on time at every start of these semesters for those who are paying in two semesters and every end of two months for those who are paying in four installments.

Note: No student will be allowed to seat for either internal or external examination even accessing the College services before completing his /her due payments.

On behalf of the management, I wish to extend to you a warm welcome and a successful period of study at City College of Health and Allied Sciences Dodoma Campus.

Yours truly,

PRINCIPAL-CCoHAS.