



# DECCA COLLEGE OF HEALTH AND ALLIED SCIENCES (DECOHAS)

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## JOINING INSTRUCTION FOR ACADEMIC YEAR 2017/2018

### ADMISSION TO CLINICAL MEDICINE, NURSING, MEDICAL LABORATORY SCIENCES, PHARMACEUTICAL SCIENCES AND COMMUNITY HEALTH

DECCA College of Health and Allied Sciences is a private college fully registered by NACTE with Reg. No. REG/HAS/142

The college offers the following programs

1. Ordinary Diploma in Medical Laboratory Sciences
2. Ordinary Diploma in Clinical Medicine
3. Ordinary Diploma in Nursing & Midwifery
4. Technician Certificate in Medical Laboratory Sciences
5. Technician Certificate in Clinical Medicine
6. Technician Certificate in Nursing & Midwifery
7. Technician Certificate in Pharmaceutical Sciences
8. Basic Technician Certificate in Pharmaceutical Sciences
9. Basic Technician Certificate in Community Health

#### 1. BASIC REQUIREMENTS FOR SPECIFIC COURSES

**NOTE:** All students Uniforms are available at the college for the cost that is indicated in your specific course. You are required to pay and obtain your uniforms at the College and not otherwise. This is for uniformity, standards and descent uniforms as required by the College.

##### A. ADMISSION TO CLINICAL OFFICER & ASSISTANT CLINICAL OFFICER

- 1 Blood pressure machine, 1 Stethoscope, 1 Thermometer, 1 Examination torch, 1 Tape measure, Black Shoes. (Open shoes/sandals and canvas shoes are not allowed in classes or in practical areas), Boxes of Clean Gloves.
- **Uniforms:**  
**Female and Male: Two pairs of uniforms and one clinical coat Total of Tshs 100,000/=**

## **B. ADMISSION TO NURSING AND MIDWIFERY**

- 1 Blood pressure machine, 1 Stethoscope, 1 Thermometer, 1 Examination torch, 1 Tape measure, Black Shoes. (Open shoes/sandals and canvas shoes are not allowed in classes or in practical areas.), Clean Gloves.
- **Uniforms: Female and Male**  
**Two pairs of uniforms Total of Tsh: 85, 000/=**

## **C. ADMISSION TO MEDICAL LABORATORY SCIENCES**

- Two pairs of White Clinical Coats for both males and females
- Black Shoes. (Open shoes/sandals and canvas shoes are not allowed in classes.), Clean Gloves
- **Uniforms:**  
**Female and Male: Two pairs of uniforms and one clinical coat Total of Tshs 100,000/=**

## **D. ADMISSION TO PHARMACEUTICAL SCIENCES**

- Black Shoes. (Open shoes/sandals and canvas shoes are not allowed in classes.) Clean Gloves
- **Uniforms**  
**Female and Male: Two pairs of uniforms and one clinical coat Total of Tshs 100,000/=**

## **E. ADMISSION TO COMMUNITY HEALTH**

- 1 Blood pressure machine, 1 Stethoscope, 1 Thermometer, 1 Examination torch, 1 Tape measure, Black Shoes (Open shoes/sandals and canvas shoes are not allowed in classes or in practical areas.)
- **Uniforms**  
**Female and Male: Two pairs of uniforms Total of Tshs 85, 000/=**

## **2. GENERAL REQUIREMENTS FOR ALL PROGRAMES & COURSES**

When at DECOHAS, report at the Admission office with the followings

1. Admission letter to DECOHAS
2. Dully filled form of Medical Examination Form
3. Original Certificates of Secondary School Education
4. Birth certificate/Affidavit
5. Identity cards and Travel Passports for foreigners
6. Four recent colored passport size
7. Bank Pay-in-Slip for Fees and other charges
8. Transcript / Recommendation Letter / Certificates of the Council (For NTA LEVEL 6)

**Warning:** It is criminal offence to submit false information/certificates/Documents. Appropriate legal action will be taken in case of committing that offence

## **3. REQUIREMENTS FOR BOARDING/HOSTEL STUDENTS**

1 blanket, 4 bed sheets, 1 pillow + 2 pillow cases, 1 mosquito net, 1 plastic buckets, Towels, Open shoes/sandals and canvas shoes for casual stay  
All other outfits after classes MUST be of good manner.

## **4. REQUIREMENTS FOR PAYMENTS OF SCHOOL FEES AND OTHER CHARGES**

- Fees should be paid **in full** at the beginning of each academic year or **in two equal installments** at the beginning of each semester
- 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.
- However, **fifty per cent (50%)** of fees may be refunded, if a student notifies the Principal to withdraw from the college within the first four weeks from the beginning of the academic year.
- 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 **STRICTLY NOT ACCEPTED**.

- Fees must be paid through the college bank account and not otherwise

**NAME OF ACCOUNT:** DECOHAS - TUTION FEES  
**ACCOUNT NO:** 0150222135400  
**BANK:** CRDB Bank Plc

- And other charges should be paid to the following account

**NAME OF ACCOUNT:** DECOHAS – MISCELLANEOUS  
**ACCOUNT NO:** 0150222135500  
**BANK:** CRDB Bank Plc

- The bank original pay-in-slip should be submitted to the college accountant or cashier for receipt/acknowledgement.
- We strongly advise parents/guardians to pay through bank accounts and give their students a pay in slip

## 5. TUITION FEES FOR 2017/2018

A: Tuition fee Per annum	
MEDICAL LABORATORY SCIENCES	<b>TShs 1,600,000/=</b> <b>USD 950(foreigners)</b>
CLINICAL MEDICINE	
NURSING AND MIDWIFERY	
PHARMACEUTICAL SCIENCES	<b>TShs 1,200,000/=</b> <b>USD 650 (foreigners)</b>
COMMUNITY HEALTH	

## 6. OTHER CHARGES/COSTS FOR 2017/2018

S/No	ITEM	AMOUNT IN TANZANIANS(TSHS)	INTERNATIONAL STUDENTS(USD)	PERIOD
1.	Identity Card	10,000	10	Once
2.	Students Union	10,000	10	Once
3.	Health Insurance (NHIF)	60,000	55	Every Year
4.	NACTE Quality Assurance & Verification Fee	35,000	35	Every Year
5.	Local Examination	100,000	45	Every Year
6.	National Examination	280,000	220	Every Year
7.	Practical Procedure Book And Practicum	160,000	160	Every Year

	Guide			
8.	Meals Costs	1,500,000	1100	Every Year
9.	Caution Money	100,000	75	Once
10.	Accommodation Costs	400,000	300	Every Year
11.	Registration Fee	10,000	10	Every Year
<b>TOTAL</b>		<b>2,665,000</b>	<b>2,020</b>	

**Note that:**

1. Meals costs are optional to a student in need with the service (day students). Accommodation is strongly recommended for student's wellbeing.
2. Some students use fees for other purposes. Therefore, sponsors/ guardians/ parents are advised to pay fees directly to College Bank Accounts.
3. Students who possess national health insurance fund (NHIF) cards have to bring their cards, and are encouraged to use them. Those who are not members of NHIF, have to pay every year in order to get the cards. The bank pay –in – slip should be submitted to the office of accountant/cashier.
4. Student should come with complete uniform fee as indicated for every course

On behalf of the management, I wish to extend to you a warm welcome and a successful period of study at DECCA College of Health and Allied Sciences for the bright future you need.

**Dr. Ngw'andu J.P**  
**PRINCIPAL – DECOHAS**