



DECCA COLLEGE OF HEALTH AND ALLIED SCIENCES (DECOHAS)

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JOINING INSTRUCTION FOR ACADEMIC YEAR 2020/2021

ADMISSION TO CLINICAL MEDICINE, NURSING, MEDICAL LABORATORY SCIENCES AND PHARMACEUTICAL SCIENCES

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. Ordinary Diploma in Pharmaceutical Sciences
5. Technician Certificate in Medical Laboratory Sciences
6. Technician Certificate in Clinical Medicine
7. Technician Certificate in Nursing & Midwifery
8. Technician Certificate in Pharmaceutical Sciences

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.
- Student Learning Kit with all necessary learning instruments shall be obtained from the college and not otherwise, as indicated in your specific course

A. ADMISSION TO CLINICAL OFFICER & ASSISTANT CLINICAL OFFICER

- Black Leather Shoes. (Open shoes/sandals and canvas shoes are not allowed in classes or in practical areas), Boxes of Clean Gloves for personal practical clinical sessions.
- **Uniforms:** Female and Male –Two pairs of uniforms and one clinical coat Total of Tshs, 100,000/=
- **Student Learning Kit:**

Shall be obtained at the college and owned by student. The college has purchased in whole sale to make it affordable to students. Students Kit has the following instruments: Blood Pressure machine, Stethoscope, Thermometer, Examination torch, Tape measure, Toniquet, Patella hammer, Otoscope, Tuning fork, and Pen touch for Tshs,120,000/=.

Payments shall be done to DECOHAS – MISCELLANEOUS ACCOUNT No. 0150222135500, CRDB Bank.

B. ADMISSION TO NURSING AND MIDWIFERY

- Black Leather 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,100, 000/=
- **Student Learning Kit:** Shall be obtained at the college and owned by student. The college has purchased in whole sale to make it affordable to students. Students Kit has the following instruments: Blood Pressure machine, Stethoscope, Thermometer, Examination torch, Tape measure, Toniquet, Patella hammer, Otoscope, Tuning fork, and Pen touch for Tshs,120,000/=

Payments shall be done to DECOHAS – MISCELLANEOUS ACCOUNT No. 0150222135500, CRDB Bank.

C. ADMISSION TO MEDICAL LABORATORY SCIENCES

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

D. ADMISSION TO PHARMACEUTICAL SCIENCES

- Black Leather Shoes. (Open shoes/sandals and canvas shoes are not allowed in classes.)
Clean Gloves for personal use during clinical/practical sessions.
- **Uniforms:** Female and Male –Two pairs of uniforms and clinical coat for Tshs
100,000/=

2. GENERAL REQUIREMENTS FOR ALL PROGRAMES

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 photos
7. Bank Pay-in-Slip for Fees and other charges
8. Transcript / Recommendation Letter / Certificates of the Council (For upgrading NTA
LEVEL 6)
9. One Ream (A4) at every beginning of new semester

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

- (i) School fees and meal : Fees should be paid **in full** at the beginning of each academic year or **in three equal installments** at the beginning of each semester
- (ii) Hostel charges should be paid **in two installment** at the beginning of each academic year.
- (iii) 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.
- (iv) However, **fifty per cent (50%)** of fees may be refunded, if a student notifies the Principal to withdraw from the college within first four weeks from the beginning of the academic year.
- (v) Payment by Cheque, International Money Orders (IMO) etc is accepted prior to clearance by the bank.

NOTE: Payment by M-Pesa, Tigo Pesa, and Airtel Money or any mobile number is **STRICTLY NOT ACCEPTED. WE DO NOT HAVE ANY AGENTS FOR FEES OR ANY OTHER CHARGE COLLECTION.**

- (vi) All payment should be done through College Bank Accounts and not otherwise.

NAME OF ACCOUNT:	DECOHAS - TUTION FEES
ACCOUNT No.	0150222135400
BANK:	CRDB Bank Plc

- (vii) And all other charges should be paid to the following account

NAME OF ACCOUNT:	DECOHAS – MISCELLANEOUS
ACCOUNT No.	0150222135500
BANK:	CRDB Bank Plc

- (viii) The bank original pay-in-slip should be submitted to the college accountant or cashier for receipt/acknowledgement.

NOTE: We strongly advise parents/guardians to pay through bank accounts and give their students a pay in slip

5. TUITION FEES FOR 2019/2020

A: Tuition fee Per annum	
MEDICAL LABORATORY SCIENCES	TShs 1,600,000/= USD 950(foreigners)
CLINICAL MEDICINE	
NURSING AND MIDWIFERY	
PHARMACEUTICAL SCIENCES	

6. OTHER CHARGES/COSTS FOR 2019/2020

S/No	ITEM	AMOUNT IN TANZANIANS(TSHS)	INTERNATIONAL STUDENTS(USD)	PERIOD
1.	Identity Card	10,000	10	Once
2.	Students Union	20,000	20	Every year
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 Guide	160,000	160	Every Year
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.	Student Uniform	100,000	45	Once
12.	Registration Fee	10,000	10	Every Year
TOTAL		2,775,000	2,065	

7. PARENTS/GUARDIAN DECLARATION

I.....legal (**parent/guardian /sponsor**) agree to undertake with college as follows my child will attend the school and comply to the college rules and regulations. And I hereby promise to collaborate with the College to assist a student to abide to the required rules/regulation and good manner.

SIGNATURE..... DATE: /...../.....

Note that: Student should completely pay for uniform as indicated for every course. Clinical medicine, Nursing and Midwifery and Community Health should completely pay for Student Learning Kit

1. Some students use fees for other purposes. Therefore, sponsors/ guardians/ parents are advised to pay fees directly to College Bank Accounts.
2. 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.
3. Meals costs are optional to a student in need with the service (day students). Accommodation at the College Hostels is strongly recommended for student’s wellbeing.

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