



KILIMANJARO CHRISTIAN MEDICAL UNIVERSITY COLLEGE
(A Constituent College of Tumaini University Makumira)

All correspondences should be
Addressed to the Provost

P. O. Box 2240, **MOSHI**, Tanzania
Telephone 255-027-2753616
Fax: 255-55-2751351
Email: admission@kcmuco.ac.tz
Webpage: <http://www.kcmuco.ac.tz>

Ref: TU/KCMC/C.5/2018-2019

Date:

NAME:
.....
.....

Dear Applicant,

RE: ADMISSION OFFER

We are glad to inform you that you have been selected to pursue studies at Kilimanjaro Christian Medical University College leading to the award of of the TUMAINI UNIVERSITY MAKUMIRA. I am pleased to offer you a place of study at KCMU College for the academic year starting 2018/19.

1. INSTRUCTION:

Please make sure that you read these instructions carefully, understand them and **adhere to all** the requirements hereunder.

2. ADMISSION:

This admission offer is made on the basis of the statement of your qualifications as presented in your application form. The offer is subject to the satisfactory verification of those qualifications by this office at the time of your registration. Therefore for registration purposes:

A. All candidates, must bring the following items:

- a) The original certificates and transcripts
- b) The original birth Certificate
- c) Passport size photograph (soft copy): blue background
- d) Medical examination report
- e) Copy of admission offer

B. Nursing students:

License of practice – Nursing

C. M.Med Students:

Registration Certificate from Tanganyika Medical Council

D. Foreign Students

Passport and Resident Permit

E. Postgraduates, Undergraduate and diploma students:

- To pay at least half of the fees as per attached fee structure.
- **HESLB** Beneficiary to pay at least must pay Tshs. 1,000,000/= **(One Million)**

3. ORIENTATION WEEK:

The orientation week and registration for Students begins on **22nd to 26th October, 2018**. The orientation week consists of dissemination of essential college and programmes information. You must attend the whole orientation programme.

4. REGISTRATION:

- a. You must register yourself immediately during the orientation week.
- b. You will not be allowed to register two weeks after the academic semester has started.
- c. Registration is done twice a year. In every new semester you must re-register with the admissions office when returning from inter semester and end of year vacations.

5. POSTPONEMENT OF STUDIES:

- a. You shall not be allowed to postpone studies after the academic year has begun except under special circumstances such as ill health and serious social problems. Permission to postpone studies shall be considered after producing satisfactory evidence of the reasons for postponement.
- b. Postponement of the admission does not guarantee you a vacancy for the following academic year.

6. ACCOMMODATION:

The College offers accommodation to all students. For room reservation, visit the College website and follow the instructions provided. We shall to endeavour to respond to your hostel booking in due time. All first year students are highly encouraged to stay on-campus (NOTE that due to security reasons, it becomes imperative to stay on-campus) – to apply hostel visit our website (www.kcmuco.ac.tz) and download the form.

7. CLINICAL COATS

All first year students (Faculty of Medicine and Rehabilitation Medicine will pay Tsh 25,000 for clinical coats. The payment must be done during Registration week. Bank details for which the payment should be made is:

TUSO Account

Account No 017101008541

NBC Bank, MOSHI

8. REGULATIONS:

The College regulations, Prospectus and fee structure can change **any time** without prior notice to the students or their sponsors. You and your sponsor **must** adhere to the changes accordingly

9. DISCIPLINE:

- a. You are required to abide with the students By-laws and prospectus regulations which shall be availed to you during the registration exercise
- b. You are required to keep safely College property in your possession. In case of loss or damage, you shall be required to pay the replacement value.

10 BANKING INSTRUCTIONS:

All payments are made through College Bank accounts as follows;

Local Account:

KCMU College

Local Account (Tshs) No: 0150324487700

CRDB Bank, Moshi Branch

TANZANIA.

Forex Account:

Kilimanjaro Christian Medical College

Dollar account No: 017105000676

SWIFT CODE. NLCBTZTX

NBC Moshi Branch

P. O. Box 3030, MOSHI – TANZANIA

On behalf of the Kilimanjaro Christian Medical University College, I wish to extend to you a warm welcome and a successful period of study.

Yours sincerely,



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Prof Kien A. Mteta

Deputy Provost for Academic Affairs



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TO BE COMPLETED BY THOSE ACCEPTING THE OFFER

I _____ declare
that I do accept the offer of admission to pursue Diploma/Degree/Masters programme
in.....

- a) I hereby declare that I have read all the instructions as provided in the offer and understood them correctly.
- b) I am aware that the regulations, by laws and fee structure can change at any time and I shall abide to the changes accordingly.
- c) I solemnly promise to abide by the regulations and bylaws governing training, peace and good conduct in general as shall be spelt out from time to time including fees payments and that failure to do so may lead to disciplinary procedures including discontinuation.
- d) I have initialled/signed all the required official forms including the medical forms, registration forms, fee structure forms and the copies of all certificates to indicate that I have abided to the regulations and bylaws of the College.

Signed

Date