



## JOINING INSTRUCTION FOR ACADEMIC YEAR 2025/2026 ADMISSION TO ORDINARY DIPLOMA IN NURSING AND MIDWIFERY, MEDICAL LABORATORY SCIENCES AND CLINICAL MEDICINE PROGRAMME.

### SECTION A: REQUEREMENTS

#### I. GENERAL REQUIREMENTS FOR ALL PROGRAM

You are required to present yourself to the Admission Officer of our Institution for registration formalities after payment of the prescribed fees.

Make sure on admission you have the following:

- Academic Secondary School certificate (CSEE)
- Admission letter
- Birth certificate/Affidavit
- Joining instruction
- Filled medical examination form
- Transcript /Recommendation letter/Certificate of council (For upgrading NTA level 6)
- Two (2) recent coloured passport size
- Copy of National Identification card or NIDA number
- Sponsorship details form (For sponsored students)

NOTE: For the purpose of registration, it is **compulsory** to bring your **original certificates with their copies**.

**Caution:** It should be noted that it is a criminal offence to submit false information. Any candidate submitting falsified certificate(s) or any other such information will not be considered for admission and appropriate legal action will be taken against him/her.

#### II. REQUIREMENTS FOR SPECIFIC COURSE

##### Ordinary Diploma in Nursing and Midwifery

- **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, tape measure, tourniquet, patella hammer, turning fork and pen torch) for TZS 120,000/=
- **Scientific calculator**
- **Wrist watch with seconds' hand**

##### Ordinary Diploma in Medical laboratory sciences

- **Two (2) white laboratory coats** (Plain, Long sleeve, not less than three buttons, below knee)
- **Scientific Calculator**
- **Stopwatch**

## Ordinary Diploma in Clinical medicine

### ▪ **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, tape measure, tourniquet, patella hammer, turning fork and pen torch) for TZS 120,000/=

- **Two (2) white Clinical coats** (Plain, Long sleeve, not less than three buttons, Above knee)
- **Scientific calculator**

### III. **BOARDING AND UNIFORMS**

The college provides full boarding accommodation and uniforms for pre-service students only.

The student(s) must bring:

- 4 bed sheets, (blue in colour for males and pink colour for females), 1 pillow and 2 pillow cases (colour as per bed sheets).
- A mosquito net – square in shape with white colour (ft 3/6).
- White sweater (Round collar with no zip and buttons)
- Two pairs of black leather Shoes – closed with flat or low heels, and three pairs of white socks for both females and males.
- For nuns, they should bring with them two (2) white gowns with short sleeves and white habit.
- Sports clothes – Truck suit (all in blue colour)
- Sports shoes (Raba)

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

- School fees and meal: Fees should be paid **in full** at the beginning of each academic year or **in Four instalments** at the beginning of each semester
- Hostel charges should be paid **in two 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.
- Tuition fee (**70706600023 Ndanda College Of Health And Allied Sciences-NMB**) and other college costs (**015C00057XV00 Ndanda College Of Health - CRDB**) should be paid in separate accounts.
- 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 the students a pay in slip*

## **SECTION B: SPIRITUAL LIFE**

Ndanda COHAS is a Faith based Organization (FBO) all college students are required to follow the time table laid by the college.

## **SECTION C: DRESS CODE**

Ndanda COHAS being a Catholic Institution is determined to build a society of people who are well prepared both academically and morally to serve the community efficiently. However, Ndanda COHAS shall not segregate any student basing on his/her beliefs. Students of Ndanda COHAS shall therefore be required to dress and keep themselves in a neat and tidy manner all the time within and outside the School as directed by the code.

Students are required to dress with decency, modesty and smartness. Tight or transparent clothes, stomach-cuts, earrings for men, trouser which is so tight and/or loosely hanging below the waist for men are strictly not allowed before, during and after class hours, whether on-campus or off-campus.

Casual wears like khangas, shorts, sport shoes, skin tights, dress which does not cover sensitive parts of the body above knees, stomach, chest, waist are not allowed around academic areas and administration block.

Hairdressing is allowed for females by normal style 5-7 lines (Twende kilioni)

## **SECTION D: 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:**

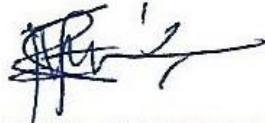
- Students who possess national health insurance fund (NHIF) cards have to bring their cards, and are encouraged to use them. Those who are not members of NHIF, have to pay every year in order to get the cards. The bank pay -in - slip should be submitted to the office of accountant/cashier.

**SECTION E: LOCATION (HOW TO REACH NDANDA)**

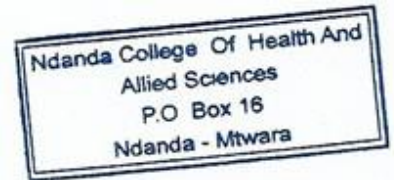
Ndanda COHAS is located at Masasi District in Mtwara Region, along the main road from Dar-es –Salaam to Songea, about 110.8 km from Lindi to Ndanda and 40 km to Masasi.

It is located at an elevation of 348 meters above sea level. Its coordinates are 10.4995° S (Latitude) and 39.0190° E (Longitude).

I wish you all the best and safe journey to Ndanda.



.....  
**Frank Shemhande**  
**PRINCIPAL**



**SECTION F: FEE STRUCTURE**

**Ndanda College of Health and Allied Sciences**  
**P.O.BOX 16,**  
**NDANDA.**

**SCHOOL FEES ACADEMIC YEAR 2024/2025**  
**FEE STRUCTURE for ORDINARY DIPLOMA IN NURSING AND**  
**MIDWIFERY, MEDICAL LABORATORY SCIENCES AND CLINICAL**  
**MEDICINE PROGRAMME.**

**FOR PRE-SERVICE****1. Direct College Costs**

ITEM	1 <sup>st</sup> Year		
	SEMESTER		TOTAL
	I	II	
Tuition Fees	650,000.00	650,000.00	1,300,000.00
<b>Sub Total</b>	<b>650,000.00</b>	<b>650,000.00</b>	<b>1,300,000.00</b>

**2. Other College Costs**

ITEM	1 <sup>st</sup> Year		
	SEMESTER		TOTAL
	I	II	
Accommodation	150,000.00	150,000.00	300,000.00
Meals	400,000.00	400,000.00	800,000.00
Internal Examination Fee	200,000.00	0.00	200,000.00
Computer and Internet	20,000.00	0.00	20,000.00
Book and Stationery	50,000.00	0.00	50,000.00
NHIF	51,000.00	0.00	51,000.00
Uniform	100,000.00	0.00	100,000.00
Examination fee (Ministry)	0.00	150,000.00	150,000.00
Identity card	10,000.00	0.00	10,000.00
Students Union	10,000.00	0.00	10,000.00
NACTVET Quality Assurance Fee	20,000.00	0.00	20,000.00
Caution Money and Maintenance	100,000.00	0.00	100,000.00
<b>Sub Total</b>	<b>1,111,000.00</b>	<b>700,000.00</b>	<b>1,811,000.00</b>
<b>Grand Total</b>	<b>1,761,000.00</b>	<b>1,350,000.00</b>	<b>3,111,000.00</b>

## **FOR IN-SERVICES**

### **1. Direct College Costs**

<b>ITEM</b>	<b>1<sup>st</sup> SEMESTER</b>	<b>2<sup>nd</sup> SEMESTER</b>	<b>TOTAL</b>
Tuition Fees	650,000.00	650,000.00	1,300,000.00
<b>Sub Total</b>	<b>650,000.00</b>	<b>650,000.00</b>	<b>1,300,000.00</b>

### **2. Other College Costs**

Local Examinations	200,000.00	0	200,000.00
Book and Stationery	50,000.00	0	50,000.00
Examination Fee (Ministry)	0	150,000.00	150,000.00
Identity Card	10,000.00	0	10,000.00
Students Organization	10,000.00	0	10,000.00
NACTVET Quality Assurance Fee	20,000.00	0	20,000.00
Caution Money and Maintenance	100,000.00	0	100,000.00
Graduation	50,000.00	0	50,000.00
Midwifery / Research project	250,000.00	0	250,000.00
Mental Health / Field project	0	250,000.00	250,000.00
<b>Sub Total</b>	<b>690,000.00</b>	<b>400,000.00</b>	<b>1,090,000.00</b>
<b>Grand Total</b>	<b>1,340,000.00</b>	<b>1,050,000.00</b>	<b>2,390,000.00</b>

### **Bank details:**

#### **NMB**

Name: **Ndanda College Of Health And Allied Sciences**

A/c No: **70706600023**

Bank: **NMB**

Swift Codes: **NMIBTZTZ**

**OR**

#### **CRDB**

Name: **Ndanda College Of Health**

A/c No: **015C00057XV00**

Bank: **CRDB**

Swift Codes: **CORUTZTZ**



## NDANDA COLLEGE OF HEALTH AND ALLIED SCIENCES

P.O. Box 16,  
Abbey Street,  
Ndanda,  
MTWARA.

Mobile: (255) 742 410 676  
(255) 679 779 522

Website: [www.ndandacohas.ac.tz](http://www.ndandacohas.ac.tz)

Email: [ndandacollege@gmail.com](mailto:ndandacollege@gmail.com)

### STUDENT'S MEDICAL EXAMINATION FORM

(Should be filled in District, Regional or Referral Hospital)

NAME OF THE STUDENT (in full) .....

Nationality.....Age.....Sex.....Marital Status.....

#### MEDICAL HISTORY

Has examine suffered from any of the following? If yes, indicate data and diagnosis. If not please write "NO" in appropriate space.

- a) Tuberculosis .....
- b) Cardiac Disease .....
- c) Syphilis or Gonorrhoea .....
- d) Allergies .....
- e) Epilepsy.....
- f) Sickle cell.....
- g) Psychiatric.....
- h) Vision impairment.....
- i) Hearing disorders.....
- j) Physical disability.....
- k) Skin disease .....

Any other significant medical condition? Disorder? (Please specify) .....

#### PHYSICAL EXAMINATION

Height (cm): ..... Weight (kg):.....BP (mmHg):.....

Any significant finding from systematic examination (please specify) .....

#### LAB INVESTIGATIONS

Please indicate any significant finding from the following Laboratory and Radiological tests

FBP.....Urinalysis .....

RBG.....Blood group.....

Stool analysis.....UPT.....

Any Other relevant investigation performed (please give brief findings):

.....

#### DOCTOR'S RECOMMENDATIONS:

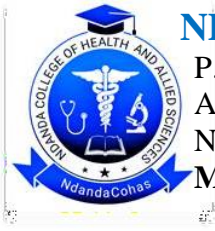
I have examined Mr./Mrs./Miss .....and considered that he/she is FIT/NOT fit to be enrolled as a student at Ndanda College of Health and Allied Sciences.

Name of the Doctor..... Qualifications .....

Signature..... Date: .....

(Official Stamp)





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Website: [www.ndandacohas.ac.tz](http://www.ndandacohas.ac.tz)  
Email: [ndandacollege@gmail.com](mailto:ndandacollege@gmail.com)

Tarehe...../...../2024

**SPONSOR DETAILS**

(Maelezo ya Mfadhili)

**Name of Student:** .....  
(Jina la Mwanafunzi)

**Course:** .....  
(Kozi)

**Year of Study:** .....  
(Mwaka wa Masomo)

**Sponsor Duration :** ( Months/Year) .....  
(Muda wa Ufadhili)

**Name of Sponsor:** .....  
(Jina la Mfadhili/Wafadhili)

**Relationship of Sponsor to Applicant:** .....  
(uhusiano wa Mfadhili na mwombaji)

**Phone no:** ..... **Email:** .....  
(Namba Ya Simu) (Barua Pepe)

**Signature of sponsor:** ..... **Date:** .....  
(Sahihi ya Mfadhili) (Tarehe)

**Stamp (if any):**  
(Muhuri -kama upo )

