

# NJUWENI INSTITUTE OF HOTEL CATERING AND TOURISM MANAGEMENT

## ENROLMENT APPLICATION FORM

### DIPLOMA COURSES

APPLICANT'S PARTICULARS

Age Group 1-18  19-25  26-35  35 above

**SURNAME:** \_\_\_\_\_ **OTHER NAMES:** \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_ **PLACE OF BIRTH:** \_\_\_\_\_

**GENDER:** \_\_\_\_\_ **MARITAL STATUS:** \_\_\_\_\_

**NATIONALITY:** \_\_\_\_\_

NO.	COURSE OFFERED	CODE NO.
1.	Diploma in Food and Beverage Production and Service	<b>DFBP 101</b>
2	Diploma in Accommodation Operations	<b>DAO 102</b>
3.	Diploma in Tourism and Travel Studies	<b>DDT 103</b>

### COURSE PREFERRED

	NAME OF COURSE	CODE NUMBER

**FORMAL EDUCATION**

TYPE OF SCHOOL	PLACE	FROM	TO
Primary			
Secondary "O"			
Secondary "A"			

**PROFESSIONAL TRAINING/ OTHER TRAINING**

INSTITUTE	COURSE TAKEN	FROM	TO

**PAST WORK EXPERIENCE, IF ANY**

NAME OF EMPLOYER	POSITION HELD	FROM	TO

**Residential Address:**

City/ Municipality/Town: \_\_\_\_\_

Street Name/Area: \_\_\_\_\_

Plot No: \_\_\_\_\_

Name of Ward/ Kata \_\_\_\_\_

Cell Leader: \_\_\_\_\_

**SPONSOR'S STATEMENT**

I \_\_\_\_\_ (Name) hereby agree to

Financially Sponsor Mr. /Mrs./Miss \_\_\_\_\_ as applied.

Name of Sponsor in full \_\_\_\_\_

Address of Sponsor \_\_\_\_\_

Tel No: \_\_\_\_\_ Fax No. \_\_\_\_\_

Signature of Sponsor \_\_\_\_\_

Date of Signing \_\_\_\_\_

Official Stamp if any \_\_\_\_\_

Name of Student in full \_\_\_\_\_

Signature of Student \_\_\_\_\_

Date of Signing \_\_\_\_\_

**MODE OF PAYMENT**

CASH OR CHEQUE SHOULD BE DEPOSITED TO OUR BANKS ACCOUNTS AS DETAILED BELOW:

**(1) NJUWENI INSTITUTE**  
**NBC KIBAHA**  
**A/C No. 080103000050**

**(2) NJUWENI INSTITUTE**  
**NMB KIBAHA**  
**A/C No. 21201300005**

**PAYMENT PLAN**

<b>STAGE ONE</b>	<b>TICK</b>
Full payment	
Half payment	

**STUDENT STATUS**

<b>STATUS</b>	<b>TICK</b>
Day	
Hostel	

**BALANCE OF FEES**

In case of half payments, The remaining amount Should be paid within the theory class session only.

**FEES STRUCTURE**

	Course	Cost Item	Day (Tshs)	Hostel (Tshs)
	<b>DIPLOMA</b>			
	<b>1<sup>ST</sup> YEAR</b>	<b>1<sup>st</sup> semester</b>		
		Training Charges	<b>500,000.00</b>	<b>1,150,000.00</b>
		Field Training		
		<b>2<sup>nd</sup> Semester</b>		
		Training charges	500,000.00	1,150,000.00
		<b>Total 1<sup>st</sup> Year</b>	<b>1000,000.00</b>	<b>2,300,000.00</b>
	<b>2<sup>ND</sup> YEAR</b>			
		<b>1<sup>st</sup> Semester</b>	-	-
		Tuition fees	500,000.00	1,150,000.00
		<b>2<sup>nd</sup> Semester</b>	500,000.00	1,150,000.00
		Tuition fees		
		<b>Total 2<sup>nd</sup> Year</b>	<b>1,000,000.00</b>	<b>2,300,000.00</b>
		<b>Grand total</b>	<b>2,000,000.00</b>	<b>4,600,000.00</b>

**OTHER CHARGES ( Tshs)**

Registration form	10,000/=
Quality assurance fees( NACTE)	15,000/=
Field Administration costs	30,000/=

**STUDENT'S DECLARATION**

I \_\_\_\_\_ hereby certify that the information given in this form is true and complete.

Signature of Student \_\_\_\_\_

Date of Signing \_\_\_\_\_

Mobile No. \_\_\_\_\_

### **Points to Remember.**

1. All students must bring 3 passport size pictures and a copy of secondary certificate.
2. Hostel students must bring with them 2 bed sheets, 1 pillowcase, a towel, a mosquito net, a pair of pajamas or nightdress, black shoes and white socks.
3. Hostel students must bring their own eating utensils e. g a tea cup and saucer, a dinner plate, a water glass, a table spoon, a meat knife and fork.
4. The institute provides the hostel students with a bed, a mattress and a pillow together with tea and bread in the morning lunch and dinner.
5. The costs quoted here in above are for the duration when the students are provided with theoretical training at the institute only.
6. Field attachment costs will be met by the students or sponsors themselves and not the institute
7. No allowance or debate will be entertained by the institute should the trainee reported late for studies.
8. 60% of the training charges must be paid before commencement of training and the remaining balance before end of three months of training Should any student or sponsor fail to comply with fees payment regulation, trainee will neither be allowed to seat for examinations nor proceed for field training
9. Students must bring their own stationers and class text books as per course requirement

**TRAINING COSTS ARE SUBJECT TO CHANGE WITHOUT NOTICE.**