

# NJUWENI INSTITUTE OF HOTEL CATERING & TOURISM MANAGEMENT

## APPLICATION FORM FOR TECHNICIAN CERTIFICATE NTA LEVEL 5

### 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	COURSES OFFERED NTA LEVEL 5 (under NACTE)	CODE NO.
1.	Technician Certificate in Hospitality Operations	TC HOT 100
2.	Technician Certificate in Travel and Tourism	TC TT 101

	NAME OF COURSE SELECTED	CODE NUMBER

### ADMISSION REQUIREMENTS:

- 1. An Advance Certificate of Secondary Education Examination (ACSEE) with one principle Pass and one Subsidiary Pass.***
- 2. Possession of NTA level 4 Basic Technician Certificate or equivalence and Pass a Qualifying test from the Institute***

### FORMAL EDUCATION

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

**PROFESSIONAL TRAINING/ OTHER TRAINING**

INSTITUTION / COLLEGE	COURSE TAKEN	FROM	TO

**PAST WORK EXPERIENCE, IF ANY**

NAME OF EMPLOYER	POSITION HELD	FROM	TO

**SPONSOR'S STATEMENT**

I \_\_\_\_\_ 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 \_\_\_\_\_

**Residential Address:**

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

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

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

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

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

PAYMENT PLAN	TICK
Full payment	
Half payment	

STUDENT STATUS	TICK
Day	
Hostel	

**MODE OF PAYMENT:**

**ALL PAYMENT MUST BE PAID THROUGH OUR BANK ACCOUNTS SHOWN BELOW:**

**(1) NJUWENI INSTITUTE  
NBC UBUNGO  
A/C No. 022103004290**

**(2) NJUWENI INSTITUTE  
CRDB KIBAHA  
A/C NO 01J1078710900**

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

**(4) NJUWENI INSTITUTE  
NMB KIBAHA  
A/C NO. 2121300005**

**FEES STRUCTURE**

No.	Name of course	Duration	Tuition Fee Per Year	
			<u>Day (Tshs)</u>	<u>Boarding (Tshs)</u>
1	<i>Technician Certificate in Hospitality Operations</i>	1 year	1,000,000.00	2,320,000.00
2	<i>Technician Certificate in Travel &amp; Tourism</i>	1 year	1,000,000.00	2,320,000.00
3	<i>Ordinary Diploma in Hospitality Management</i>	1 year	1,000,000.00	2,320,000.00
4	<i>Ordinary Diploma in Travel and Tourism Management</i>	1 year	1,000,000.00	2,320,000.00

**Note: There will be no exit at NTA level 5 in the above programs**

Boarding Charges includes **Tuition Fees, Accommodation and Meals.**

**Other Charges:**

- |                              |              |
|------------------------------|--------------|
| 1. Registration Form         | Tshs 10,000= |
| 2. NACTE Administration Cost | Tshs 30,000= |
| 3. Quality Assurance         | Tshs 15,000= |
| 4. Field Administration Cost | Tshs 30,000= |
| 5. Institute Tshirt          | Tshs 12,000= |
| 6. NHIF (BIMA YA AFYA)       | Tshs 50,400= |

**Note: Any payment made and receipted in respect of training costs shall be refunded with 80% deduction if student terminate his/her study.**

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

## **POINTS TO REMEMBER**

1. All students must bring a copy of **form 4 and form 6 certificates** or **Result Slips** and **3 passport size pictures**.
2. All students must bring a copy of **Birth Certificate**.
3. 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.
4. Hostel students must bring their own eating utensils e. g a tea cup and saucer, dinner plate, water glass, table spoon, meat knife and fork.
5. The institute provides the hostel students with bed, mattress and a pillow together with tea and bread in the morning lunch and dinner.
6. The costs quoted here in above are for the duration when the students are provided with theoretical training at the institute 9 months.
7. Field attachment costs should be met by the students or sponsors themselves and not the Institute.
8. No allowance or debate will be entertained by the institute should the trainee reported late for studies.
9. 60% of the training charges must be paid before commencement of training and the remaining balance beginning of second semester
10. Should any student or sponsor fail to comply with eight (9) above the student will neither be allowed to seat for examinations nor proceed for field training.
11. Students must bring their own stationers and class text books as per course requirement and **1. RIM PAPER OF A4SIZE**

## **CONTACTS**

### **The Principal**

**P.O.BOX 30133 MOBILE / 0713 -727566/0767 -666881/0713- 267014.**  
Email: [njuwenikh@yahoo.co](mailto:njuwenikh@yahoo.co). WEB SITE: [www.njuweni.ac.tz](http://www.njuweni.ac.tz)

**NJUWENI INSTITUTE OF HOTEL CATERING AND TOURISM MANAGEMENT.**

**COMPUTER TRAINING CENTRE**

P.O.BOX 30133, TEL: +255 713 727566/767 666881 and 0713 267 014

**KIBAHA COAST REGION**

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<b>NO</b>	<b>COURSE</b>	<b>PERIOD</b>	<b>AMOUNT</b>
01	Introduction to computer	2 Weeks	25,000.00
02	Microsoft word	2 Weeks	25,000.00
03	Microsoft excel	2 Weeks	25,000.00
04	Microsoft power point	2 Weeks	25,000.00
05	Microsoft access	2 Weeks	25,000.00
06	Page maker	2 Weeks	25,000.00
07	Publisher	2 Weeks	25,000.00
08	Internet	2 Weeks	35,000.00
<b>LANGUAGE</b>			
01	English (30,000/= per month)	3 Months	90,000/=
02	French (30,000/= per month)	3 Months	90,000/=