



TUMAINI UNIVERSITY MAKUMIRA

P.O. Box 55, Usa River
Tanzania, East Africa

DEPUTY VICE CHANCELLOR
ACADEMIC AFFAIRS' OFFICE

02nd October, 2017

Dear, MELINA MELKIORY KAYANDA

RE: ENROLMENT INTO THE BACHELOR OF EDUCATION PROGRAMME AT TUMA FOR ACADEMIC YEAR 2017/2018

Please refer to the above heading.

We are glad to inform you that your qualifications meet the requirements for enrolment into our University. Congratulations and welcome to TUMA!

There will be a **compulsory orientation** starting from Monday **30th October, 2017** for the new students. Please report on time as failure to do so will lead to being excluded from the list of prospective students. Classes for continuing students start on the **1st November, 2017**.

Tumaini University Makumira is near Usa River some 17 kms from Arusha town on the Arusha-Moshi highway. If you are coming by public transport, drop off at a bus stop known as *Transformer* or *Lango kuu la Chuo (Main gate)*. The University buildings are clearly visible from this point. Avoid late night arrivals as this might cause you some inconveniences.

You must come with both original AND copy of your academic certificates/transcripts. Please note that you will **not** be registered if you do not produce your **original** certificates and transcripts. Note also that producing copies other than the authentic ones is an offence that demands the involvement of the court of law. Consult a doctor and fill out the medical examination form available on the university website.

Payment of fees is a condition for registration. Only those who have paid a minimum of TZS 500,000 and TZS 50,400 for those who do not have a valid medical insurance will be registered. HESLB beneficiaries will be reimbursed according to their means tests. All education students must pay an annual fee of TZS 100,000 exclusively for all Teaching Practice (Field) expenses. Payment must be made through the University bank account (visit website for fees structure details). Please begin immediately to communicate with your sponsors so that by the time the University opens you will have sorted out all your financial matters.

Note also that **accommodation** on campus is **very limited**, and it will be provided on the basis of first come first served by payment of TZS 150,000 upon arrival. Students are strongly advised to make prior arrangements for accommodation in the University campus neighbourhood. Please do the needful and feel free to contact us in case of need.

Foreign students are advised to process their residential permits before registration time.

Your enrolment will be subject to signing a declaration to the effect that you will abide by the Students By-Laws and all conditions set by Tumaini University Makumira.

Again, welcome and God bless you!

Yours sincerely,

Prof. I.R. Mbise

Deputy Vice Chancellor Academic Affairs **ngelical Lutheran Church in Tanzania**

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