



SOKO MEMORIAL INSTITUTE OF HEALTH AND ALLIED SCIENCES
(SMIHAS)
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**JOINING INSTRUCTIONS FOR BASIC CERTIFICATE, AND ORDINARY DIPLOMA
IN CLINICAL MEDICINE AND PHARMACEUTICAL SCIENCES.**

JOINING INSTRUCTIONS NACTE REG/NACTVET/1176

The Management of SOKO MEMORIAL INSTITUTE OF HEALTH AND ALLIED SCIENCES congratulates you for being selected to join the Institute for studies of an Ordinary Diploma in Clinical Medicine and Pharmaceutical sciences.

Dear

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It is with great pleasure to inform you that, you have been selected and allowed to report on

.....

And qualified to pursue the course of.....

Which will start on URAMBO – TABORA.

COURSE OFFERED:

- 1. Ordinary Diploma in Clinical Medicine**
- 2. Ordinary Diploma in Pharmaceutical Sciences**

The academic year 2025/2026 will start on

Name of the course selected;

.....

ENTRY QUALIFICATIONS AND COURSE DURATION.

S/N	COURSE	ENTRY QUALIFICATION	DURATION	BASIC REQUIREMENTS
1	CLINICAL MEDICINE	Certificate of Secondary School Education Examination (CSEE) with FOUR passes (D and above) of non – religious subjects including Biology, Chemistry and Physics.	3 years	i. Institute uniforms (Two pairs and one clinical coat) Available at cost of 150,000/= ii. Student learning kit available at a cost of 150,000/= iii. Black leather shoes iv. Boxes of clean gloves for personal practical /clinical sessions.
2	PHARMACEUTICAL SCIENCES	Certificate of Secondary School Education Examination (CSEE) with FOUR passes (D and above) of non – religious subjects including Biology and Chemistry.	3 years	i. Institute uniforms (Two pairs and one clinical coat) Available at cost of 150,000/= ii. Tanzania Pharmaceutical Hand Book (One copy) available at a cost of 50,000/= iii. Scientific calculator iv. Black leather shoes (Not open shoes)

1. Confirmation

You should confirm your acceptance to join the college before..... By effecting payment of training fee to the College Bank Accounts and bring/send the bank pay in slip to the college so that your name will be registered in the confirmed student's list.

Note: Failure to confirm before or by the mentioned date by submitting the pay in slip to the Bursar/Accountant; another candidate will fill your position.

2. Reporting and Registration

2.1. You should report to the college on.....

2.2. You should report during working hours; that are from 8:00 am to 4:00 p.m. No. student will beat ended before or after office hours.

- 2.3. On arrival, you will be required to prove to the bursar/Accountant that you have paid the fees by showing the original pay in slip to the bursar. Failure to that you will not be accepted to join the Institute.
- 2.4. Read the whole instructions carefully. You will only be allowed to register for studies after fulfilling the requirements as indicated in all sections of the joining instructions.

3. Accommodation and Meals

- 3.1. Hostels are available for both Boys and Girls at cost of 200,000/= at each semester.
- 3.2. Those that will stay in our Hostel (i.e Boarding Scholars) will be required to have extra money for breakfast, lunch and supper which will be provided in the Institute Cafeteria or any other cafeteria around the Institute.
- 3.3. The Institute will not give any daily allowances to students; you have to discuss with your sponsor on additional money you will need for daily expenses.

4. Training Fee Applicable for the Academic Year 2025/2026

- 4.1. Should there be an unavoidable circumstance that would require revision of fees; they may be revised from time to time without prior notice.
- 4.2 Revised fee structure will be applicable to the new intake as well as for continuing students.
- 4.3 Fees are payable in full at the beginning of each year or into four installments as shown to the table below
- 4.4 No student will be allowed to carry forward part of the fee into the following installment, semester or academic year.
- 4.5 The training fee will not be refunded or exchanged to another student's bill after a student has been registered with the Institute.

TUTION FEE STRUCTURES

Successful applicants will be required to pay as follows:

A. TUITION FEE

S/N	ITEM	AMOUNT (TSH)	COURSE
1.	Tuition fee	2,000,000	Clinical medicine and pharmaceutical sciences

B. OTHER CHARGES

S/N	ITEM	DAY	HOSTEL	TIME
1.	NACTE quality Assurance and verification fee	35,000	35,000	Every year at the beginning of the first semester
2.	Local exam	200,000	200,000	Every year at the beginning of the first semester
3.	Medical (NHIF)	50,400	50,400	Every year at the beginning of the first semester
4.	Hostel fee		200,000	At the beginning of each semester

C. PAYMENT MODE IN INSTALLMENTS

FIRST SEMESTER	COURSE	AMOUNT		PERIOD
		DAY	HOSTEL	
1 st Instalment	Clinical & pharmacy	785,000	985,000	At the begin of the 1 st semester
2 nd Instalment	Clinical & pharmacy	500,000	500,000	Two months after begin of 1 st semester
Sub total		1,285,000	1485,000	

SECOND SEMESTER	COURSE	AMOUNT		PERIOD
		DAY	HOSTEL	
3 rd Instalment	Clinical & pharmacy	500,000	700,000	At the begin of the 2 nd semester
4 th Instalment	Clinical & pharmacy	500,000	500,000	Two months after begin of 2 nd semester
Sub total		1,000,000	1,200,000	

TOTAL	Clinical & pharmacy	2,285,000	2,685,000
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NB: selected students only for Clinical Medicine must come with the following equipment's:

- 1. Stethoscope**
- 2. BP machine**
- 3. Thermometer**

Other Direct Contributions Fee.

S/N	ITEM	1ST YEAR
1.	Institute uniforms (Two pairs and one clinical coat)	150,000
2.	Student learning kit Clinical Medicine	150,000
3.	Pharmaceutical Hand Book (One copy)	50,000
4.	Caution money	30,000
5.	Institute T-shirt (1 t-shirt)	15,000
6.	Identity card (ID)	10,000
7.	Students' union	10,000
8.	Logbook/procedure book	25,000
9.	Ministry of Health Exam fees	150,000
	TOTAL	

❖ All payments should be deposited direct to the bank account, namely:

1. CRDB - Soko Santa Maria Academy Ltd Account no. 0150431053300

5. Additional Institute Requirements.

6.1 Original Certificates

You should bring the original form IV certificates or result slip from National Examination Council of Tanzania or any other certificate relevant for this course from recognized institution.

6.2 Uniforms.

- Institute uniforms are included in student's direct costs. They will be provided after registration.
- Female student should come with black shoes and white socks
- Male student should come with 2pairs of Black or dark-tan shoes, white socks and two white short sleeved shirts.
- Sandals and other types of shoes are not allowed to be worming any of the Institute building, except in the students' hostel

6.3 Medical Examination.

You should do medical examination and bring a certified copy from a registered medical practitioner practicing in a registered hospital showing that you are medically fit to pursue a 3 years course. Use the form attached with this joining instruction.

Do not cheat; if the Institute proves that you have cheated in filling the medical examination forms, you will be discontinued even after registration.

6.4 Others:

- Exercise books, pen, pencil, scientific calculator, ruler etc
- Umbrella
- Blanket, 4bed sheets, towel, pillow with their cover and mosquito net

7. Regulations.

You will be required to abide to the regulations and by-laws of the college without exception during your whole period of study.

8. Registration.

You will not be registered by the Institute if you fail to fulfill any of the above-mentioned requirements. The Institute is Located at Urambo District in Tabora region. 10km from Urambo town along the road to Kigoma.

**WELLCOME TO SOKO MEMORIAL INSTITUTE OF HEALTH AND
ALLIED SCIENCES (SMIHAS).**