



THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WATER



WATER INSTITUTE

Ref No: WI/ADM.O/2021/22/BWRE 1

Date: 24th August 2021

TO:

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RE: OFFER OF ADMISSION INTO BACHELOR DEGREE IN WATER RESOURCES AND IRRIGATION ENGINEERING PROGRAMME 2021/22 INTAKE

I am pleased to inform you that you have been offered a place at Water Institute (WI) to pursue Bachelor's Degree in Water Resources and Irrigation Engineering Programme. This is a three/four years programme as approved by TCU depending on entry requirements.

Fees for the programme are **1,650,000 Tsh** per year. You are expected to pay the fee by Monday 08th November 2021 either in full / at once at the beginning of the first semester or in two installments; the first at the beginning of the first semester (**990,000 Tsh**) and the rest at the beginning of the second semester as displayed in the attached joining instruction document.

The orientation and registration week for 2021/2022 new students will start on the 25th October, 2021. You are expected to be at the Institute by the 25th October, 2021 (not earlier). First semester studies will begin on 01st November, 2021.

You are required to complete all registration process within the time stated above; failure to do that will consequently lead to your place being given to another applicant. This offer is valid for 2021/22 intake only. For the purpose of registration exercise, you must bring the following:

1. Original and certified photocopies of the certificates of the secondary school education, advanced certificate of secondary school education and certificate/diploma.
2. Three up-to dates colored passport size photograph bearing your name and course of study at the back.
3. WI receipt of payment with a minimum of **990,000 Tsh.** of tuition fee.
4. Original and certified photocopy of birth certificate.

All payment should be made through WI Account NMB after obtaining payment control number, please note that this offer is conditional upon you fulfilling all the registration requirements on time.

Dr. Adam O. Karia

Rector

Attachment: WI – Bachelor Degree - Admission - Joining instructions FY 2021 / 2022

P. O. Box 35059 Dar es salaam, Tanzania, University Road

Tel. +255 22 241 0040, Fax: +255 22 241 0404, E-mail: rector@waterinstitute.ac.tz, Website: water.institute.ac.tz

WI – BACHELOR DEGREE - ADMISSION - JOINING INSTRUCTIONS FY 2021

/2022

1. ACCOMMODATION:

The institute has very limited accommodation available for few Ordinary diploma students. For bachelor degree you are advised to find your own accommodation.

2. TUITION FEES

As a privately-sponsored student, you will be required to pay an annual fee of **1,650,000** (One million five hundred fifty thousand only) which will be used to cover study expenses. At least **TZS 990,000** has to be paid at the beginning of the first semester.

The rest has to be paid at the beginning of the second semester. For those who can afford can pay the whole amount at the beginning of the first semester.

3. DRESSING

The Institute does not have a standard (uniform) dress, but students are expected to dress respectably at all times when they are at the Institute and when going out under the name of the Institute in other formal academic activities such as study tours, industrial/field practical training attachment, etc.

4. TRAVELLING COSTS

You will be paying for your travelling costs when coming to the Institute and during your vacations.

5. MEDICAL COSTS

The Institute has a dispensary that provides medical consultancies and treatment of common diseases. Students have to pay partially for medical services provided by this dispensary. Every student is required to pay **TZS 10,000** (ten thousand) at the beginning of the first semester and the same amount at the beginning of the second semester which is contribution toward cost of medical care. The money is **not refundable**. Any medical cases that cannot be attended by the Institute dispensary are referred to competent Government Hospitals in the City of Dares Salaam. The students who do not possess Medical insurance **MUST** pay **TZS.50,400/=** (fifty thousand four hundred shillings that is included in fees) for health insurance at the beginning of the academic year, that payment shall be made after receiving the control number from NHIF.

NOTE: NHIF payment shall be paid directly after receiving control number

6. STUDY MATERIALS

Each student has to bear the costs of stationery materials; scientific calculator; laboratory, workshop or field studies clothing and footwear, etc.

7. LIBRARY FEES

Students have to pay an annual library fee of **TZS 10,000** (Ten thousand) for Library membership. Membership to the institute library is mandatory.

8. CAUTION MONEY

This applies to new students only. Each student shall be required to deposit **TZS 40,000** (forty thousand) as a collateral security that shall be used to recover lost or damaged Institute property. This amount shall be reimbursed at the end of the course if the student committed no loss or damage.

9. IDENTITY CARD

This applies to all new students. Each student shall be required to bring three recent passport size colour photographs, and to pay **TZS 15,000** (fifteen thousand) for the production of the student's identity card. One of the photos shall be used in the ID card, and the rest shall be for other official uses.

10. STUDENTS' UNION MEMBERSHIP FEES

There is a students' union known as "**Water Institute Students' Organization**" (WISO). Your registration as a student of this Institute entitles you to automatic membership to this student's union. You shall, therefore, be obliged to contribute to this organization by paying a non-refundable membership fee of **TZS 5,000** (five thousand only) at the beginning of the first semester FY 2019/20 which is valid until completion of NTA 8 studies and annual contribution of **TZS 15,000** (fifteen thousand only) at the beginning of first semester in every year of study as annual contribution to WISO. Annual contributions will continue in NTA 7 and NTA 8 studies.

Note: - This payment shall be made through: National Microfinance Bank (NMB) Account Name: WADEMISO PROJECT FUND Account Number: 22502300007

11. REPORTING

The orientation and registration week for 2020/2021 new students will start on the 25th October, 2021. First semester studies will begin on 01st November, 2021. You will not be accepted at the Institute if you report later than 08th December 2021. Your place will be given to someone else on the waiting list. If, for any reason, you decide or you are obliged by circumstances to postpone your registration to the subsequent year, put it clearly in writing at least one week before first semester studies begin and after paying.

12. SUMMARY OF COSTS TO BE MET BY EACH STUDENT

A.MONEY TO BE PAID TO THE INSTITUTE

S/N	Description	TanzanianStudent(TZS)			ForeignStudent (USD)	
		FIRST SEMESTER				
		1 st Year	2 th Year	3 rd &4 th Year	1 st Year	2 nd ,3 rd &4 th Year
1	Registration Fee	20,000	-	-	25	-
2	TuitionFee	810,000	810,000	525,000	1,570	1,570
3	Quality Assurance Fee	20,000	20,000	20,000	20	20
4	MedicalCapitation (non-refundable)	10,000	10,000	10,000	20	20
5	LibraryMembershipFee	10,000	10,000	10,000	10	10
6	Examinationfee	60,000	60,000	60,000	120	120
7	CautionMoney	40,000	-	-	40	-
8	Student's IdentityCard	15,000	-	-	10	-
9	Prospectus	5,000	-	-	10	-
	Sub-Total	990,000	910,000	625,000	1,925	1,740
		SECONDDSEMESTER				
10	Tuition Fee	540,000	540,000	525,000	-	-
11	MedicalCapitation (Non- Refundable)	10,000	10,000	10,000	-	-
12	Certification	50,000	-	-	100	-
13	Examination Fee	60,000	60,000	60,000	-	-
	Sub-Total	660,000	610,000	595,000	-	-
	Grand-Total	1,670,000	1,520,000	1,235,000	2,025	1,740

All students who do not possess healthy insurance card MUST pay **50,400/=** for Health insurance at the beginning of the year.

NB. Payments of fees and other financial dues to the Institute must be through Control Number. You must submit original pay-in slip of the Bank (duly signed, stamped and dated) as evidence that you have paid fees and other financial dues to the Institute through **the Bank**. Whichever Bank you use to deposit the money, payment should be in favor of Account Name: Water Institute NMB. You can pay the annual fees and other financial dues at once at the beginning of the first semester or in two installments, the first at the beginning of the first semester, and the last at beginning of the second semester the as described in the joining instructions. **You will not be accepted if you do not submit the pay-in slip on the date you arrive at the Institute.**

13. PAYMENT PROCEDURES FOR ACADEMIC YEAR 2021/2022

STEP 1:

1. Connect your device with Internet (Smart Phone or Laptop)
2. In address bar type <https://sims.waterinstitute.ac.tz>

STEP 2: LOGIN TO YOUR SIMS ACCOUNT

FOR NEW COMER

Use your form IV index number as your **username** and SURNAME in capital as **password** for the first time. Change password once you logged in to the system

STEP 3:

After successfully logged in, Click Payment Menu in the left side then click Create Invoice

After Click Create Payment, Click Fee Structure then fill in the form to preview Invoice and select all options item required.

Click Preview Invoice button to load invoice and select options

After click Create Invoice button, System will generate Invoice number which will be used in Payment

You must submit original pay-in slip of the Bank/service provider as evidence that you have paid fees and other financial dues to the Institute.

You can pay the annual fees and other financial dues at once at the beginning of the first semester or in two installments', the first at the beginning of the first semester, and the last at beginning of the second semester the as described in the joining instructions.

You will not be accepted if you do not submit the evidence of payments on the date you arrive at the Institute

YOU ARE MOSTLY WELCOME!

THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF WATER
INSTITUTE



Ref no: WI/ADM/2021/2022/BWRIE 1

Date: 24th August 2021

TO: Medical Officer In-Charge

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Hospital P.O Box
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SUB: Medical Examination Report In Respect Of Prospective Students About To Join Bachelor Degree in Water Resources and Irrigation engineering course in Year 2021/2022.

Please provide us the assistance of carrying out medical examination on Mr. / Mrs. / Miss*

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and report to us the results of the examination using the attached form. The examination report is important to us as it provides us with medical criteria for accepting him/ her if s/he is medically fit, or rejecting him/ her if s/he has a serious medical condition which will prevent him/ her from gainful participation in learning activities and undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training, or accepting him/ her with the full knowledge that s/he has a medical condition which is not very serious but which requires close monitoring. She/he has been selected for admission to the four-year Bachelor Degree in Water Resources and Irrigation.

We thank you for the expected cooperation.

Dr. Adam O. Karia

RECTOR

Attachments:-

WI – OD - Admission – Medical Examination Report

P. O. Box 35059 Dar es salaam, Tanzania, University Road

Tel. +255 22 241 0040, Fax: +255 22 241 0404, E-mail: rector@waterinstitute.ac.tz, Website: water.institute.ac.tz

WI – OD - Admission – Medical Examination Report

Admission of students to Bachelor Degree Courses at Water Institute is conditional upon receipt of a satisfactory medical report from a Medical Practitioner. The Medical Officer is requested to fill in a detailed diagnostic medical report of the candidate as required in the form. The form should then be posted back to the Institute early enough so that it is received at least two weeks before the student reports to the Institute*. Orientation and registration shall be done from 25th October 2021 to 01st November 2021. Studies for semester one will begin on 01st November 2021.

The last date for registration for semester 1 studies is 08th November, 2021. The address to be used is:

The Rector

Water Institute

P. O. Box 35059

DAR ES SALAAM

**The dully filled and signed form should preferably be posted, but if that is inconvenient, it can be given to the candidate who will bring it to the Institute. In both cases it must be sealed in double envelopes. The inner envelope should be marked "Attention to the rector, Water Institute – Medical Report"*

A. Candidate's Particulars:

- SURNAME:
- OTHER NAMES:
- AGE:years
- Height:cm
- Weight:kg

B. General examination

Has the candidate ever suffered, or is s/he suffering from any of the following medical conditions? (*Delete Whichever Is*

Inapplicable)

Tuberculosis.....Yes / No

Epilepsy..... Yes / No

Anaemia.....Yes / No

Leprosy..... Yes / No

Peptic Ulcers.....Yes / No

Bronchial asthma..... Yes / No

Hypertension.....Yes / No

Dysmenorrhea.....Yes / No

Diabetes Mellitus.....Yes / No

Psychosis.....Yes / No

Sickle cells..... Yes / No

Under this sub-section, does the candidate have any serious medical condition which will prevent him/her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes /No). If yes, please explain

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C. Skin examination

Condition of the skin: any disease or abnormality? (Yes / No), If Yes, please explain

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes / No). If yes, please explain

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D. Head examination

o Condition of ears: any disease or abnormality? (Yes / No), If Yes, please explain

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o Condition of mouth and throat: any disease or abnormality? (Yes/ No), If Yes, please explain

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o Condition of the nose: any disease or abnormality? (Yes / No), If Yes, please explain

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o Condition of the eyes including refractive capability: any disease or abnormality? (Yes / No), If Yes, please explain

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether

s/he has attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes /No). If yes, please explain

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E. Thorax examination

o Condition of the trachea: any disease or abnormality? (Yes / No), If Yes, please explain

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Condition of lungs: any disease or abnormality? (Yes / No), If Yes, please specify

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes /No). If yes, please explain

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F. Cardiovascular system examination

o Condition of the heart and blood circulation system (cardiovascular system - blood pressure, heart beats, arteries, veins, haemoglobin concentration, blood group, etc): any disease or abnormality? (Yes / No), If Yes, please explain

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes/No). If yes, please explain

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G. Abdomen examination

Has the candidate ever suffered, or is s/he suffering from any of the stated medical conditions or are any of the stated organs affected by a disease or are abnormal in any way?

- Hernia: (Yes / No)
- Hydrocele: (Yes / No) Masses: (Yes / No)
- Liver: (Yes / No), If yes please explain

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- Spleen: (Yes/ No), If yes please explain

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- Kidney: (Yes/ No), If yes please explain

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- Rectum: (Yes/ No), If yes please explain

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- Hyperacidity or gastric - duodenal ulcer: (Yes / No), If yes please explain

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has

attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes /No). If yes, please explain

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H. Laboratory Examination

Please give results for the following laboratory examinations

o Urine:

- Albumen
- Sugar
- Leukocytes
- Bilharziasis
- Stool (emphasis on Hookworms)

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o Blood examination:

- Haemoglobin
- Differential count: Total WBC.....
- Neutrophils.....
- Eosinophils.....
- Basophils.....
- Monocytes.....
- ESR
- HIV/AIDS.....

Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training or which is contagious and therefore a danger to other people at the Institute? (Yes/No). If yes, please explain

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I. Disability examination

Does the candidate have any physical or mental disability? (Yes / No). If yes please explain

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training? (Yes / No). If yes, please explain

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J. Chronic diseases

Does the candidate have any chronic disease or ailment? (Yes / No). If yes please explain

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Under this sub-section, does the candidate have any serious medical condition which will prevent him/ her from gainful participation in learning activities or undertaking assessment activities for determining whether s/he has attained or not the learning objectives specified for the training? (Yes / No). If yes, please explain

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K. CONCLUSION

I confirm that I have examined Mr/Mrs/Miss

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From my findings, and basing on my professional expertise, I declare that (delete whichever is inappropriate):

- She/he is medically fit so s/he should be admitted for studies at Water Institute.
- She/he is medically unfit, so s/he should not be admitted for studies at Water Institute.

She/he has a recurring ailment of

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which is not contagious and does not prevent him/ her from gainful participation in studies but will require him/ her to be treated frequently while s/he is continuing with studies, so s/he can be admitted to studies at Water Institute.

Name:.....

Title:.....

Qualifications:.....

Signature:.....

Date.....

Official Stamp.....

NOTE: This report is binding and the Institute will not accept any claim of chronic medical problem, which is not indicated in this form.