

**Ministry of Community Development, Gender and Children**



**Community Development Technical Training Institute  
(CDTTI) Missungwi**

# **APPLICATION FORM**

**For**

**Admission to Certificate/Diploma Programme in Community  
Development Technical (Building and Civil Engineering)  
For Academic Year 2014/2015**

## MISUNGWI –CDTTI, Application for the 2014/2015 Academic year

	MISUNGWI COMMUNITY DEVELOPMENT TECHNICAL TRAINING INSTITUTE P.O.Box 2799, Tel: 0732980775 - MWANZA	Attach Applicant's recent passport size photo with full name behind
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### APPLICATION FORM FOR ADMISSION TO CERTIFICATE AND DIPLOMA PROGRAMS IN COMMUNITY DEVELOPMENT (Building and Civil Engineering) 2014/2015 ACADEMIC YEAR

#### 1.0 INSTRUCTIONS TO APPLICANTS:

##### 1.1 Completion of the form:

Read this application form carefully before filling it. Forms are to be completed in two copies using **BLOCK LETTERS** and be returned to the Institute through, **"The Academic Officer; Misungwi-CDTTI, P. O. Box 2799, MWANZA-TANZANIA"**

##### 1.2 Entry Requirements:

Candidates wishing to be enrolled at MISUNGWI-CDTTI to pursue either A **CERTIFICATE** or An **ORDINARY DIPLOMA** in Community development(Building and Civil Engineering) programme have to fulfill the general minimum entrance requirements specific to each academic program as stipulated here-under:-

##### 1.2.1 Minimum Entry Qualifications for Ordinary Diploma (NTA LEVEL 5-6) Program:

Must be a holder of a good Certificate of Secondary Education Examination (CSE) with a combined minimum pass of **"C"** and **"D"** grades in the following subjects; **Physics/Engineering Science, Mathematics and Chemistry**. A good General Certificate in Engineering (GCE) may also be considered. **AND** Should also be a holder of a post secondary school Certificate of not less than **PASS** class obtained from a college or institute which is fully registered by NACTE or other recognized bodies. **OR** Should have at least One principal and One Subsidiary passes (1.5 points) in appropriate subjects in the A.C.S.E.E. or equivalent in **Physics, Mathematics and Chemistry** based on the following grade to point conversion scale: A = 5; B = 4; C = 3; D = 2; E = 1; S = 0.5 and F = 0 point. (Note: **Principal** level passes in Divinity/Islamic Knowledge are not counted)

##### 1.2.2 Minimum Entry Qualifications for Certificate (NTA LEVEL4-5) Program:

Must be a holder of a good Certificate of Secondary Education Examination (CSE) with a combined minimum pass of **"C"** and **"D"** grades in the following subjects; **Physics/Engineering Science, Mathematics and Chemistry**.

##### 1.3 Documents to be enclosed with:

Complete filled in two application forms; certified copies of your post secondary school certificate(s) and certificate(s) for Secondary school education both form IV and form VI; certified copies of your academic transcripts; A certified copy of your birth certificate; two recent passport photos; an original pay in slip of a non-refundable application fee of TSH. 15,000/-.

##### 1.4 Dates of submission and Bank account:

The deadline for receiving applications is **30<sup>th</sup> May, 2014** for both Certificate and Ordinary Diploma Applicants Application fee should be paid through Account number 3131100002-NMB, MISUNGWI BRANCH.

##### 1.5 Contact address for inquires:

Admission Officer, Misungwi-CDTTI Tel: 0732 980775; Mob: 0768696194 Email [bshagihilu@yahoo.com](mailto:bshagihilu@yahoo.com)

**2.0 APPLICANT'S PERSONAL RECORD:**

- 1.1 Surname: ..... Other names: .....
- 1.2 Date of Birth: ..... Place of Birth: .....
- 1.3 Sex: Male { } Female { } Nationality: .....
- 1.4 Postal Address: .....
- 1.5 Email Address: ..... Tel. no.....

**3.0 PROPOSED COURSE OF STUDY (Please tick the Appropriate Course): 3.1**

<b>TECHNICIAN CERTIFICATE (NTA Level 4-5) IN COMMUNITY DEVELOPMENT (Building and Civil Engineering)</b>	
<b>3.2 ORDINARY DIPLOMA (NTA Level 5-6) IN COMMUNITY DEVELOPMENT (Building and Civil Engineering)</b>	

**4.0 ACADEMIC QUALIFICATIONS:**

<b>4.1 Secondary School Qualifications</b>			
<b>Certificate of Secondary Education</b>		<b>Advanced Certificate of Secondary Education</b>	
School name:		School name:	
Index number:		Index number:	
Year of graduation:		Year of graduation:	
Division:		Division:	
<b>Subject passed "O" – Level</b>		<b>Subject passed "A" – Level</b>	
<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>
<b>4.2 Post Secondary School Qualifications</b>			
Course Description:		Year of graduation:	
Institute /College name:		Index number:	
<b>Relevant subjects passed</b>			
<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>

**5.0 DECLARATION BY THE CANDIDATE:**

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I ..... hereby certify that the information in this application form is accurate and complete. Signature of Applicant ..... Date .....

**6.0 FOR OFFICIAL USE ONLY:**

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*Date of receipt:* .....*Reference number:* .....

**MINISTRY OF COMMUNITY DEVELOPMENT, GENDER AND CHILDREN**

**COST-SHARING FEE STRUCTURE FOR CERTIFICATE COURSE IN COMMUNITY DEVELOPMENT TECHNICAL 2014/2015**

	REGISTRATION	BOARDING & LODGING	INSTITUTE MEALS	FIELD ALLOWANCE	TUITION	CAUTION MONEY	HEALTH	STUDENT IDENTITY CARD	BOOKS AND STATIONERY	STUDENT ORGANIZATION	SPORTS AND GAMES	EXAM FEE	NACTE FEE	TOTAL
<b>NTA 4</b>	10,000/-	150,000/-	450,000/-	60,000/-	5,000/-	10,000/-	20,000/-	5,000/-	40,000/-	5,000/-	10,000/-	30,000/-	15,000/=	800,000/-
<b>NTA 5</b>	10,000/-	150,000/-	450,000/-	60,000/-	5,000/-	10,000/-	20,000/-	5,000/-	40,000/=	5,000/=	10,000/-	30,000/-	15,000/=	800,000/-

- NB:**
1. **Malipo yanaweza kulipwa mara moja au nusu yake mwanzoni mwa Semester.**
  2. **Malipo yalipwe kupitia Bank Account ya Chuo husika na kuwasilisha risiti Chuoni.**
  3. **Malipo yakishalipwa hayatarudishwa.**
  4. **Kiwango cha ada kilichooneshwa hapo juu kinatarajia kubadilika wakati wowote katika mwaka wa masomo.**

**MINISTRY OF COMMUNITY DEVELOPMENT, GENDER AND CHILDREN**

**FEE STRUCTURE FOR DIPLOMA COURSE IN COMMUNITY DEVELOPMENT TECHNICAL 2014/2015**

	REGISTRATION	BOARDING & LODGING	INSTITUTE MEALS	FIELD ALLOWANCE	TUITION	CAUTION MONEY	HEALTH	STUDENT IDENTITY CARD	BOOKS AND STATIONERY	STUDENT ORGANIZATION	SPORTS AND GAMES	EXAM FEE	NACTE FEE	TOTAL
<b>1<sup>st</sup> Year</b>	10,000/-	150,000/-	450,000/-	210,000/- Directly payable to student	5,000/-	10,000/-	20,000/-	5,000/-	100,000/-	5,000/-	10,000/-	75,000/-	15,000/=	1,065,000/-
<b>2<sup>nd</sup> Year</b>	-	150,000/-	450,000/-	-	5,000/-	10,000/-	20,000/-	-	100,000/-	5,000/-	10,000/-	75,000/-	15,000/=	840,000/-

- NB:**
- 1. Malipo yanaweza kulipwa mara moja au nusu yake mwanzoni mwa Semester.**
  - 2. Malipo yalipwe kupitia Bank Account ya Chuo husika na kuwasilisha risiti Chuoni**
  - 3. Malipo yakishalipwa hayatarudishwa.**
  - 4. Kiwango cha ada kilichooneshwa hapo juu kinatarajia kubadilika wakati wowote katika mwaka wa masomo.**