



**THE UNITED REPUBLIC OF TANZANIA**

MINISTRY OF NATURAL RESOURCES AND TOURISM  
BEEKEEPING TRAINING INSTITUTE- TABORA



**P.O.BOX 62, TABORA, TANZANIA**

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Ref. No. B/TRA/1/VOL. III/

.../09/2017

Mr./Miss/Mrs....

**Dear Candidate,**

**RE: STUDENT'S JOINING INSTRUCTIONS  
(HOSTEL SCHOLAR)**

1. I am pleased to inform you that, you have been selected to join Beekeeping Training Institute-Tabora to pursue a two years Certificate/Diploma Course in Beekeeping starting in Academic year **2017/2018**.
2. You are required to report at the Institute from **25<sup>th</sup> Sept, 2017** and not later than **8<sup>th</sup> October, 2017**, otherwise your admission will be subject to cancellation. Detailed instructions will be issued to you on your arrival at the Institute.
3. The Institute is located about 4 kilometers South-East of Tabora Municipality, along Airport Road. There are regular local public transports from town to the Institute.
4. This joining instruction should be treated as an Admission letter and should be produced to the Institute's authority upon your arrival.
5. All Payment indicated in table 1 & 2 should be made through bank.  
Account Name; **The Principal Beekeeping Training Institute**  
Account number; **51001100012**.  
Bank Name; **NMB**.

**NB: Please come with Bank deposit slip during registration otherwise you will not be registered**

## 6. Fee Structure

### 6.1 Table 1: Summary of Fee for Certificate and Diploma Courses

SN	ITEM	LOCAL STUDENT TZS	FOREIGN STUDENT US\$
1	Certificate Course First Year.	805,000 per year.	2,100 per year.
2	Diploma Course First Year.	805,000 per year.	2,100 per year.
3	Certificate Course Second Year.	775,000 per year.	2,080 per year.
4	Diploma Course Second Year.	775,000 per year.	2,080 per year.

**NB:** These costs in Table 1 may change any time without notice, depending on fluctuations of prices of goods and services.

### 6.2 Terms of Payment

Course fee should be paid under the following arrangements:-

Students may pay their training fees fully or in two installments as follows:

- i. At the beginning of the academic year (first semester) in August not less than 50% of the total fees.
- ii. At the beginning of the second semester (in January), the last 50% installment.

## 7. Contribution and Other Charges

Total amount of money indicated on the Table below should be paid fully

S/N	Item	Year One (Tshs)	Year Two (Tshs)
1	Institute T- shirt	25,000.00	-
2	Student Identity Card	10,000.00	-
	<b>Total</b>	<b>35,000.00</b>	<b>-</b>

## 8. Protective clothing

All students are required to purchase protective clothing which are available at the Institute at the cost of TZS 160,000/=

## 9. Other financial responsibilities:

All students are required to ensure that they make adequate arrangements to sustain themselves financially for meals, accommodation and other requirements. The Institute has no provision to support students with pocket money.

**10. Accommodation:**

You have been offered accommodation at the Institute Hostel and you will be provided a room, bed and mattress after you have been paid TZS 135,000/= as accommodation fee for one semester. You are required to come with pillow and pillow case, bed sheets, a blanket and towel, 3'x 6' rectangular mosquito net and a plastic bucket.

**11. Other Students' requirements**

**You're required to come with the following:**

- (i) Two colored passport size
- (ii) Stationeries
- (iii) Scientific Calculator

**12. Discipline:**

Every student is expected to be exemplary in good behavior and maintain self respect in accordance with the rules and regulations of the Institute. Institute's Rules, Guidelines and Regulations shall be handed over to you upon your arrival.

**13. Registration document**

During registration each student **must** bring his/her **original** documents

- Academic Certificate(s)
- Valid academic result Slip/Transcripts
- Bank deposit slip
- Filled medical examination report form

Applicant will be required to fill up personal data form at the time of registration.

**14. Transport**

Transport costs to and from the Institute for students during vacations shall be met by respective students.

**15. Confirmation Note**

You are required to confirm your acceptance of the offer through Email [info@bti.ac.tz](mailto:info@bti.ac.tz) and mobile number **0755578057/0713951710** once you receive this admission letter.

Lastly, may I kindly wish you a happy and safe journey to Beekeeping Training Institute, Tabora.

**Daniel C. Pancras**  
**For: PRINCIPAL**

**MINISTRY OF NATURAL RESOURCES AND TOURISM  
BEEKEEPING TRAINING INSTITUTE  
P.O BOX 62, TABORA  
MEDICAL EXAMINATION REPORT FORM/ CERTIFICATE FOR GENERAL  
PURPOSE INVESTIGATION**



NAME OF STUDENT .....

SEX ..... AGE ..... WARD .....

**PERSONAL HISTORY**

I as the examined suffered from the following. If YES indicate date and diagnosis. If not please write NO in appropriate space.

1. Tuberculosis .....
2. Nervous breakdown .....
3. Psychiatric disorder .....
4. Skin diseases .....
5. Jaundice .....

**PHYSICAL EXAMINATION**

1. Skin disease .....
2. Please state conditions for ear (if any discharge) .....  
Mouth & throat .....  
Nose .....
3. Respiratory system .....  
Any abnormality .....

**LABOLATORY TEST**

1. Urinalysis .....
2. Blood Examination
  - (i) Differential
    - (a) Neutrophil ..... (b) Eosinophil .....
    - (c) Basophilic..... (d) Lymphocytes .....
    - (e) Monocytes ..... (f) Any parasite round indicate .....

- (ii) ESR .....
- (iii) Serological tests:
  - (a) WidalTest (for Typhoid) .....
  - (b) VDRL Test (for Typhoid) .....
- 3. Stool analysis  
Special emphasis on – Helminths, Bacteria .....
- 4. Other Investigation (If Necessary)
  - (i) Chest X – ray .....
  - (ii) Ultra sound .....
  - (iii) Biochemichal Lab Tests .....

**DOCTORS' RECOMMENDATION(S)**

I have examined Mr/Miss/Mrs .....

and I recommend the following

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**HOSPITAL DIRECTOR**

.....

**OFFICIAL STAMP**

**FEE STRUCTURE FOR BEEKEEPING TRAINING INSTITUTE TABORA AS FROM JULY, 2016**

**A. Fee for Tanzanian students payable to the Principal**

SN	ITEM	DIPLOMA (Tsh)		CERTIFICATE (Tsh)	
		Year I	Year II	Year I	Year II
1	Tuition Fee	670,000	670,000	670,000	670,000
2	Examination	25,000	25,000	25,000	25,000
3	Registration.	10,000	-	10,000	-
4	Students Government	15,000	-	15,000	-
5	Caution Money	10,000	-	10,000	-
6	Medical fee	50,000	50,000	50,000	50,000
7	Contribution to sports	10,000	-	10,000	-
8	NACTE fee	15,000	15,000	15,000	15,000
9	Graduation	-	15,000	-	15,000
	<b>TOTAL</b>	<b>805,000</b>	<b>775,000</b>	<b>805,000</b>	<b>775,000</b>

**B. Recommended minimum allowances payable to Tanzanian students**

SN	ITEM	DIPLOMA (Tsh)		CERTIFICATE (Tsh)	
		Year I	Year II	Year I	Year II
1	Books and stationary	100,000	100,000	100,000	100,000
2	Meals	1,350,000	1,350,000	1,350,000	1,350,000
3	Accommodation	270,000	270,000	270,000	270,000
4	Field working gears	160,000	-	160,000	-
5	Special project	-	80,000	-	-
6	Field attachment	-	280,000	-	280,000
	<b>TOTAL</b>	<b>1,880,000</b>	<b>2,080,000</b>	<b>1,880,000</b>	<b>2,000,000</b>

**C. Fee for Non - Tanzanian students payable to the Principal**

SN	ITEM	DIPLOMA (US \$)		CERTIFICATE (US \$)	
		Year I	Year II	Year I	Year II
1	Tuition Fee	2,000.00	2,000.00	2,000.00	2,000.00
2	Registration.	10.00	-	10.00	-
3	Students Government	10.00	-	10.00	-
4	Caution Money	10.00	-	10.00	-
5	Medical fee	50.00	50.00	50.00	50.00
6	Library	10.00	10.00	10.00	10.00
7	Contribution to sports	10.00	-	10.00	-
8	Graduation	-	20.00	-	20.00
	<b>TOTAL</b>	<b>2,100.00</b>	<b>2,080.00</b>	<b>2,100.00</b>	<b>2,080.00</b>

**D. Recommended minimum allowances payable to Foreign Students by Sponsor**

SN	ITEM	DIPLOMA (US \$)		CERTIFICATE (US \$)	
		Year I	Year II	Year I	Year II
1	Living (out of pocket allowance)	1,000.00	1,000.00	1,000.00	1,000.00
2	Stationary	120.00	120.00	120.00	120.00
3	Field working gears	300.00	-	300.00	-
4	Special project	-	300.00	-	300.00
5	Field attachment	-	300.00	-	300.00
	<b>TOTAL</b>	<b>1,420.00</b>	<b>1,720.00</b>	<b>1,420.00</b>	<b>1,720.00</b>