



THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF NATURAL RESOURCES AND
TOURISM
BEEKEEPING TRAINING INSTITUTE - TABORA



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Dear Student:

RE: JOINING INSTRUCTIONS AND INFORMATION FOR FRESHERS

1. *Congratulations to all newcomers! Welcome* to the Beekeeping Training Institute, 2025/26 intake,
2. I am pleased to inform you that, you have been selected to pursue a two-year Course in Beekeeping starting in the Academic year **2025/26**.
3. You are required to report at the Institute on **13th October 2025** and not later than **27th October 2025**, otherwise your admission will be subject to cancellation. Detailed instructions will be issued to you on your arrival at the Institute. For continuing students, the opening date will be **20st October 2025**.
4. You are encouraged to report to the institute on the prescribed date to get a health insurance card, identity card, field working gear and attend various seminars in the orientation week.
5. Be informed that registration hours will be **08:00 AM to 4:00 PM** for **14 days** from **13th October 2025**
6. 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.
7. This joining instruction should be treated as an Admission Letter and it should be produced to the Institute's authority upon your arrival.

8. You shall fill up personal details in the registration form at the time of registration therefore, you must come with the following original documents for registration:
 - i. Cash deposit slip
 - ii. Academic Certificate(s)
 - iii. Valid academic result Slip/Transcripts
 - iv. Dully filled medical examination report form by a recognized Doctor from a Government Hospital.
 - v. Birth certificate
9. Every student is expected to be exemplary in good behavior and maintain self-respect by the rules and regulations of the Institute. The institute's Rules, Guidelines, and Regulations shall be provided to you after registration.
10. Non-hostel students are advised to do exhaustively arrangement of their accommodation before the commencement of the Training timetable.
11. All hostel students are required to fill in the room Rental Agreement. After registration, the Institute's Rules, Guidelines, and Regulations shall be provided to you before paying for accommodation.
12. **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.**
13. **Direct Institute Costs (Payable to the Institute)**

| S/N | ITEM | NTA Level 4 | NTA Level 5 | NTA Level 6 |
|--------------|------------------------|------------------|------------------|------------------|
| 1 | Tuition Fee | 915,000 | 1,025,000 | 1,125,000 |
| 2 | Examination fee | 25,000 | 25,000 | 25,000 |
| 3 | Research Project | - | - | 150,000 |
| 4 | Registration | 15,000 | - | 15,000 |
| 5 | Students' government | 20,000 | 20,000 | 20,000 |
| 6 | Caution money | 10,000 | - | 10,000 |
| 7 | Medical Fee | 61,000 | 61,000 | 61,000 |
| 8 | Contribution to Sports | 10,000 | 10,000 | 10,000 |
| 9 | Quality Assurance Fee | 20,000 | 20,000 | 20,000 |
| 10 | Graduation | - | 20,000 | 20,000 |
| TOTAL | | 1,076,000 | 1,181,000 | 1,456,000 |

14. Recommended Direct Student's Costs (Payable to the Institute)

| S/N | ITEM | AMOUNT | REMARKS |
|-----|-----------------------|---------|--|
| 1 | Institute T-Shirt | 25,000 | APPLICABLE TO ALL FIRST-YEAR STUDENTS |
| 2 | Student Identity Card | 10,000 | APPLICABLE TO FIRST-YEAR/ UPGRADING STUDENTS |
| 3 | Field working gears | 160,000 | APPLICABLE TO FIRST-YEAR STUDENTS |
| 4 | Accommodation | 270,000 | APPLICABLE TO ALL HOSTEL STUDENTS |

NOTE: *All students selected by TAMISEMI shall pay registration fees of TZS 10,000/- through control number developed from the NACTVET student's registration system during registration.*

15. Recommended minimum allowances in TZS payable directly by sponsor to student(s):

| S/N | ITEM | CERTIFICATE | | DIPLOMA |
|--------------|----------------------|------------------|------------------|--------------------|
| | | NTA 4 | NTA 5 | NTA 6 |
| 1 | Books and stationery | 180,000 | 180,000 | 180,000.0 |
| 2 | Meals | 1,792,000 | 1,792,000 | 1,792,000.0 |
| 3 | Accommodation | 270,000 | 270,000 | 270,000.0 |
| 4 | Research Project | - | - | 460,000.0 |
| 5 | Field attachment | 420,000 | 420,000 | 420,000.0 |
| TOTAL | | 2,662,000 | 2,662,000 | 3,182,000.0 |

16. Mode of payments payable to the principal:

- i. Students may pay fully or in two installments:
 - a) At the beginning of the academic year (first semester) **not less than 50% of the tuition fee and fully payment of other contributions.**
 - b) At the beginning of the second semester, **the last 50% of the tuition fee.**
 - c) For hostel students are required to pay **60%** of the total accommodation fees at the beginning of the semester and **40%** at the beginning of second semester.
 - d) **It is mandatory for female students to stay in the hostel.**
- ii. All Payments payable to the principal should be made through the Control number (**Government electronic Payment Gateway**) which will be developed after communication with the Institute via the **Registrar of Students: +255 626 166 440**

NOTE: *Any payment done without using the control number shall not be recognized and will be at the payers' risk.*

17. You're required to come with the following:

- (a) One colored passport-size picture.
- (b) Stationeries
- (c) Scientific Calculator

18. Lastly, may I kindly wish you a happy and safe journey to Beekeeping Training Institute, Tabora and wish you all the best in your academic carrier at BTI.

SEMU L DAUD
PRINCIPAL

10/06/2025



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MEDICAL EXAMINATION REPORT FORM

NAME OF STUDENT

SEX AGE WARD

A. PERSONAL HISTORY

Is the examinee suffering from the following? Indicate Yes or No

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

B. PHYSICAL EXAMINATION

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

C. LABOLATORY TEST

1. Urinalysis

2. Blood Examination

(i) Differential

- (a) Neutrophil (b) Eosinophil
(c) Basophilic..... (d) Lymphocytes
(e) Monocytes (f) Any parasite round indicate
(g) HIV/AIDS.....

(ii) ESR

(iii) Serological tests:

- (a) Widal Test (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) Biochemical Lab Tests

D. MEDICAL CERTIFICATE

(To be completed by a Medical Officer)

I have examined the above-named person and consider that *she/he is physically and mentally/not physically and mentally fit to be admitted for the full-time course at your Institute.

| | | |
|-------|---------------|-------|
| | | |
| Name | Signature | Date |
| | | |
| Title | Qualification | |

Address: Official Stamp from hospital director

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* Delete as necessary

