



Paradigms College of Health Sciences

"Africa's centre for Education Excellence"

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"PARADIGMS TEACHER'S TRAINING COLLEGE"

"COLLEGE REG. No NACTE/BMG/033"

ACADEMIC YEAR 2016/17

STUDENT APPLICATION / ADMISSION FORM

Name.....

Our college is an English medium institution owned and managed by Paradigms institute Ltd. Our vision is to become an Africa's centre for Education Excellence.

The college offers the following courses DSE, DPE and ECE. We are therefore pleased to inform you that you have been selected to join our college for

WHO ARE WE:-

Paradigms Schools are private schools that offer HIGH QUALITY education to their customers. The schools admit boys and girls and offer both day and boarding services to cater for individual needs.

WHERE ARE WE:-

Paradigms Schools are located at Bonyokwa Hills, Mavurunza Sub-division, Kimara ward, Kinondoni District. The schools are situated 20km from Dar es Salaam City Centre, 3.5 km off Morogoro Road from Kimara Mwisho.

WHAT ARE WE:-

We are voluntary agents of the Tanzania Education System offering the Tanzanian National Education Curriculum based on Primary, Secondary and Teachers' Education developed by Tanzania Institute of Education and examined by the National Examination Council of Tanzania (NECTA).

MOTTO: "Excellence"

VISION: "Africa's Centre for Education Excellence"

MISSION: Mentoring the potential of our clients to enable them to be the best they can

SCHOOLS		COLLEGES			
Primary	Secondary	Business	Teachers	Pharmacy	Clinical Medicine

THE FOLLOWING ARE THE ENTRY REQUIREMENTS.

A student must meet the minimum qualification for each course. As shown in the table below.

DIPLOM IN PRIMARY EDUCATION	DIPLOMA IN PRIMARY EDUCATION	EARLY CHILDHOOD EDUCATION (ECE)	DIPLOMA IN SECONDARY SCHOOL
Form IV with div.iii	Certificate in primary education(Grade III A), NTA LEVEL 5	Form 4 with Leaving Certificate	Form six
Duration is three years	Duration is two years	Duration is one year	Two years

- A student is expected to report on the first day of opening.
- If a student fails to report within the first two weeks, it shall be assumed that the student has forfeited the chance and it shall be given to another person.
- On reporting day a student should present original certificates and their photocopies.
- A student is expected to have paid all fees at (**ACCOUNT NO. 0150316694200, PARADIGMS COLLEGE OF HEALTH SCIENCES) AT CRDB BANK PLC** before coming to report. He/she needs to come with a pay – in slip as no cash is allowed.

* The fees structure is attached form No. II

PLEASE NOTE: The money paid is non refundable.

- A student is advised to come with adequate exercise books (12 counter books).
- The list of required books is attached (form No. IV)

NOTE, that academic term for DPE and DSE are two;

1st July-----November, 2nd January -----May

For ECE are February, July and October

Every student should have Syllabus and Teacher’s guide as reference book

OTHER REQUIREMENTS (FOR BOARDING)

- Four bed sheets, pillow and pillowcase. Mattress and bed will be offered by the college.
- A treated mosquito net.
- A bucket (20 liters), glass/cup for drinking water and plate for food, tooth brush and tooth paste, towel and soaps for washing and bathing.
- Decent clothes for wearing after class hours.

NOTE: We are agents of Education regulatory authorities which include Ministry of Education, NACTE, NECTA; therefore you are required to abide by their rules and regulations which includes entry requirements, quality assurance process etc. You're presented with certificates and credentials which will be accepted as genuine pending vetting by those authorities. You are reminded that any forgery is a serious criminal offence which will be dealt with firmly by government authorities. We remind you that the college will only remain as an agent and not be responsible for any mandatory action taken by NECTA or any other government agencies.

I accept the conditions mentioned above, and therefore. I

Name.....Signature.....

FORM NO I
PART D: PERSONAL PARTICULARS

Each student is expected to furnish the college with the following details

Section 1: personal information

First Name								
Second Name								
Surname								
Date of Birth				Nationality			Religion	
Gender	Male <input type="checkbox"/>	Marital Status		Single <input type="checkbox"/>	No. of Children			<input type="checkbox"/>
	Female <input type="checkbox"/>			Married <input type="checkbox"/>				
Do you consider yourself to have a disability?	Yes <input type="checkbox"/>		No <input type="checkbox"/>		Do you have a criminal conviction	Yes <input type="checkbox"/>		No <input type="checkbox"/>

Permanent Home Address				Address for Correspondence (If different from Home Address)			
City		Country		City		Country	
Post Code				Post Code		Country	
Telephone				Telephone			
Email	<i>Please write your e-mail address clearly</i>						

Section 2: Finances

Indicate how you intend to finance your studies and your living expense in dare s salaam.

How will you finance your studies at PARADIGMS COLLEGE OF HEALTH SCIENCES?			
Family <input type="checkbox"/> Employer <input type="checkbox"/> Loan <input type="checkbox"/> Savings <input type="checkbox"/> Other <input type="checkbox"/>			
Parents/Guardians fully Names			Job Title
Telephone No.		Place of work	
Address			Occupation
E-mail			Office tele
Sponsor Declaration: I have agreed to finance the above named applicant in his/her studies at PCHS and agreed to release funds for tuition fees and living expenses as and when required.			
Signed: _____ Name _____ Date: _____			

COURSE APPLIED FOR

Section 3: Education Details your qualifications must demonstrate eligibility for the course complete in BLOCK letters or type.

Education levels	Qualification attained	year
Ordinary level(form iv)		
Advanced level (form vi)		
Last school attended		

NOTE: (No change of names by the students shall be allowed during the course of study.
The students shall be allowed to use names appearing on the certificates which qualified them for admission).

**FORM NO. II
SCHOOL FEES STRUCTURE**

FEES STRUCTURE FOR 2016 / 2017:

FOR ECE (EARLY CHILDHOOD EDUCATION)

All payments shall be paid directly to **PARADIGMS SCHOOLS ACCOUNTANT OFFICE** and Bank account at any **CRDB** –branch in Tanzania (**ACCOUNT NO.0150224412000, ACCOUNT NAME, PARADIGMS COLLEGE OF HEALTH SCIENCES LTD**)

- Bring bank slips to the college.

Application Fee / Form: 10,000 This payment is non refundable.

REGISTRATION/ENTRY FEE STRUCTURE(PAID ONLY ONCE DURING ENTRY) 2016/2017

DESCRIPTION	AMOUNT
Registration fees	5,000.00
Identity Card	10,000.00
Graduation fee	10,000.00
TOTAL	25,000.00

FEES STRUCTURE FOR 2016 / 2017:

2: DIPLOMA - DIRECT ENTRY (NTA LEVEL 5 & 6)

DESCRIPTION	DAY	HOSTEL
Tuition fee	1,200,000.00	
Medical fee (To only those without NIHF)	60,000.00	
Examination fee	20,000.00	
Caution money	20,000.00	
Students Union Fees	10,000.00	
BTP Assessment fee	100,000.00	
Total cost to college (without meal)	<u>1,410,000.00</u>	<u>1,410,000.00</u>
Accommodation (option)		300,000.00
Meal (option)		750,000.00
Total cost to college (with meal)		<u>2,460,000.00</u>

Section 9: Accommodation YES NO (tick ✓)

DESCRIPTION	DAY	HOSTEL
Registration fee (Paid once during entry)	150,000.00	
Tuition fees	800,000.00	
Total cost to college (without meal and hostel)	<u>950,000.00</u>	
Accommodation fee		300,000.00
Canteen meal		750,000.00
Total cost to college (with canteen meal and hostel)		<u>2,000,000.00</u>

**FORM NO III
SCHOOL FEES STRUCTURE**

Fee payments are done in four installments or terms per year as follows; COURSE:
ECE – FEBRUARY 2016-2017

A. FOR BOARDING SECTION WITH CANTEEN MEAL AND HOSTEL

JULY	OCTOBER	JANUARY	MARCH	TOTAL
712,500	387,500	537,500	387,500	2,025,000

FOR DAY SECTION

JULY	OCTOBER	JANUARY	MARCH	TOTAL
375,000	200,000	200,000	200,000	975,000

**FOR BOARDING SECTION
DIPLOMA – JULY 2016-2017**

JULY	OCTOBER	JANUARY	MARCH	TOTAL
872,500	487,500	637,500	487,500	2,460,000

FOR DAY SECTION

JULY	OCTOBER	JANUARY	MARCH	TOTAL
525,000	300,000	300,000	300,000	1,435,000

Note: 1) The school fee is paid in FOUR installments per academic year. We have two academic terms; July – December and January – June.

2) The term fee and transport fee are paid four times (four installments) as shown in the chart; each installment is paid as a full installment amount

FORM NO. IV

COLLEGE RULES & REGULATIONS

• Each student is expected to follow the college rules and regulations. It therefore demands that each college students will sign on those rules and regulations set by the college as a sign of commitment.

The following are the college rules and regulations.

Student teachers in and outside the college are duty bound to follow all the college rules and regulations. These include:

1. Students should owe the college administration and tutors in due respect. Open defiance, rudeness and insubordination by a student; carry the sanction of disciplinary action.
2. Genuine grievances will only be considered if presented through the right channel as stipulated by the Administration otherwise such grievances will be declared null and void.
3. A student should not leave the college premises (boarders) without written permission obtained from the Dean of students or the Tutor on duty. Day scholars should not leave the college before the college activities are over, unless written permission is obtained from the Principal or the tutor on duty.
4. Absence from college due to illness for example, must be supported by relevant documents such as a report from a recognized medical practitioner. Failure to that a disciplinary action will be taken including expulsion from the college.
5. Being drunk or on drugs in / outside the college will lead to suspension from college for a period of not less than two weeks and if repeated, expulsion from the college.
6. Theft and physical violence (fighting) in or outside the college premises will not be tolerated. If a student is involved, he/she will be expelled from the college.
7. Student teachers are forewarned that:
 - (a) College should not be used as a platform to promote any politics.
 - (b) Students are not allowed to disclose or discuss any college information to anybody including the media.
 - (c) A student should not be involved in any criminal case.
 - (d) Students are not allowed to vie for elective posts in the government or in politics while studying in the college.

Note: Any student who is involved in any of the above will automatically be expelled from the college.

8. Participating in strikes and demonstrations, incitement among other persons in the college will lead to discontinuation from studying in the college.

9. Failure to respond to requests to perform or participate in college activities without justifiable reason will be considered as a defiant behavior which can lead to dismissal from studying in the college depending on the seriousness of the matter.
10. Failure to sit for internal or external examinations as well as failure to go for teaching practice will lead to discontinuation from the college.
11. Absence from lectures for more than 15 days for any reason will require the student to repeat the year of study.
12. A student who fails to attend 75% of total number of periods per semester will not be allowed to sit for the end of semester examination, which implies that the student will be forced to repeat the year of study or a particular course.
13. College hours are 07:30 hrs to 15 00 hrs. (7:30 a.m – 3.00 p.m) from Monday - Friday
14. Punctuality must be observed and students who fail to report to college at the required time will be forced to return home. An apology letter must be written by the student to the tutor on duty before entering in to the classroom.
15. Class attendance and punctuality must be honored; failure to that, the student will not be allowed to sit for the next exam.
16. Matters concerning pregnancy must be reported to the Principal's office as soon as possible and advice regarding approval of a compulsory leave must be sought from the principal's office.
17. Failure to return college properties such as books, graduation gowns, cleaning tools etc. as required or destruction of college properties will lead to withholding of results and certificates until the property has been restored and a letter of apology has been written to the college.
18. Provocative and disruptive behaviors in the classroom including receiving calls during class hours, making noise and flirting with students with opposite sex require admonishment by the class tutor and a letter of warning from the tutor with a copy to the Principal's office. Cellular phones must be switched off before entering the classroom whether in the presence of or absence of a tutor.
19. Both male and female students are expected to dress decently. Inappropriate dressing will lead to the concerned student being stopped from entering the college's compound/ classes until he/she has changed into proper dressing.
20. Failure to attend and perform learning activities such as exercises, homework, projects and continuous assessments tests as well as teaching practice will lead to automatic discontinuation from studying in the college.
21. Paradigms teachers college is an English medium college, thus students must speak in English always while in the college premises unless in a Kiswahili lesson.
22. Student teachers are advised to uphold their morals in and outside college. Behavior which can cause disputes to the college will be dealt severely as the administration may deem fit.

23. Ignorance about college regulation and accepted procedures is not an excuse for disobeying them. One serious obligation for the student is to read and find out about all college regulations and accepted procedures before signing the admission form.

24. Cooking in dormitories or in college buildings without permission from the authority will be dealt seriously and no explosive materials are allowed in the dormitories.

25. Teaching practice will be held in near-by regions, Dar es Salaam, Pwani and Morogoro in particular.

26. Any student who fails to attain recommended marks in internal examination will attempt supplementary examination and as a necessity will incur all costs of setting and marking each subject. Students who fail the

subject after doing the supplementary exam will be required to repeat a year and after repeating a year the student fails again he/she will be discontinued from the college.

NOTE: That a student is obliged to be clean and smart, should make sure that the dormitory is clean while the college will be concerned with external environment.

I _____ have read and understood the above rules and regulations and I agree to abide by them.

Student's Signature: _____ Date: _____

PART G: ADMISSION APPROVAL

Section 8: PARADIGMS SCHOOL OF PHARMACY Decision on students Admission

The said applicant by the name above is registered and selected to join the programme of (Tick)

1) Diploma (NTA LEVEL 5)

2) Diploma (NTA LEVEL 4)

3) ECE

3) Other programmes (specify)

Commencing on:- Day of Year

Principal Signature: _____ Date: _____

Registrar's signature; -----Date; -----