



ST. FRANCIS UNIVERSITY COLLEGE OF HEALTH AND ALLIED SCIENCES



A Constituent College of St. Augustine University of Tanzania

P.O. Box 175
Ifakara, Tanzania

Phone: (255) 23-2931-568
Fax: (255) 23-2931-569

mail: principal@sfuchas.ac.tz
Website: www.sfuchas.ac.tz

JOINING INSTRUCTIONS FOR THE DOCTOR OF MEDICINE PROGRAMME ACADEMIC YEAR 2024/2025

1.0 GENERAL INSTRUCTIONS

- 1.1 Location: Saint Francis University College of Health and Allied Sciences (SFUCHAS) is located in Ifakara town, about 110 Kilometers from Mikumi town. The town is reachable through buses from Dar Es Salaam, Morogoro, Iringa, Dodoma, and Mbeya. Ifakara can also be reached by direct train from Dar Es Salaam, Mbeya, and Makambako.
- 1.2 You should report to SFUCHAS between the 5th and 18th of October 2024 to be appropriately guided by the Admissions Office
- 1.3 You should bring with you the Admissions letter, Joining Instructions, and Birth Certificate along with your **ORIGINAL** Form Four (O level) and Form Six (A level) Certificates (where applicable), a Medical Certificate of fitness from a recognized physician, a National Identification Number (NIN) also known as NIDA number and two (2) recent passport size photographs.

2.0 PAYMENT OF FEES AND REGISTRATION

- 2.1 Fees and other financial obligations are the sole responsibility of the student and/or the sponsor or guardian.
- 2.2 Students must ensure that tuition fees are paid either:
 - i. In FULL at the time of registration to cover the whole academic year, or
 - ii. In TWO equal INSTALLMENTS at the beginning of each semester or
 - iii. In FOUR equal installments; TWO installments payable in semester 1 and the other TWO installments in semester 2. Those under the Higher Education Students Loans Board will have to pay the difference of the tuition fees as in (i), (ii), or (iii).
 - iv. Student union (TSh. 20,000=/) is payable in a separate CRDB account after generating a control number (invoice) from SFUCHAS SIMS
 - v. account which is accessible at <https://sfuchas.ac.tz/>
 - vi. Only candidates who have paid the required College fee will be issued admission cards to allow them to attend classes.
- 2.3 All administrative costs are payable in full at the time of registration (Beginning of the academic year)

NB: The caution money within the administrative fee is non-refundable

All Official Correspondence to be addressed to the Principal of SFUCHAS

- 2.4 No student will be admitted to the University without paying the fees as stated above.
- 2.5 Fees once paid will not be refunded under any circumstances
- 2.6 Money payable to the University except student union should be affected directly via mobile money (Airtel Money, tiGO Pesa, and M-Pesa) or into SFUCHAS CRDB Bank account, CRDB Agents/ WAKALA/ SIMBANKING/USSD/MOB APP after getting control number from SFUCHAS SIMS account.
- 2.7 Failure or delay to confirm within the stated time would lead to loss of the admission opportunity.
- 2.8 Students transferred to SFUCHAS shall pay TShs. 50,000 as transfer fees.

3.0 GENERAL CONDUCT

- 3.1 Students admitted to SFUCHAS are expected to observe and abide by the Admission Regulations, Student By-Laws, Examination Rules and Regulations, and any other lawful orders given by SFUCHAS Management.
- 3.2 Students are required to respect the Catholic goals of the University; and to conduct themselves always in a manner appropriate to their status as university students
- 3.3 As a student at SFUCHAS, you are required to be models in terms of conduct and behavior. The Student Bylaws booklet is expected to be issued at the time of registration.
- 3.4 SFUCHAS is a Catholic University, dress code is an important aspect and will be revealed at registration. Students are expected to be models of good behavior. You are a mature person; your dress code reflects your behavior.

NB: For any inquiries, please visit our website www.sfuchas.ac.tz, or contact us through email at admission@sfuchas.ac.tz OR Phone Calls at 0769810317 and 0658592300.



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FEE STRUCTURE FOR THE ACADEMIC YEAR 2024/2025

DEGREE COURSES (DOCTOR OF MEDICINE)

1: LOCAL STUDENTS

A: TUITION FEE

DESCRIPTION	YEAR 1 (TSH)	YEAR 2 (TSH)	YEAR 3 (TSH)	YEAR 4 (TSH)	YEAR 5 (TSH)
Tuition Fee	4,000,000.00	4,000,000.00	4,000,000.00	4,000,000.00	4,000,000.00
Subtotal	4,000,000.00	4,000,000.00	4,000,000.00	4,000,000.00	4,000,000.00

B: ADMINISTRATIVE FEE

DESCRIPTION	YEAR 1 (TSH)	YEAR 2 (TSH)	YEAR 3 (TSH)	YEAR 4 (TSH)	YEAR 5 (TSH)
Examination Fee	250,000.00	150,000.00	150,000.00	150,000.00	150,000.00
Registration Fee	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Special Faculty Requirement	330,000.00	150,000.00	150,000.00	150,000.00	150,000.00
Student ID Card	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Internet Service	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Community Outreach/Field/Psychiatry	-	150,000.00	-	150,000.00	-
Caution Money	50,000.00				
Graduation	-	-	-	-	100,000.00
Subtotal	675,000.00	495,000.00	345,000.00	495,000.00	445,000.00

C: ORGANIZATIONAL FEE

DESCRIPTION	YEAR 1 (TSH)	YEAR 2 (TSH)	YEAR 3 (TSH)	YEAR 4 (TSH)	YEAR 5 (TSH)
TCU Quality Assurance	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Sustainability Fund	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
Student Union	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
NHIF	50,400.00	50,400.00	50,400.00	50,400.00	50,400.00
Subtotal	135,400.00	135,400.00	135,400.00	135,400.00	135,400.00

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D: TOTAL COST

TOTAL COST TO THE UNIVERSITY	YEAR 1 (TSH)	YEAR 2 (TSH)	YEAR 3 (TSH)	YEAR 4 (TSH)	YEAR 5 (TSH)
	4,810,400.00	4,630,400.00	4,480,400.00	4,630,400.00	4,580,00.00

2: INTERNATIONAL STUDENTS**A: TUITION FEE**

DESCRIPTION	YEAR 1 (USD)	YEAR 2 (USD)	YEAR 3 (USD)	YEAR 4 (USD)	YEAR 5 (USD)
Tuition Fee	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Subtotal	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00

B: ADMINISTRATIVE FEE

DESCRIPTION	YEAR 1 (USD)	YEAR 2 (USD)	YEAR 3 (USD)	YEAR 4 (USD)	YEAR 5 (USD)
Examination Fee	250.00	130.00	130.00	130.00	130.00
Registration Fee	14.00	14.00	14.00	14.00	14.00
Special Faculty Requirement	330.00	130.00	130.00	130.00	130.00
Student ID Card	20.00	20.00	20.00	20.00	20.00
Internet Service	10.00	10.00	10.00	10.00	10.00
Community Outreach/Field/Psychiatry	-	130.00	-	130.00	-
Caution Money	45.00				
Graduation	-	-	-	-	100.00
Subtotal	669.00	434.00	304.00	434.00	404.00

C: ORGANIZATIONAL FEE

DESCRIPTION	YEAR 1 (USD)	YEAR 2 (USD)	YEAR 3 (USD)	YEAR 4 (USD)	YEAR 5 (USD)
TCU Q quality assurance	20.00	20.00	20.00	20.00	20.00
Sustainability Fund	35.00	35.00	35.00	35.00	35.00
Student Union	20.00	20.00	20.00	20.00	20.00
NHIF	50.00	50.00	50.00	50.00	50.00
Subtotal	125.00	125.00	125.00	125.00	125.00

D: TOTAL COST

TOTAL COST TO THE UNIVERSITY	YEAR 1 (USD)	YEAR 2 (USD)	YEAR 3 (USD)	YEAR 4 (USD)	YEAR 5 (USD)
	3,794.00	3,559.00	3,429.00	3,559.00	3,529.00

NOTE

1. All Fees Payable to the University are Paid after the Generation of the Control Number which is obtained through SIMS accounts (www.sims.sfuchas.ac.tz)
2. Any Payments Payable to the University are **Non-Refundable**
3. Accommodation Fee is TSH 400,000.00/= Per Year. This is Paid Upon Confirmation of the Availability of Rooms, (First Come First Served)
4. Tuition Fee (Category A) can be paid in four equal installments i.e Two installments in the first Semester and the other two in the Second Semester
5. Administrative and Organizational Fees are paid at once During the Registration Period.
6. Every Student should have a Valid Health Insurance (NHIF) so that can be used in medical services. However, for those who do not have Health Insurance will have to pay a TSH 50,400/= Health Insurance Fee to the University to cover medical costs through NHIF.

Thanks, With Regard



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MEDICAL EXAMINATION FORM [To be completed by a registered Medical Officer]

1.0 STUDENT PERSONAL PARTICULARS

Surname.....Other names.....

Age Sex.....

Address.....

.....

2.0 PAST MEDICAL HISTORY

A. Has the student ever suffered from any of the following medical conditions?
Indicate Yes or No

1. Allergies

2. Hypertension.....

3. Diabetes Melitus.....

4. HIV/AIDS.....

5. Major surgeries.....

6. Tuberculosis.....

7. Psychiatry illness.....

8. Physical disability.....

9. Heart Disease.....

10. Asthma.....

11. Any other condition(s) worth reporting?

(Name).....

.....

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B. Is the student on any medication/treatment for a chronic/long-term condition?
Yes / No (circle the answer)
If yes, name the condition(s) under treatment

- (1)
- (2)
- (3)

3.0 PHYSICAL EXAMINATION

Weight..... **Height**.....

Vision: Left eye..... Right eye

Cardiovascular System

Blood Pressure

Pulse rate

Any murmur? Yes / No (circle the answer)

Abnormal Examination

Liver.....

Spleen.....

Kidney.....

Any palpable mass (specify.....
.....
.....

Muscle Skeletal System

Extremities.....

Back.....

Any sign of Drug addiction

Yes / No (circle the answer)

4.0 LABORATORY INVESTIGATION

Fasting blood sugar.....

Full blood count

- Neutrophils.....
- Eosinophils
- Basophils
- Lymphocytes
- Hb level
- Blood group

5.0 CONCLUSION

Do you consider the student physically and mentally fit to peruse studying at St. Francis University College of Health and Allied Sciences (SFUCHAS)

Yes / No (circle the answer)

What condition or Disability has to be attended before he/she can be admitted?

.....

6.0 DECLARATION

I certify that I have examined the above-named student and consider that he/she is physically and mentally fit/unfit for academic studies at St. Francis University College of Health and Allied Sciences.

Name

Signature/Official Stamp

Qualifications.....

Date.....

Address:

.....