



**ST. FRANCIS UNIVERSITY COLLEGE
OF HEALTH AND ALLIED SCIENCES (SFUCHAS)**



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

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

Date: 21/7/2025

Ref No SFU/ADM/DP-ARC/Vol. 2/93

Dear

**REF: SELECTION TO JOIN DIPLOMA IN MEDICAL LABORATORY SCIENCES
FOR THE ACADEMIC YEAR 2025/2026**

Congratulations on being one of the candidates selected to join the **DIPLOMA IN MEDICAL LABORATORY SCIENCES** Programme at St. Francis University College of Health and Allied Sciences (SFUCHAS) for the academic year 2025/2026.

You must report to St. Francis University College of Health and Allied Sciences on **3rd November 2025** for registration and orientation. Classes will commence immediately on **10th November 2025**.

Furthermore, this admission is provisional pending verification and submission of relevant documents at the time of registration. The joining instructions, Fee structure, accommodation, and other admission details will be accessible on the College website www.sfuchas.ac.tz.

We kindly request that you confirm your acceptance within one week, as many qualified candidates are waiting for available slots. Please contact us at **0769810317** or **0658592300** to confirm your acceptance to admission to SFUCHAS. The timetable for orientation will be shared on the college website.

However, you are required to pay TSH 100,000 as the reservation fee, which is part of the tuition fees. The reservation fee should be paid into the following bank account: 0150261537600 CRDB, ST. FRANCIS UNIVERSITY COLLEGE.

Please note that tuition fees and other administrative payments indicated in the joining instructions should be made after obtaining a control number from the **SFUCHAS SIMS Account**.

NB: For any inquiries, please visit our website www.sfuchas.ac.tz or contact us through email at admission@sfuchas.ac.tz or call **0658592300 / 0769810317**

Regards,

Prof. Festus M. Kalokola
Deputy Principal – ARC

DEPUTY PRICIPAL
ACADEMIC, RESEARCH & CONSULTANCY
ST. FRANCIS UNIVERSITY COLLEGE
OF HEALTH AND ALLIED SCIENCES
P. O. BOX 175 IFAKARA, TANZANIA

JOINING INSTRUCTIONS FOR THE ACADEMIC YEAR 2025/2026

1. General Instructions

- 1.1 **LOCATION:** SFUCHAS is located in Ifakara town, about 110 Kilometres 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 3rd and 9th of November 2025 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 and two (2) recent passport size photographs.**

2. 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 the tuition fee is paid either:
 - (i) In FULL at the time of registration to cover the whole academic year, **or**
 - (ii) In TWO equal instalments at the beginning of each semester **or**
 - (iii) In FOUR equal instalments; TWO instalments payable in semester 1 and the other TWO instalments in semester 2
 - (iv) Student union (Tsh. 20,000 =/) is payable in a separate CRDB account after generating a control number (invoice) from the SFUCHAS SIMS account, which is accessible at www.sfuchas.ac.tz
- 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**
- 2.3 No student will be admitted to the University without paying the fees as stated above.
- 2.4 Fees once paid will not be refunded under any circumstances

2.5 **Money payable to the University, except student union, should be effected directly via mobile money or into the SFUCHAS CRDB Bank account, CRDB Agents/ WAKALA/ SIMBANKING/USSD/MOB APP after getting the control number SFUCHAS SIMS account.**

2.6 Students transferred to SFUCHAS shall pay Tsh. 50,000 as transfer fees.

3. DISCIPLINE

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

4. UNIFORM

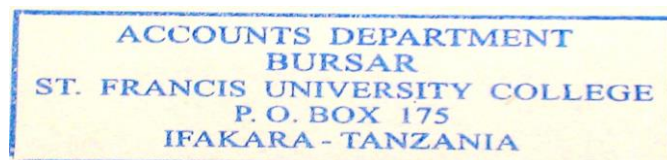
- **Male**

- ✓ Two white shirts, preferably short sleeves
- ✓ Black leather Shoes (Open Shoes/Sandals and Canvas Shoes are not allowed during class hours)
- ✓ Khaki colored two pairs of trousers (Cotton material)

- **Female**

- ✓ Two white gowns (Gowns must be below the knees)
- ✓ Black leather Shoes (Open Shoes/Sandals and Canvas Shoes are not allowed during class hours)

**WELCOME TO THE COLLEGE
FOR. Principal**





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FEE STRUCTURE FOR ACADEMIC YEAR 2025/2026 DIPLOMA PROGRAMMES

1. DIPLOMA IN MEDICAL LABORATORY SCIENCES

DESCRIPTION	LEVEL 4		LEVEL 5		LEVEL 6	
	LOCAL	INTERNA TIONAL	LOCAL	INTERNA TIONAL	LOCAL	INTERNA TIONAL
	IN TZS	IN USD	IN TZS	IN USD	IN TZS	IN USD
A. Payable to the University						
1. TUITION FEE	1,200,000	650	1,200,000	650	1,200,000	650
2. ADMINISTRATIVE FEE						
2.1 Special Faculty Requirement	330,000	330	330,000	330	330,000	330
2.2 Examination Fee	250,000	200	250,000	200	250,000	200
2.3 Field Practical Training	-	-	150,000	150	150,000	150
2.4 Caution money	50,000	45	50,000	45	50,000	45
2.5 Registration fee	15,000	14	15,000	14	15,000	14
2.6 Student Identity Card	20,000	20	20,000	20	20,000	20
2.7 Internet Service	10,000	10	10,000	10	10,000	10
2.8 Graduation fee	-	-	-	-	100,000	100
Total Administrative Fee	675,000	619	825,000	769	925,000	869
3. ORGANIZATIONAL FEE						
3.1 Sustainability Fund Fee	45,000	35	45,000	35	45,000	35
3.2 TCU Quality Assurance	20,000	20	20,000	20	20,000	20
3.3 Student Union Fee	20,000	20	20,000	20	20,000	20
Total Organizational Fee	85,000	75	85,000	75	85,000	75
Total Fees Payable to the University	1,960,000	1,344	2,110,000	1,494	2,210,000	1,594
B. Payable to NHIF						
NHIF Fee	50,400	50	50,400	50	50,400	50
C. Payable to NACTVET						
NACTVET Examinations Fee	150,000	150	150,000	150	150,000	150

NOTE:

- a. Students will bear the cost of Fieldwork/Projects, which will last approximately 56 days.
- b. All Fees Payable to the University are paid after the Generation of the Control Number, which is obtained through SIMS accounts (www.sfuchas.ac.tz)
- c. Any Payments Payable to the University are Non-Refundable
- d. Accommodation Fee is TZS 400,000 Per Year. The amount is Paid Upon Confirmation of room availability (*First Come, First Served*).
- e. Tuition Fee can be paid in four equal instalments, i.e., two instalments in the first Semester and the other two instalments in the Second Semester.
- f. Administrative and Organizational Fees are paid at once immediately after arriving at the university for the registration process in the first semester
- g. Late Registration will lead to the imposition of a Penalty. The penalty will be automatically charged to students by the Student Information Management System (SIMS) depending on the number of days their registration is delayed.

