

THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF AGRICULTURE LIVESTOCK AND FISHERIES  
LIVESTOCK TRAINING AGENCY - LITA

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Ministry of Agriculture  
Livestock and Fisheries  
Veterinary Complex  
131 Nelson Mandela Road  
S. L. P 9152,  
**15487 DAR ES SALAAM**

Ref. No: RB 20/249/01

Date .....

TO.

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**RE: ADMISSION AND JOINING INSTRUCTIONS – PRIVATE SPONSORSHIP FOR DAY STUDENTS-  
TEMEKE CAMPUS NTA LEVEL SIX FOR THE ACADEMIC YEAR 2017 / 2018.**

### **Congratulations**

I am pleased to inform you that you have been selected by the Livestock Training Agency - LITA to pursue study at **Temeke** Campus for **NTA LEVEL 6** which leading to **Ordinary Diploma in Veterinary Laboratory Technology**.

The Campus will be opened on **30/9/2017**. You are therefore required to report at the Campus one or two days before formal classes begin. You are responsible for your own travel expenses to and from the Campus.

The Campus is located at **Veterinary Complex along Mandela road**.

### **Terms and conditions of admission**

#### **1: Fees payments**

The payments should be made through the **LITA HQ Revenue Accounts, NMB Morogoro-, Acc. No. 22110003142**.

The Tuition fees mode of payments is summarized below.

- i. Semester one**                      **TZS 715,000/= ; Payment at the beginning of first semester**
- ii. Semester Two**                      **TZS 705,000/= ; Payment at the beginning of second semester**

The Original Bank pay in slip should be presented by the student on arrival.

**Note:**

- a. Cash payments are **NOT** accepted
- b. Fees once paid are **NOT** refundable
- c. Do not deposit money into **LITA HQ Revenue Accounts** more than fees identified above as **NO REFUND** will be made for the extra/wrongly money deposited.
- d. LITA reserves the right to change the rate of fees payable as deemed necessary.

**2. Medical expenses**

Medical expenses and personal liabilities are not covered by LITA. It is advised by the Agency to come with Medical Insurance card or Incidental allowance for covering those expenses per semester.

**3. Discipline:**

Every student must abide to the rules and regulations of the Campus which will be availed to each student on arrival.

**4. Registration Requirements**

Student will be required to present the following documents on arrival for registrations process

- i. Birth certificate
- ii. Original and copies of relevant certificate for secondary education CSEE/ACSEE/or equivalent. Certificate from training institution. **Failure to which the student will not be admitted.**

**5. Other requirements:**

- a) Sports gear.
- b) Stationery i.e. exercises books, pen, pencil, ruler, calculator etc.
- c) Six (6) recently taken passport size photographs (Colored with blue background) for processing of identity cards and other official uses.
- d) Practical gear: Laboratory white overcoat, laboratory safety shoes and medical gloves.
- e) Medical examination report (From Government hospital)

**6. Education for self-reliance:**

Every student is required to participate fully in various Campus production activities.

**7. Certificate and transcript fee**

Student shall pay certificate and transcript fee as prescribed by NACTE upon completion of the course.

Lastly, on behalf of LITA, I wish you a safe journey, happy stay and success in your studies.

**For CHIEF EXECUTIVE OFFICER  
LIVESTOCK TRAINING AGENCY**

