

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

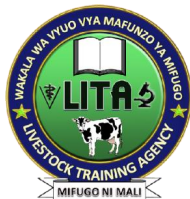
Telegram: "Mifugo"

Phone: 2833479

Email: lita.hq@lita.go.tz

Website: <http://www.lita.go.tz>

When replying please quote:



Veterinary Complex

131 Nelson Mandela Road

P.O.Box 9152,

15487 DAR ES SALAAM

Ref. No:

Date

.....

Dear Candidate,

**RE: STUDENT'S JOINING INSTRUCTIONS FOR BOARDING/DAY STUDENTS - TEMEKE
 CAMPUS FOR THE ACADEMIC YEAR 2020 / 2021**

1. I am glad to inform you that you have been selected by the Livestock Training Agency - LITA to study at **Temeke** Campus for **NTA LEVEL 4 to 6** course that will lead to **Ordinary Diploma in Veterinary Laboratory Technology**

2. **Please take note of the following:**

Date of Arrival:

Semester One academic calendar will start on **16/11/2020**. You are therefore required to report to the Campus you have been selected to join one or two days before beginning of an orientation week. The latest date to report is on **29/11/2020**. *The orientation week will take place from 16/11 to 21/11/2020.*

Travel arrangements:

You are responsible to cover all logistics of your own travel expenses to and from the Campus.

3. **Location of the Campus**

The Campus is located at Veterinary Complex along Mandela road.

4. **Financial Requirements to be met by students / Parents / Guardians as follows**

i. **Tuition fee**

1St year - NTA Level 4		2nd year - NTA Level 5		3rd year - NTA Level 6	
SEM I	SEM II	SEM I	SEM II	SEM I	SEM II
675,500	630,000	715,000	705,000	715,000	705,000
	Joint annual examination fee = 50,000		Joint annual examination fee = 50,000		Joint annual examination fee = 50,000

Tuition and examination fees **MUST** be paid in the respective semester through the **LIVESTOCK TRAINING AGENCY** account using **electronic control number** which is

provided by the respective campus. The Original Bank pay in slip should be presented by the student upon arrival at the respective campus. No cash payments will be accepted.

NB: Accommodation spaces at campus hostels are **limited for male students**. Therefore each student is required to pay accommodation fee after securing the accommodation space upon arrival at the Campus. The accommodation fee is **122,500/= per academic year. The accommodation payment should be done through LIVESTOCK TRAINING AGENCY account using** an electronic control number to be requested from the respective campus using respective campus mobile phone numbers in **Appendix 1 below**.

ii. **Meal allowance**

Estimated meal allowance per each semester is Tsh. 600,000/= and should be paid directly to student Bank Account.

However, the stated amount for meal allowance is the minimum indicative figure.

NB: Student costs for medical, meal, transport, stationery and pocket money must be paid to **individual student Bank Account**.

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

Note that: 1. Tuition fee is non-refundable to students whenever he / she fail to continue with the course.

2. Wrongly deposited meal allowances and Pocket Money to **LITA Account will be subjected to 10% deduction.**

5. MEDICAL EXPENSES

Medical expenses are not covered by the Institute. Each student **MUST** therefore process his/her own Health Insurance before reporting to the respective campus. For those who do not have NHIF medical coverage, can be processed at the campus level, whereby each student is required to report to the respective campus management with Tsh. 50,400/= for processing of his/her own NHIF-card.

NB: The said amount i.e. Tsh. 50,400/= should NOT be deposited to LITA Account

6. Other requirements:

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

7. Accommodation:

The Campus provides a room with bed and mattress only. Other items associated with accommodation (as in **6 (b)** above) are met by the student. Students are advised to equip themselves with heavy clothing and blankets in case of cold weather. Electrical appliances (heaters, cookers and irons) are strictly not allowed in hostels. Ironing is allowed in the laundry room only.

8. **Discipline:**
Every student must abide to the rules and regulations of the Campus which will be availed to each student on arrival.
9. **Registration documents**
Each student must present original documents (i.e. Birth Certificate, Leaving Certificate and **Academic certificates**) at registration desk, failure to which the student **will not be admitted**.
10. **Education for self-reliance:**
In accordance with the LITA objectives, every student is required to participate fully in various production activities at his/her respective Campus.

Lastly, on behalf of LITA, I wish you a safe journey and success in your studies at **Temeke Campus**.

.....
For: CHIEF EXECUTIVE OFFICER LITA

Appendix 1: LITA Campuses Phone Numbers

Campuses	Mobile phone No.1	Mobile phone Head office	Mobile phone Academics
Tengeru	0757982122	0620238450	0753453395
Mpwapwa	0758705774	0762422070	0659727926
Morogoro	0713599371	0786203825	0754670644
Madaba	0762066759	0625225697	0764573807
Buhuri	0755919724	0757954229	0754799293
Mabuki	0767495481	0717482823	0712946724
Temeke	0787770077	0768098723	0714927018
Kikulula	0764227584	0752655060	0789426464

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



REQUEST FOR MEDICAL EXAMINATION

PART A

TO: THE MEDICAL OFFICER

From Campus

.....
.....

RE: MEDICAL EXAMINATION FOR

Please examine the above named student the listed condition/diseases for *his/her fitness to attend course of study at Livestock Training Agency Campus.

- | | |
|----------------------|-------------------------|
| (i) Asthma | iv. Diabetes..... |
| (ii) T.B | v. Gastric ulcers |
| (iii) Epilepsy | vi. Others..... |

Date.....

Signature.....
For **CEO LITA**

PART B

MEDICAL CERTIFICATE

(To be completed by a Medical Officer)

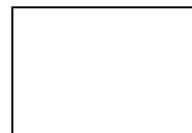
I have examined the above and consider *her/him physically fit/unfit for studies at Livestock Training Agency

Name of the Medical Officer

Signature.....

Designation.....

Official stamp



Date.....

Station.....

*Delete as necessary

Note: Medical Examination should be exhaustive by specifying systems/condition/disease/allergic reaction to be examined.