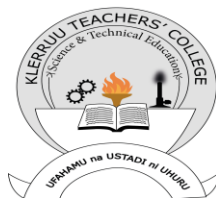


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
KLERRUU TEACHERS COLLEGE

Tel.026-2702804/2701631

Klerruu Teachers' College,
E-mail-klerruutc@gmail.com



P. O. Box 549,
Fax No. 026-2701631

P.O. BOX, 549
RINGA.

Ref. No. KLercu/TI/48/.....
NAME :

20th August, 2018

**RE: JOINING INSTRUCTIONS FOR ADMISSION: SPECIAL DIPLOMA IN SECONDARY EDUCATION
(SCIENCE) 2018/2019**

I am glad to inform you that you have been selected to pursue a **Special diploma in Secondary Education (science)** at this College in the academic year 2018/19. All first year students are expected to report on the 04/10/2018 without fail. This is an important opportunity that will enable you to eventually become a Teacher by profession. Congratulations to you. Graduates of the programme are expected to teach in either Science subjects in Secondary Schools. Reporting in time will provide you with opportunity to participate in the college orientation. This involves the familiarisation with the college regulations and participation in the rigorous basic Information & Communication Technology Course.

You are asked to read thoroughly and understand the enclosed Joining Instructions. If you accept and agree to adhere to the delineated guidelines and requirements, inform us through fax that you accept the offer and report in time. Your position will be taken over by another applicant after **THREE WEEKS** in case you fail to respond accordingly.

Parents / Guardians / Employers and students are required to fill in the attached agreement form that will be presented to Registrar upon registration. Every student must undergo Medical Examination and bring the dully filled form during registration.

In addition, employers' recommendations are required for all selected applicants who are currently employed. Letters should be sent by employers directly to the Principal.

We wish you all the best during your preparations as you travel to our college.

Welcome,

- Copy:** 1. The Director,
Teachers Education Department,
Ministry of Education, Science and Technology,
S.L.P. 9121,
DAR ES SALAAM.
2. Principal,
Teachers Colleges,
Tanzania Mainland.
3. The Regional Education Officers,
Tanzania Mainland.

MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
KLERRUU TEACHERS' COLLEGE

The requirements for joining this college are as follows.

1. OPENING

The course will start on 04/10/2018 all first year students are expected to report at least one day before by 3.30 pm. The College orientation which is essential for all the students will start immediately.

2. LOCATION INFORMATION

Klerruu Teachers' College is located in Iringa Municipality, about 2.5 kilometres from the central bus stand along Dodoma Road. Iringa is reachable from Dodoma, Rukwa, Mbeya, Morogoro/DSM by buses.

3. COLLEGE MOTTO

UFAHAMU NA USTADI NI UHURU

4. COURSES AND DURATION

- Special Diploma in secondary education (science) - 3 years.

4.3. COURSE MATERIALS

The overall professional and academic training involves the combination of Curricular and extra – curricular activities in form of lectures and Seminars and Teaching Practice, Environmental care, Sports and Games.

4.3.1. CLASSROOM COURSE REQUIREMENTS

Every student must submit to the Registrar for checking the following course materials:

- Two copies of Secondary School Syllabi for your subject combinations (For Diploma in Secondary Education)
- A mathematical set
- Basic text books (especially secondary school books for appropriate teaching subject combination) for Diploma in Secondary Education.
- 10 Counter Books
- White overcoat

4.3.2. SPORTS GEAR

Every student will participate in sports and games according to the College schedule. The followings must be brought for the purpose.

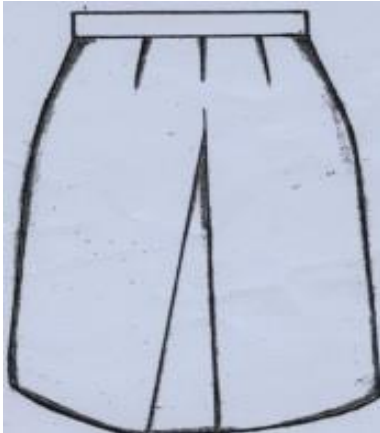
1. A track suit – blue colour
2. A white T – shirt
3. Dark blue shorts
4. A dark blue short skirt for female to wear with shorts
5. Running shoes/training shoes
6. A pair of socks/ stocking with white and dark blue strips.

4.3.3. COLLEGE UNIFORM

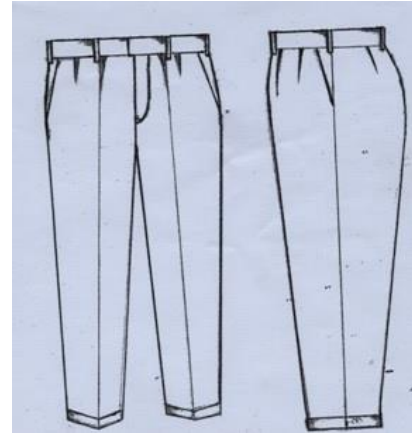
With effect from July 2008, Ministry of Education and Vocational Training has reintroduced special uniforms for students in all Teachers Colleges. Our uniform will include the followings:

- **Diploma in Secondary Education**
 - Two-piece full suit– dark blue –Textron / Polyester (See the attached sample).
 - Two light blue long sleeves shirts
 - Neck tie (dark blue, long and unmarked)
 - A pair of black shoes
 - A white overcoat (for students opting for Physics, Chemistry & Biology)
 - T-shirt with college Logo

NB Uniforms should be looked as in the picture



Girls



Boys

4.3.4. ENVIRONMENTAL CARE

Students are supposed to live in clean and safe environment. Each Student must participate in cleaning college surrounding which comprises of Dormitories, Classrooms, Laboratories, Workshops, Assembly hall, Dining Hall etc. While other cleaning equipments are found at the college a student is required to bring

1 Chelewa, 1 Soft bloom, 1 Rack, 1 Plastic bucket, 1 Squizer, and Slasher. The equipments will not be returned to the student as he/she completes the studies.

NB. Every student should have a container for storing water; there is a shortage of water in some of the season.

5.0. REGISTRATION

5.1. IDENTIFICATION AND ACADEMIC PREQUISITE QUALIFICATIONS

Every reporting student must submit original certificates for authentication and self identify purposes. Otherwise a student cannot be registered. These include:

- Admission letter and Joining Instructions
- Result slips will be accepted for those who completed form four 2017 only
- Medical Examination Certificate dully filled and stamped in by District Medical Officer (DMO) or Region Medical Officer (RMO)
- True / Original copies (not photocopies) of your Certificates including Form IV, form VI as presented by the National Examinations Council of Tanzania (NECTA) and birth certificate.

5.2. COST SHARING

5.2.1. FEES

The cost for Teacher Education program is partially subsidized for by the Government. A student has to pay the recommended fees of **Tsh. 600,000/=** per academic year. The amount is to be paid either annually once when students report or by two instalments at the beginning of each semester/term. You are advised not to report without the required fees: **Payments for college fees must be made through NMB Mkwawa Acc. No. 60510023016 (Principal Klerruu Revenue collection).** Students should submit a copy of pay-in slip on Registration.

5.2.2 OTHER CONTRIBUTIONS

- Students organization fees **Tsh. 5,000/=** (per annum)
- First aid Tsh 5,000 per annum
- Sports, fee **Tsh. 10,000/= (per annum)**
- Identity card **Tsh. 5,000/= (once)**
- Graduation Contribution will be communicated as per demand of that particular time.
- Health Insurance Contribution **Tsh. 50400/= (per annum for those without HI ID)**

- ICT *Tsh. 20,000/=* (Per annum).
- Cleaness and infrastructure *Tsh. 20,000/=* (Per annum)
- College Security *Tsh. 15,000/=* (Per annum)
- Hiring of mattress *Tsh. 20,000/=* (Per annum)
- Admission Fees *Tsh. 5,000/=* (Once)
- Academic matters *Tsh. 50,000* (Per annum)
- T-shirt with college logo 15,000
- Other services (Cooks) *Tsh. 20,000* (Per annum)
- Examination fee *Tsh. 50,000/=* (once)

Payments of all contributions must be made through *NMB Mkwawa Acc. No. 60501100006 (Mkuu wa chuo Klerruu)* Students should submit a copy of pay – in slip on Registration.

Such contributions and college fees are compulsory thus they are basic prerequisites for admission in either of the programmes.

5.2.3. HEALTH CATERING AND ACOMMODATION SERVICES

For personal use, every student should bring the following items for accommodation and catering services. Beddings include a pair of blue bed covers. Blanket, mosquito net, a pillow and pillow case. Mattresses are hired at the college at a prescribed rate. You must also buy a pink curtain (with rod and hooks) of size 3ft x 6ft for the window of your room.

The following items are also necessary, Bucket, Plate, bowl, glass/mug and cutlery. You will need a large bottle /gallon to keep boiled drinking water.

You are advised to come with adequate money for sustaining your personal college life and other expenses such as cleanliness. The college does not provide special diet under any circumstances.

All students are expected to maintain highest standard of body cleanliness and conduct. Indecent dressing will never be tolerated.

NB: Muslim female students are allowed to put on “Hijab” provided the shirts are light blue long sleeves and dark blue pair of trousers.

6.0. COLLEGE RULES AND REGULATIONS

Peace and harmony are FUNDAMENTAL pre – requisites for harmonious living and studying so as to become a teacher. Personal and public interests are controlled by college rules and guidelines that will be given and explained to you during orientation. These will provide a framework for your entire lifestyle in the College. You will be required to use the shared utilities such as water, electricity, material resources and college facilities in the buildings economically. College environment has to be kept clean, safe, secure and healthy. If you fulfil all the requirements and show that you agree to join the college you will also be required to observe the college rules and guidelines. Above all, our college provides equal opportunity to all the students and it is highly gender sensitive. Therefore, I appeal to you not to hesitate joining our college. You will find out that Teacher Education is highly fascinating and educative.

Welcome to Klerruu Teachers’ College.

JOHN V. NANDI

MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
KLERRUU TEACHER'S COLLEGE

AGREEMENT FORM: ACCEPTANCE OF COLLEGE JOINING INSTRUCTIONS

To Principal,
Klerruu Teachers' College,
P.O.Box 549,
IRINGA.

PART TO BE FILLED IN BY THE STUDENT

Thank you for letter Re. No KLERCU/GFO/VOL.II dated.....informing me that I have been selected to join Klerruu Teachers' College to pursue a Diploma in Education (Science)/Diploma in Technical Education Course.

I..... (full name), would like to inform you that I am ready to report for admission into Klerruu Teacher College and:

- a. I have read and understood all the requirements delineated in the Joining Instruction
- b. I promise to abide by and implement all the items in the Joining Instruction. I realize that if I fail to do so, I will be obliged to accept disciplinary action that will be taken against me.
- c. I promise to participate fully in all academic activities such as classes, exercise, tests, and examinations and also extra curricular activities such as sports games and self – reliance activities as required.
- d. I promise to practice and display good behaviour within the college and be an exemplary role model in the community following the prescribed Teacher Professional Code of conduct.
- e. I promise to continue reporting at Klerruu Teachers College on the dates of opening without fail and bring all the requirements with me when I report.
- f. I will return back to by parents / guardian / employer during vacation to the following address:
Name.....
Address.....
District
Region.....
Phone

Student's Signature.....Date.....

PART II PARENT / GUARDIAN / EMPLOYER

I(full name) am the parent / guardian / employer of.....(full name of student).

- 1. Confirm that the selected student is under my care and support. I agree with all the he/she promised to observe. I promise to provide psychological and emotional support him/her so as to guide him/her for smooth undertaking of the programme accordingly.
- 2. I promise to ensure that the student gets all the material and financial (fees) resources so that it is possible for him / her for get admission and completion of the programme.
- 3. I promise to cooperate with the college management and community to enable the selected student to behave consistent with the Teachers' Professional Code of conduct.
- 4. I will cooperate with the college management and entire community in taking appropriate actions towards behaviour modification of the student in the acceptable manner.

Name.....
Address..... Telephone numbers:
Landline.....
Mobile:.....Email
Address.....
District
Region.....

GOVERNMENT OF TANZANIA

REQUEST FOR MEDICAL EXAMINATION FORM

THE PRINCIPAL,
KLERRUU TEACHERS' COLLEGE,
P.O.BOX 549,
IRINGA.

DATE.....

TO: The Medical Office,
.....

RE: MR/MRS/MISS.....
(Name if Full)

Please examine the above as to his/her physical and mental fitness for a full time teacher – training course.
The examination should include the following categories (I – II) each category or sub – category of which will render the applicant ineligible in case of defect. Pregnancy (category IV) will also render a girl candidate ineligible for the course including (category V):

I

- (a) Eye sight
- (b) Hearing
- (c) Limbs
- (d) Speech
- (e) Neuroses
- (II) Pregnancy
- (III) Mental and physical fitness

- (IV) Venereal disease
- (f) Leprosy
- (g) Peptic ulcers
- (h) Epilepsy
- (i) Tuberculosis

**PART B
MEDICAL CERTIFICATE**

(To be completed by a Government Medical Officer)

I have examined the above named and consider that he/she is physically fit/unfit and mentally fit/unfit for full time teacher training course.

I.

- | | |
|---------------------------------------|---------------------------|
| (f) Eye – sight | (f) Venereal disease..... |
| (g) Hearing..... | (g) Leprosy..... |
| (h) Limbs..... | (h) Peptic ulcers..... |
| (i) Speech | (i) Epilepsy..... |
| (j) Venereal Disease..... | (j) Tuberculosis..... |
| (II) Neurosis..... | |
| (III) Other serious disease..... | |
| (IV) Mental and physical fitness..... | |

Date.....Signature.....Designation.....

Station.....Official Stamp.....

COURSE ASPECTS

I. THE PHYSICAL ASPECTS OF THE COURSE INCLUDE

- (a) Demanding physical work and exercise while training
- (b) Manual work connected with various college activities

II. THE MENTAL ASPECTS OF THE COURSE INCLUDE

- (a) Studying the theoretical part of the course several hours a day.
- (b) Planning, organizing implementing various project during the entire period of the course.
- (c) Adjusting in an environment where course demands and social pressure are high.