



MUSLIM UNIVERSITY OF MOROGORO

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JOINING INSTRUCTIONS

This is important Information for all selected students for Diploma Programs at the Muslim University of Morogoro [MUM]. This form **SHOULD NOT** be used as Official Admissions Letter.

1. Registration and Orientation

Registration and Orientation of new students will be on Monday **15th October, 2018** at 8.30am and will end on Sunday 22nd October, 2018 at 04.00pm. The venue will be ICT Complex for registration and Assembly Hall for Orientation.

2. Conditions for admission offer:

You will have to meet the following conditions before being registered as a bonafide MUM Student.

A. Academic Credentials

➤ *Direct Entry Qualifications (Form 6 graduates):*

Students selected under this scheme are required to bring the original academic certificates which certify that they have *three credit passes* at O'level Examinations and *one Principal Pass with subsidiary (or E for 2014 & 2015 graduates)* at A'level Examinations related to the program selected.

➤ *Equivalent Entry Qualifications (Diploma holders):*

Students selected under this scheme are required to bring the original academic certificates which prove that they have four passes at O'level Examinations and a recognized NTA level 4 Certificate. Certificate and Passes should relate to the course selected.

B. Other basic Attachments

Students are also required to bring original Birth Certificates, Medical Examination Reports from a registered Doctor (Copy of the Medical Form is available in our website for downloading) and four recent passport size photographs.

C. Students' Conduct

i. General Conduct.

As a student of MUM you will be required to be diligent and exemplary at all times and observe institutional Code of Conduct based on Islamic Moral values. Any antisocial behavior is not tolerated at the Muslim University of Morogoro. Please obtain your copy of Students' Code of Conduct through our website or the office of Dean of Students once you complete registration.

ii. Dress Code.

MUM observes an Islamic code of dress. There are no uniforms; however students are required to wear dresses which are exemplary. Tight, transparent or any anti-Islamic dresses are strictly prohibited for both men and women.

D. University Fees.

All students should pay their semester fees before registration period. No one will be registered without payment of fees. See the MUM fee structure below. All payments of fees and accommodation should be done through the NMB Account while other costs (Registration, ID processing fees, MUMSO donation, TCU Quality assurance) should be done through NBC account numbers below: **NOTE:** Payment of cash will not be accepted.

i. Bank: NMB
Account Name: MUSLIM UNIVERSITY OF MOROGORO
Account Number: 23210002513

ii. BANK: NBC
Account Name: MUSLIM UNIVERSITY OF MOROGORO
Account Number: 026103006147

3. Hostel Accommodation:

Offer of residence at the campus will be based on availability of rooms and on the following priority: (i) Disabled students (ii) Foreign students (iii) Female Students. MUM requires all female students to stay on campus except for special cases. Rooms shall be allocated only to those students who can show proof of

payment through the bank.

4. Equipment for students' personal use:

MUM strongly recommends students to bring with them

- An English language dictionary, and/or any other appropriate dictionary for those who take languages eg; Kiswahili, Arabic, French, Chinese, etc.
- Laptops [not desktop computers] for accessing study materials on the internet. Wireless internet is available at MUM Campus for free, and there is a large corpus of electronic books online for everyone.
- Digital Camera (for Journalism students).
- Students are required to come with one ream of paper and deposit it with the finance department.

Students are not allowed to come with: (i) T.V (ii) Radio/Radio Cassette (iii) Cooker, (iv) Electric heater.

Books: Students are required to purchase their own books for their respective programs as prescribed by program lecturers.

5. Fee Structure

a. Direct University Costs for Non-Educational & Non-Science Diplomas (Payable to the University by Student/ Student's Sponsor)

	Year 1	Year 2
Tuition Fees	920,000	920,000
University Accommodation	300,000	300,000
Admission/ Registration Fee	50,000	
Graduation fees		40,000
TCU - Quality Control	20,000	20,000
Students' Union	3,000	3,000
Identity Card	5,000	
Total	1,298,000	1,283,000

b. Direct University Costs for Diploma in Science & Laboratory Technology (Payable to the University by Student/ Student's Sponsor)

	Year 1	Year 2
Tuition Fees	1,200,000	1,200,000
University Accommodation	300,000	300,000
Admission/ Registration Fee	50,000	
Graduation fees		40,000
TCU - Quality Control	20,000	20,000
Students' Union	3,000	3,000
Identity Card	5,000	
Total	1,578,000	1,563,000

c. Direct Students Costs (Payable Directly to Students by his/her Sponsor per annum)

Meals	Books & Stationary	Field Expenses & Transport	Personal Care(Medical) & Miscellaneous expenses	Total
1,666,000	200,000	620,000	250,000	2,736,000

I wish you all the best in your academic career at MUM.

Health Insurance (Compulsory)

Each student is required to join The National Health Insurance Fund (NHIF) for personal health Insurance during the study duration. The annual membership fee for NHIF is 50,400/-. This fee should be paid to NHIF officers who will be available at MUM during orientation week or you can join direct to the NHIF offices.

Admissions Office