



UNITED REPUBLIC OF TANZANIA
MINISTRY OF NATURAL RESOURCES AND TOURISM



Tel No: +255 – 272755016
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Forest Industries Training Institute,
P. O. Box 1925,
MOSHI.

Our Ref.

Date: 20th September 2021

Dear.....

P.O. Box.....

**RE: ADMISSION FOR
IN FOREST INDUSTRIES TECHNOLOGY IN 2021/2022 ACADEMIC YEAR.**

I am pleased to inform you that you have been selected to the mentioned program for academic year 2021/2022.

Selected candidates are expected to arrive at the Institute for registration on 18th October 2021. The latest date for reporting is Friday 1st November, 2021 after which no candidate will be registered.

On arrival at the Institute please bring the following:

- a) Original certificates of academic qualifications;
- b) Original birth certificate;
- c) Pay slips for tuition fee and other costs;
- d) Medical health Insurance fee or valid NHIF membership card;
- e) Fee for uniform and practical outfits;
- f) Pay slip for accommodation if admitted in-campus;

Registration will be only made for the candidates who will meet all the above requirements (a – f). Drawings of dressing code for institute is attached herewith, and if any student will violate this, disciplinary action will be taken.

Congratulations for acquiring admission and wish you successful study at FITI.

We look forward to meet you on 18th October, 2021.

Berthan Paul

For: PRINCIPAL





JOINING INSTRUCTIONS FOR 2020/21 ACADEMIC YEAR

REGISTRATION AND ADMISSION

1. Upon arrival, you will have to officially complete registration process as per directions which will be provided;
2. Candidates are required to bring two recent coloured passport size photographs with light blue background, originals and copies of all academic certificate, result slips or transcripts, birth certificate and pay slips for tuition fee and medical capitation;
3. Tuition fee, direct institute costs and medical capitation should be paid first to enable student to proceed with registration process (see fees structure in page 5);
4. No cash payments shall be received at the Institute. All payment should be made through control number and receipt/evidence of payment shall be submitted during registration. To obtain control number kindly please call/send an SMS showing student particulars that include Full name of student as shown in his/her academic certificates, address and available mobile number of students/parents/guardians through the following mobile number: 0755771852 or 0752206305 or 0717085141;
5. Fee once paid is not be refunded;
6. All foreign students are required to get residence permit before arriving in the country.

SPECIAL INSTITUTE REQUIREMENTS

1. All students are required to have official uniform (appendix 1) and practical outfits (i.e., leather gloves, leather boots, helmets, eye and ear guards) Appendix 2. All these requirements will be obtained at the Institute from the recommended service providers;
2. All students for Ordinary Diploma are required to have laptops (recommended Core i3 CPU and 4GB of RAM) and funds for Special Project;
3. No student for Ordinary Diploma shall be admitted until he/she has these items (practical outfits & laptop);
4. All students for Technician Certificate are required also to have funds to cater expenses during Field Attachment and Ordinary Diploma to cater expenses for Special Project;
5. Expenses for reference books not in Institutes' library, stationery and calculator must be met by students;
6. All students are required to undergo medical examination and fill the attached form to ascertain their fitness for the course. The medical report must be submitted during registration;

7. All students are required to have Institute's Rules, Guidelines and Regulations after being registered.

STUDENTS' WELFARE

1. Accommodation is not guaranteed. Where provided, it will be on basis of new students first come and first served at an annual rental charged **200,000.00** Tanzania shillings. Payment should be made after a room is been secured (payment will be made in two instalments; 50% at the beginning of the first semester and 50% at the beginning of the second semester);
2. Those who will be accommodated in the Institute hostels shall be provided with beds and mattresses only. Students are therefore, required to bring with them the following:
 - (a) Pillow(s) with spare pillow covers;
 - (b) Bed sheets;
 - (c) Blankets and towels;
 - (d) Mosquito net;
3. Food will be served in the Institute dining hall by Private Caterer and expense for meals must be met by the students;
4. Selected applicants shall incur transport costs to and from the institute during their stay at FITI.

You are welcome to FITI



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REQUEST FOR MEDICAL EXAMINATION

PART A:

NAME AND ADDRESS OF THE MEDICAL CENTRE

.....

Please examine Mr. /Mrs. Ms.as to his/her fitness for admission to the Institute as full-time student.

PART B:

MEDICAL CERTIFICATE

(To be completed by Government Medical Officer)

	STATE NORMAL/NOT NORMAL
1. EYES, NOSE & THROAT
2. RESPIRATORY SYSTEM
3. GASTROINTESTINAL SYSTEM
4. CARDIOVASCULAR SYSTEM
5. CENTRAL NERVOUS SYSTEM
6. MUSCULOSKELETAL SYSTEM
7. URINARY SYSTEM
8. SKIN

I have examined the above named and consider that he/she is physically fit/not fit for intensive course of studies. (Delete whichever is not necessary)

Name of Medical Officer.....

Signature.....

Date.....

Official stamp:

FEES STRUCTURE FOR FOREST INDUSTRIES TRAINING INSTITUTE AS FROM OCTOBER 2020

Candidates selected to pursue courses offered by the Forest Industries Training Institute are required to pay tuition fee and direct Institute costs in two instalments; at least 50% of the total annual fee at the beginning of the first semester and 50% of the total annual fee at the beginning of the second semester. Fee once paid is **not refundable**. Also, the Institute reserves the right to review fees as may be appropriate. Tuition fee for courses for Tanzanian and Non-Tanzanian students (Table 1).

Table 1: Tuition fee (payable to the Institute)

SN	Programme	Level	Tuition fee for Tanzanian (TZS)	Tuition fee for Non-Tanzanian (USD)
1	Forest Industries Technology	NTA 4	800,000.00	400
		NTA 5	830,000.00	415
		NTA 6	900,000.00	450

In addition to tuition fee each candidate **must** pay the following approved direct Institute costs (Table 2).

Table 2: Direct Institute costs (payable to the Institute)

SN	Item	Level	Fees for Tanzanian (TZS)	Fees for Non-Tanzanian (TZS)
1	Registration	All levels	10,000.00	7.50
2	Identity Card	All levels	5,000.00	2.50
3	Student Union	All levels	20,000.00	10.00
4	Library services	All levels	15,000.00	7.50
5	Graduation	Level 5&6	20,000.00	15.00
6	Quality Assurance	All levels	15,000.00	7.50
7	Supervision	Level 5	50,000.00	20.00
		Level 6	100,000.00	50.00
8	ICT Services	All levels	30,000.00	15.00
9	Certification	All levels	15,000.00	7.50
10	Lab. services	All levels	10,000.00	5.00

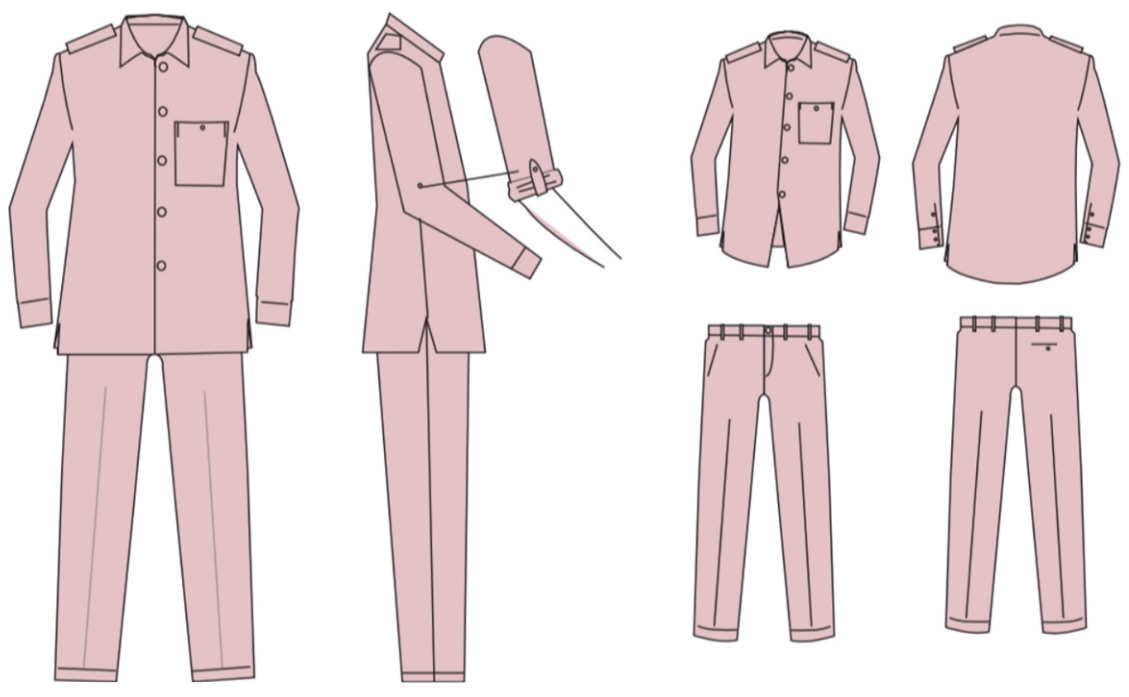
Sponsors need to consider the following recommended costs for students when making sponsorship arrangement (Table 3).

Table 3: Recommended direct students' costs (payable to student)

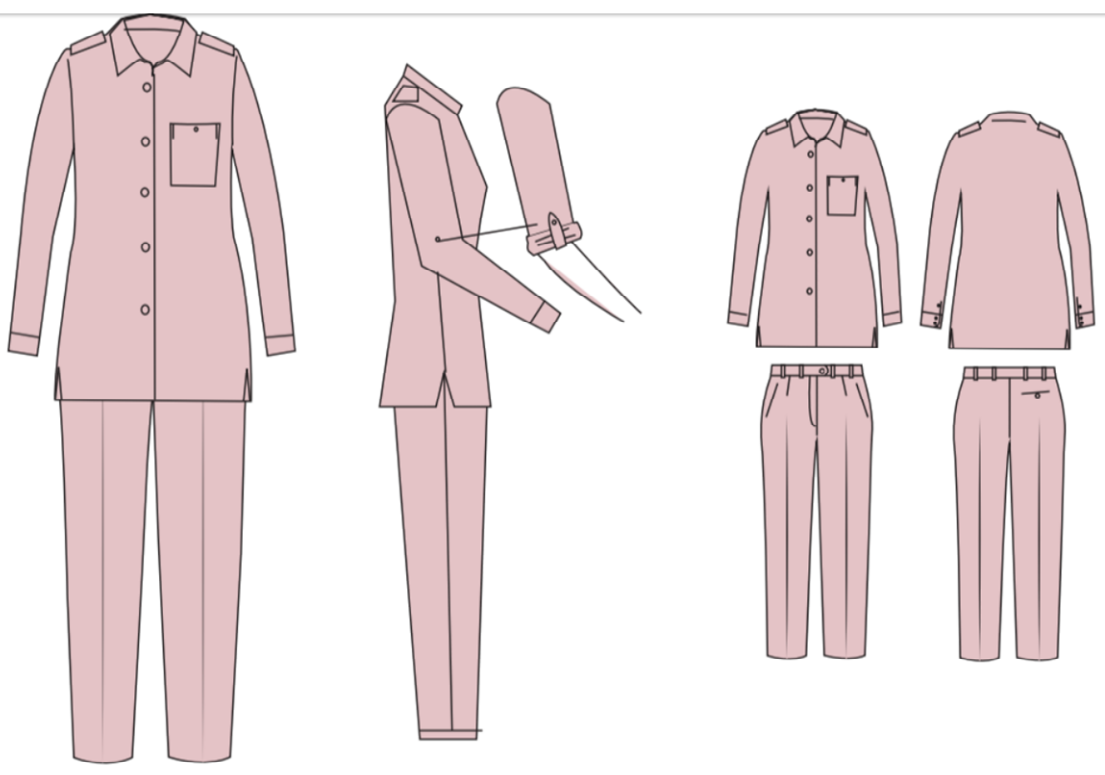
SN	Item	Level	Cost (TZS) per day	Cost (TZS) per year	Number of days per year
1	Books and Stationery	All levels		100,000.00	200
2	Meals	All levels	5,000.00		200
3	Accommodation	All levels	1,000.00		200
4	Medical capitation	All levels		50,400.00	200
5	Field attachment	Level 5	20,000.00		28
6	Special project	Level 6		150,000.00	14
7	Laptop	Level 6		500,000.00	1
8	Umbrella/rainy coat, leather gloves, leather boots, helmets, eye and ear guards	All levels		200,000.00	1
9	Practical outfit per set	All levels		50,000.00	
10	Class uniform per set	All levels		80,000.00	

Appendix 1: Official Uniform

A. Male Uniform



B. Female Uniform



C: Practical Uniform

