



BUHONGWA COLLEGE OF HEALTH AND ALLIED SCIENCES

1. BUHONGWA CAMPUS (REG/HAS/208)
2. USAGARA CAMPUS (REG/HAS/263)



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JOINING INSTRUCTIONS

ACADEMIC YEAR 2023/2024 - SEPTEMBER INTAKE

1. BASIC TECHNICIAN CERTIFICATE IN PHARMACEUTICAL SCIENCES □
2. TECHNICIAN CERTIFICATE IN PHARMACEUTICAL SCIENCES □
3. ORDINARY DIPLOMA IN PHARMACEUTICAL SCIENCES □

NAME OF THE SELECTED STUDENT:

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1. Welcome message

Congratulations for being selected to join the **Buhongwa College of Health and Allied Sciences (BUCOHAS)** in the academic year 2023/2024-SEPTEMBER INTAKE. You have made the right choice to join the family of experienced team to enlighten your career in the profession of Pharmacy and life in general.

2. Location of our Campuses

2.1. Buhongwa Campus

Buhongwa Campus is located in Buhongwa along the Lwanhima road at Maliza Street

2.2. Usagara Campus

Usagara Campus is located at Usagara, along the Kisesa highway, just after Olympic Petrol Station.

3. Date of Reporting for Registration

All selected students should report at our campuses of their choices for registration on 2nd September 2023

4.0 Tuition Fee and Administrative fees

- a) Tuition fees is 1,400,000/= for Usagara Campus and 1,500,000/= for Buhongwa Campus
- b) Tuition fees shall be paid at the beginning of each academic year or in four installments.
- c) All payments are non-refundable
- d) The first installment must be paid before or during the registration process.

- e) The administrative fees must be paid in full before or during the registration process.

4.1 Summary of Payments (FIRST YEAR STUDENTS)

S/N	TYPE OF FEES	PAYMENTS		
		SEMESTER 1	SEMESTER 2	TOTAL
1.	Tuition Fee			
	a. For Buhongwa Campus	750,000	750,000	
	b. For Usagara Campus	700,000	700,000	
2.	Administrative fees			
	a) Registration Fee	8,000	0	
	b) Identity Card	7,000	0	
	c) Student Union	10,000	0	
	d) Caution Money	10,000	0	
	e) Field Work Supervision	100,000	0	
	f) Internal Examination	200,000	0	
	g) NACTE Quality Assurance	15,000	0	
	h) Ministry of Health National Examination*	150,000*	0	
TOTAL				
a) FOR BUHONGWA CAMPUS		1,250,000	750,000	2,000,000
b) FOR USAGARA CAMPUS		1,200,000	700,000	1,900,000

*The National Examination fee may change subject to the decision made by the Ministry of Health

THE COLLEGE DOES NOT ACCEPT CASH OR MOBILE MONEY PAYMENT

ALL PRESCRIBED FEES SHALL BE PAID DIRECTLY INTO THE COLLEGE BANK ACCOUNT WRITTEN BELOW:

Account Name	Buhongwa College of Health and Allied Sciences
Bank	CRDB – Buhongwa Branch
Account Number	0150521787500

5.0 Hostels Accommodation

Hostel service is available at a cost of **150,000/=** per semester. Additional requirements for students residing in College's Hostel

- a) Pocket money for meals
- b) 1 mattress 3X6
- c) 2 Pairs of bed sheets (any colour)
- d) Pillow
- e) Mosquito net
- f) One bucket for laundry activities
- g) Other personal stuffs like laundry soap, toiletries, track suit for sports, few pairs of casual clothes, sandals, sport shoes etc.

6.0 Cafeteria Services

The College has a standard cafeteria where students are served with various meals at affordable prices.

7.0 Uniforms

All students are supposed to buy or make their own uniforms. However, they should follow the requirements listed below:

a) FEMALES

- (i) Two decent white gowns. It must be thirty centimeters (30 cm) or more below the knees
- (ii) Flat white/black shoes (open shoes or sandals are not allowed)
- (iii) Two white laboratory/clinical coats with long sleeves

b) MALES

- (i) Two white shirts with **short sleeves**
- (ii) Two pair of decent trousers- khaki colored (cotton materials). **Jeans or tight/model trousers are strictly prohibited.**
- (iii) Black or brown leather shoes (open shoes or sandal is not allowed)
- (iv) Two white laboratory/clinical coats with long sleeves

8.0 Health Insurance

All students who possess valid Health Insurance cards (e.g., NHIF, Strategies, Jubilee etc.) should come with them and show them during registration.

IMPORTANT: Those who were not subscribed to any insurance plan, should pay for NHIF students' package of 50,400/= per year during registration process.

9.0 Supplementary/Special Examination Fee

For those students who failed the End of Semester Examination (either I or II) and allowed to sit for Supplementary Examination shall be required to pay 50,000/= for each Module. The fee shall also apply for special examinations (both end of semester or continuous assessments). The fee must be paid within fourteen (14 days) from the date the results are released or from the date the student postponed a scheduled examination and seek for special one.

10.0 Discipline

All students are supposed to demonstrate good behaviors within and outside the campus as prescribed in the students' bylaws. Failure to that shall subject the offenders to appropriate disciplinary actions.

11.0 Recommended items for personal use by the students

The following items are recommended to the students, however, are not mandatory:

- a) Scientific calculator
- b) Exercise books for taking notes
- c) One rim of A4 papers for writing assignments and rough works
- d) Blue/Black Pens (about 15 pens per semester), 5 pencils, 1 ruler
- e) A basic smartphone to enable the student to access soft copies of lecture notes, e-books and internet on-the-go.
- f) Tanzania Pharmaceutical Handbook (TPH) – A manual book for student's independent studies. Available on special order at a cost of 60,000/=.

12.0 Important Documents for submission during registration

- 3.1. Dully filled Medical Examination Form (can be downloaded from our website www.bucohas.ac.tz)
- 3.2. Copy of Certificate of Secondary Education Examination or Result slip.
- 3.3. Four recent colored passport size photos
- 3.4. Original pay slip for Tuition fee and administrative fees
- 3.5. Original pay slip for hostel (for those who will need hostel)

Warning!

- **It is a criminal offense to submit false documents (e.g. Fake pay slips or certificates)**
- **No payment shall be refunded if a student withdraws, terminated, or discontinued from the college**