



UNIVERSITY OF DAR ES SALAAM

MINERAL RESOURCES INSTITUTE

P. O. Box 1696, Dodoma

Tel: +255 26 2300472

Fax: +255 26 2963003

E-mail: registrar@mri.ac.tz

Website: www.mri.ac.tz

JOINING INSTRUCTIONS

Academic Year 2021/2022

JOINING INSTRUCTIONS FOR A DIPLOMA COURSE FOR THE ACADEMIC YEAR

2021/2022

(Please tick where appropriate)

- | | |
|--|-----|
| 1. Geology and Mineral Exploration | { } |
| 2. Mining Engineering | { } |
| 3. Metallurgy and Mineral Processing Engineering | { } |
| 4. Petroleum Geoscience and Exploration | { } |
| 5. Environmental Engineering and Management | { } |
| 6. Land and Mine Surveying | { } |

Dear Mr. /Miss.....

I am glad to inform you that you have been selected for admission to University of Dar es Salaam Mineral Resources Institute where you will pursue a three-year diploma course in the selected course above. Your admission is subject to accepting and fulfilling the following conditions:

1. TRAVELLING COSTS

You will be paying your traveling costs when coming to the Institute and during your vacations. For off-campus students, they will bear their day-to-day traveling costs from their residences to the Institute and back to their residences.

2. ACCOMODATION

2.1 Dodoma Campus

Accommodation services are available at MRI Dodoma Campus premises. Interested students are required to apply for the services but allocations will be based on “**first come first served**” arena. The application form for accommodation services is attached to this document (**MRI FORM No. 6**). Students are also allowed to stay off-campus, especially those who reside in Dodoma or who can easily acquire accommodation through their relatives living in Dodoma.

2.2 Nzega Campus

Accommodation services are available at MRI Nzega Campus premises for all students who have been selected to join at Nzega Campus. It should be noted that, ALL students will stay in Campus, students are strictly not allowed to stay off-campus.

3. MEAL ALLOWANCES

Meal services are available at Institute's Cafeteria at both Dodoma and Nzega Campus. However, a student will incur his/ her own cost for this service. We advise parents, guardians or sponsors that meal allowances should range between **Tshs. 6,000/=** to **Tshs.10,000/=** per day per student. This allowance will be paid directly to student by his/her parent/sponsor/guardian.

4. NHIF

All Students shall pay an annual fee of **TShs. 50,400/=** for National Health Insurance Fund (NHIF) membership. The institute shall process the NHIF Cards upon receipt of the fee stated above. For students who are already members of NHIF, will be required to submit original and copy of such cards at the office of the Dean of students. No student will be registered if he/she have not paid NHIF fee or does not possess Valid NHIF Card.

5. STUDY MATERIALS

Every student will bear his/her own expenses for books, stationery materials, scientific calculator, field study, clothing and footwear etc. All study materials expenses will be paid directly to student by his/her parents /sponsors /guardians.

6. PERSONAL EXPENSES

Students are required to have sufficient funds to cater for their personal upkeep throughout the academic year.

7. CAUTION MONEY

Each student shall be required to deposit **Tshs. 10,000/=** as a collateral security that shall be used to recover lost or damaged Institute property.

8. IDENTITY CARD

Each student shall be required to pay Tshs. **5,000/=** per semester for the production of identity card.

9. INDUSTRIAL PRACTICAL TRAINING EXPENSES

At the end of semester II, there shall be an Industrial Practical Training (IPT) for the period of 30 to 56 days depending on the program. Students should have enough funds for transport, meals and accommodation during Industrial Practical Training as stipulated in the Institute fee structure (**See MRI Form No. 2**). All IPT expenses are payable directly to student.

10. STUDENT'S UNION MEMBERSHIP FEES

There is a students' union known as Dar es Salaam University Students Organization (DARUSO). Your registration as a student of this Institute entitles you to automatic membership to this student union as well. You will, therefore, be obliged to contribute to this organization by paying a non-refundable membership fee of **Tshs. 5,000/=**. This fee is paid at the beginning of each academic year.

11. NACTE QUALITY ASSURANCE FEE

All students are required to pay an annual fee of **TShs. 20,000/=** for NACTE Quality Assurance and Quality Control.

12. SAFETY REQUIREMENTS

MRI is committed to ensuring safety of all students. Therefore, it is mandatory that all prospective students bring with them Personal Protective Equipment (PPE) such as:

- A pair of Safety Boots
- Helmet (Hard Hat)
- Reflector Cloth
- Reflective Coverall (Overall)
- Safety Glasses
- Raincoat

Sample of PPEs



Safety Boots



Hard Hat



Safety Glasses



Reflective Coverall

Reflector Cloth



Raincoat

NOTE: You are supposed to declare the above-mentioned items during your registration. No registration will be granted in the absence of either of the above-mentioned requirements. You will be prohibited to attend any practical, field excursion or Industrial Practical Training unless you wear PPEs. SAFETY FIRST!!!!

13. REPORTING DATE

Every selected student shall report to his/her scheduled campus and NOT otherwise. The reporting date is **Monday 18th October, 2021**.

14. DEFERREMENT OF ADMISSION

Students who have been selected but cannot join the University for any reason cannot defer the admission to the next year. Such students need to apply afresh for the coming year.

15. POSTPONEMENT OF STUDIES

No student will be allowed to postpone studies after effective commencement of an academic year except under special circumstance. Permission to postpone studies will be considered after producing satisfactory evidence of the reason for postponement and written approval from the sponsor. Special circumstances shall include: sickness, serious social problems (each case to be considered on its own merit) and severe sponsorship problem.

16. PAYMENT MODE

All payments should be done online through the University Students' Academic Registration Information System (ARIS) account at <https://aris2.udsm.ac.tz/index.php> by following the steps below:

- a) Log into your ARIS account
- b) Click on MYPAYMENTS link
- c) Click on CREATE NEW PAYMENT link.
- d) Choose items you want to pay for, by clicking at the check boxes and specify the amount that you wish to pay for: then click the button SAVE and request a control number.
- e) Use the control number that system has provided after few seconds of step 4 to pay for the selected items.
- f) Use the control number to make your payment(s) at the NEAREST BANK or by Mobile – Money.

17. REGISTRATION REQUIREMENTS

All students should have the following during registration:

- (a) Original and certified copies of birth, academic certificates and transcripts. (The original will be returned after verification). Academic Certificates should include O-level (and A-level if available).
- (b) Two colored passport size photographs, (with blue background).
- (c) Original receipt of payment of Institute fees. The payable fees are attached herewith.
- (d) Admission letter for respective program
- (e) Two copies of registration forms duly filled with students' information, the names appearing on the registration forms should match the ones appearing in the O-level and A-level/diploma certificates as well as the admission letter. No additional names will be accepted.



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FEE STRUCTURE FOR NEW INTAKE IN ACADEMIC YEAR 2021/2022

PART A: DIRECT COST (PAYABLE TO UNIVERSITY)

SNo.	Fee Item	NTA LEVEL 4 (1 ST YEAR)			NTA LEVEL 5 & 6 (2 ND & 3 RD YEAR)		
		Semester I	Semester II	Total Cost	Semester I	Semester II	Total Cost
1.	Tuition Fee	450,000.00	450,000.00	900,000.00	450,000.00	450,000.00	900,000.00
2.	Registration Fee	5,000.00	-	5,000.00	5,000.00	-	5,000.00
3.	Examination Fee	50,000.00	50,000.00	100,000.00	50,000.00	50,000.00	100,000.00
4.	Caution Money	10,000.00	-	10,000.00	-	-	-
5.	Identity Card	5,000.00	5,000.00	10,000.00	5,000.00	5,000.00	10,000.00
6.	DARUSO Fee	5,000.00	-	5,000.00	5,000.00	-	5,000.00
7.	NACTE Quality Assurance Fee	20,000.00	-	20,000.00	20,000.00	-	20,000.00
8.	NHIF	50,400.00	-	-	50,400.00	-	-
Total		595,400.00	505,000.00	1,100,400.00	585,400.00	505,000.00	1,090,400.00
For Non-Tanzanian		US\$780	US\$650	US\$1430	US\$710	US\$652	US\$1362

PART B: INDIRECT COST (PAYABLE TO STUDENT)

SNo.	Fee Item	NTA LEVEL 4 & 5 (1 ST & 2 ND YEAR)			NTA LEVEL 6 (3 RD YEAR)		
		Semester I	Semester II	Total Cost	Semester I	Semester II	Total Cost
1.	Meal Allowance	1,190,000.00	1,190,000.00	2,380,000.00	1,190,000.00	1,190,000.00	2,380,000.00
2.	Accommodation Fee	100,000.00	100,000.00	200,000.00	100,000.00	100,000.00	200,000.00
3.	Industrial Practical Training Costs	-	560,000.00	560,000.00	-	-	-
4.	Final Year Project	-	-	-	50,000.00	50,000.00	100,000.00
Total		1,290,000.00	1,850,000.00	3,140,000.00	1,340,000.00	1,340,000.00	2,680,000.00
For Non-Tanzanian		US\$1748	US\$2413	US\$4161	US\$1813	US\$1747	US\$3560

**UNIVERSITY OF SAR ES SALAAM
MINERAL RESOURCES INSTITUTE**

**STATEMENT OF ACKNOWLEDGEMENT AND COMMITMENT BY PROSPECTIVE
STUDENT**

1. I acknowledge receipt of the joining instructions and confirm my acceptance of study at the Mineral Resources Institute, Dodoma/Nzega Campus (please, delete which is not applicable to you).

2. I accept registration to the Ordinary Diploma course in: *(Tick applied course for training)*.

- a) Geology and Mineral Exploration []
- b) Mining Engineering []
- c) Metallurgy and Mineral Processing Engineering []
- d) Petroleum Geosciences and Explorations []
- e) Environmental Engineering and Management []
- f) Land and Mine Surveying []

3. I confirm that my admission to University of Dar es Salaam-Mineral Resources Institute, Dodoma/Nzega Campus is on the understanding that I will complete the course I have been registered for, unless required otherwise by the Institute.

4. I confirm that during my course of study, any contributions to study costs will be paid by my parent guardian sponsor *(please tick where appropriate)*

5. I understand that I shall be required to promise solemnly to seek the truth, to study diligently, to live circumspectly, to obey the Director of the Institute and those to whom my obedience is required, to comply with the Rules and Regulations of the Institute, and in all situations, to uphold a positive image of the Institute to the public.

Names (in capital letters).....

Date.....

Signature



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**APPLICATION FOR HOSTEL ACCOMMODATION AT MINERAL RESOURCES
 INSTITUTE**

Application for Hostel Accommodation for the year 2021/2022

Semester I

Surname: _____ First/Second Name(s): _____

Date of Birth: ____/____/____(dd/mm/yyyy)

Sex: Male

<input type="checkbox"/>
<input type="checkbox"/>

Female

Campus: _____

Home address:

Town or City: _____ Mobile No: _____

Other Mobile No: _____ E-mail: _____

Course: _____ Year of studies: _____

Disability/Health Problem if any: _____

I accept the following conditions:

- ⊕ I won't occupy any room in the hostel before being authorized by the Institute (MRI).
- ⊕ Application for Hostel accommodation and associated Meals services will be treated on first come first served basis.
- ⊕ I understand that consideration of my preferences is restricted to availability of accommodation.

- ⊕ My signature indicates that I agree to my personal data being used solely by MRI for administration purposes only.
- ⊕ If false information is given this can result into being given an immediate notice of non-compliance.
- ⊕ If admitted, I agree and accept to make use of the Hostel and Dining Hall and hence I undertake to adhere to related rules and regulations. I understand that non-observance may lead me to be expelled from the hostel and termination of residence.
- ⊕ I acknowledge and agree that payments will be per semester and not per day
- ⊕ I will hand over to the Institute (MRI) a key to my room immediately at the end of the semester.
- ⊕ I won't leave any personal belongings in my room at the end of the semester i.e. at the expiry of this agreement.
- ⊕ This agreement is for Semester I, 2021/2022.

Date

Signature of Applicant

For Official Use Only

Application No. _____

Application received on: _____/_____/_____

Application Accepted: Yes
 No

Room Allocated

Dean of Students

Date _____/_____/_____

Registrar

Date _____/_____/_____