



# **UNIVERSITY OF DAR ES SALAAM**

## **MINERAL RESOURCES INSTITUTE**

**P. O. Box 1696, Dodoma**  
**Tel: +255 26 2300472**  
**Mob:+255762169587**  
**Fax: +255 26 2963003**  
**E-mail: registrar@mri.ac.tz**

## **JOINING INSTRUCTIONS**

**Academic Year 2022/2023**

# JOINING INSTRUCTIONS FOR A DIPLOMA COURSE FOR THE ACADEMIC YEAR

2022/2023

*(Please tick your appropriate course)*

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

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 are supposed to 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.

### ***4. NHIF***

Students who are not members of National Health Insurance Fund (NHIF) shall pay an annual fee of **TShs. 50,400/=** for NHIF membership. For students who are already members of NHIF will be required to verify the validity of their membership through ARIS3 during semester registration. No student will be registered if he/she is not an active member of NHIF.

### ***5. STUDY MATERIALS***

Every student will bear his/her own expenses for books, stationeries, scientific calculator, field study, clothing, footwear etc.

### ***6. 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.

### ***7. IDENTITY CARD***

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

### ***8. 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.

### ***9. 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. 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.

## ***10. NACTE QUALITY ASSURANCE FEE***

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

## ***11. 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) as listed below.

- 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*



*Reflector Cloth*



*Reflective Coverall*



*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!!!!***

### ***12. REPORTING DATE***

Every selected student shall report to his/her scheduled campus and NOT otherwise. The reporting date is **Monday 17<sup>th</sup> October, 2022**.

### ***13. DEFERMENT 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.

### ***14. PAYMENT MODE***

All payments shall be done online through the University Students' Academic Registration Information System (**ARIS3**). Instructions on how to use this system will be given soon after students report at the institute.

### ***15. 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 2022/2023

DIRECT COST (PAYABLE TO UNIVERSITY)

SNo.	Fee Item	NTA LEVEL 4 (1 <sup>ST</sup> YEAR)			NTA LEVEL 5 & 6 (2 <sup>ND</sup> & 3 <sup>RD</sup> 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	50,400.00	-	50,400.00
9.	Accommodation Fee	100,000.00	100,000.00	200,000.00	100,000.00	100,000.00	200,000.00
<b>Total (Tsh.)</b>		<b>695,400.00</b>	<b>605,000.00</b>	<b>1,300,400.00</b>	<b>685,400.00</b>	<b>605,000.00</b>	<b>1,290,400.00</b>

**UNIVERSITY OF DAR ES SALAAM  
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**STATEMENT OF AKNOWLEDGEMENT AND COMMITMENT BY PROSPECTIVE  
STUDENT**

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1. I acknowledge receipt of the joining instructions and confirm my acceptance of study at the University of Dar es Salaam- 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 applicable)*
  
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**

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*Application for Hostel Accommodation for the year 2022/2023*

*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, 2022/2023.

\_\_\_\_\_

**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 \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_