

RUAHA CATHOLIC UNIVERSITY

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TANZANIA



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12th, JULY 2024

RE: JOINING INSTRUCTIONS FOR STUDENTS SELECTED IN NON-DEGREE (CERTIFICATE AND DIPLOMA) PROGRAMS FOR YEAR 2024/2025

Congratulations on your acceptance to join Ruaha Catholic University (RUCU)! We are happy to welcome you to our academic community. We hope your time at RUCU will be both enjoyable and successful, and we look forward to supporting you throughout your educational journey. Karibu Sana.

1. LOCATION

Ruaha Catholic University (RUCU) is located at the center of Iringa Municipality, adjacent to the NMB bank Mkwawa Branch, which is along the Iringa - Dodoma Road. For those coming through Iringa bus terminal (Igumbilo), RUCU is about 11KM in Iringa town. For those coming through Dodoma Road should drop at Kihesa bus stand.

2. DATE OF ARRIVAL AND REGISTRATION

You are required to report at RUCU from **30/09/2024** ready for registration starting on **01/10/2024** to **08/10/2024**. Failure to do so will lead to your place being forfeited and be offered to another candidate.

Note: If you report on Saturday or Sunday, please, call 0763020927 or 0754578844 or 0769384216 for assistance.

3. REQUIREMENTS FOR REGISTRATION

For the purpose of registration, you must bring with you the following:

- a) Originals of Certificates of Secondary Education Examination (O'Level Result slip) or Diploma Certificate for applicants with equivalent applications.
- b) Original Birth Certificate

A. TUITION FEE PAYMENT

- i. The fee structures for all programmes are found in the RUCU website; www.rucu.ac.tz. Please visit the website for more information. Bring with you **evidence for payments made**, including Pay in Slips and texts. Note that, Cheques, cash, faxes, scanned pay in slips and emails of confirmation of payments **are not acceptable**.
- ii. Fees paid will not be refunded when a student withdraws or leaves the university without permission.
- iii. However, if a student receives prior permission from the Deputy Vice Chancellor for Academic Affairs to withdraw from studies within the first two weeks of the academic year or semester, fifty percent of fees will be refunded.
- iv. Tuition fees are paid in four instalments. For further clarifications, call 0712 601 060 OR 0736 500 292

It is an offence to submit false information for admission consideration. Cases of impersonation and falsification of documents discovered either during registration or afterwards will lead to automatic cancellation of admission and will be reported to competent authorities for appropriate punitive action.

4. STUDENTS UNDER EMPLOYMENT

All students who are employed (in service) are advised to settle their release from duties from their respective employers before reporting to RUCU.

5. STUDY PERMIT

Foreign students are required to apply for Study Permits from their nearest Tanzanian Embassy before they depart for Tanzania.

6. HEALTH

Every student must be a member of a National Health Insurance Scheme or otherwise has to pay TZS. 50,400/= during registration to be a member of National Health Insurance Fund (NHIF)

7. RESIDENTIAL ACCOMMODATION

``First Pay, First Served``. Rooms are limited. Students interested in staying at RUCU Hostels can pay the accommodation fee of 350,000/= per year. Please call 0717454595 or 0679271590 for more clarification and for reservation.

8. TEACHING AND LEARNING FACILITIES

RUCU is one of the best Universities in Tanzania with very modern teaching and learning facilities such as digital library and computer labs. However, you are encouraged to come with your smartphone and laptop for your personal studies outside the library or computer labs. Please be informed that RUCU is located in Iringa town an area with good network connectivity and reliable electricity, thus making it a conducive environment for learning.

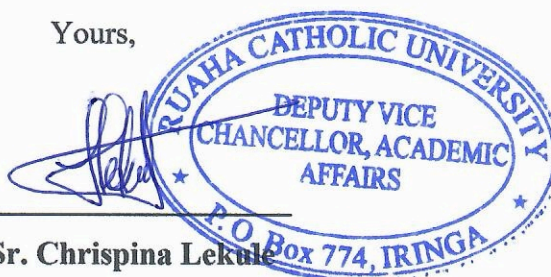
9. WORSHIP

RUCU acknowledges and respects each individual's right to worship. To support this, the university provides suitable facilities for religious services and prayers for all faiths. In addition to the on-campus facilities, our location in Iringa town offers easy access to various churches and mosques. These places of worship, representing different denominations, are within walking distance from the university, allowing students to engage with the broader community for their religious practices.

10. COMMUNICATION

Students registered at RUCU are required to regularly consult notice boards, website (www.rucu.ac.tz) for any information that may have a bearing in their academic and social impact for their stay at RUCU, such as timetable and any other information that may call for some immediate action.

Yours,



Prof. Sr. Crispina Lekule

Deputy Vice Chancellor for Academic Affairs