

# RUAHA CATHOLIC UNIVERSITY

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Date: 24<sup>th</sup> July, 2023

## RE: JOINING INSTRUCTIONS FOR SELECTED STUDENTS AT RUCU FOR THE ACADEMIC YEAR 2023/2024

I take this opportunity to congratulate you for being selected to join RUCU and warmly welcome you to study at Ruaha Catholic University. I wish you a happy and successful stay at RUCU.

*All selected applicants are required to read, understand and abide to the instructions outlined below.*

### 1. LOCATION

Ruaha Catholic University (RUCU) is located in the center of Iringa Municipality, adjacent to the NMB bank Mkwawa Branch, which is along the Iringa - Dodoma Road. For those coming from other regions through Igumbilo bus terminal, RUCU is about 11km in Iringa town.

### 2. DATE OF ARRIVAL AND REGISTRATION

You are required to report at RUCU from **09. 10. 2023 to 13. 10. 2023** ready for registration starting on **10. 10. 2023**. Failure to do so will lead to your place being forfeited and offered to another candidate. You are required to report at the University during working hours; 08:00am – 5:00pm from Monday to Friday.

*Note: If you report on Saturday or Sunday, please, call 0769947976 or 0769384216 for assistance.*

### 3. REQUIREMENTS FOR REGISTRATION

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

- Original Certificates of Secondary Education Examination (“O” Level)
- Original Certificate of Birth.
- White Gum Boot and White Lab Coat – **Only for Pharmaceutical, Medical Laboratory and Environmental Sciences.**

#### A. TUITION FEE PAYMENT

- Bring the **original pay in slip** with you. Cheques, cash, faxes, scanned pay in slips, emails and texts of confirmation of payments and any other form of payments are not acceptable.
- Fees paid will not be refunded when a student withdraws or leaves the university without permission.
- However, if a student receives prior permission from the Deputy Vice Chancellor for Academic Affairs to withdraw or to be away from the university and provided that the application in writing to withdraw or to be away from the university is submitted within two weeks of the academic year or semester, fifty percent of fees may be refunded.
- Tuition fees are paid by 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 telephone numbers 0717454595 and +255-26-2702431 for more clarification.

#### 8. TEACHING FACILITIES

RUCU is among the **best** Universities in Tanzania with very modern teaching and learning facilities. RUCU is located in a very conducive learning environment of Iringa Municipality. You are highly advised to have a smartphone or laptop for your academic life.

#### 9. WORSHIP

RUCU recognizes the individual's right of worship. Students are there for advised to use the facilities available for religious services within and outside the campus without interfering academic activities.

#### 10. COMMUNICATION

Students registered at RUCU are required to regularly consult notice boards, website ([www.rucu.ac.tz](http://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,



**Dr. FESTO W. GABRIEL**

**Depute Vice Chancellor for Academic Affairs**

