

STUDENT FEES, DEPOSITS, AND OTHER CHARGES

TYPICAL STUDY COSTS

The TABLE below provides estimates of the typical costs to pursue a three-year first-degree programme at the University (in TSH). Of course, actual costs will vary depending upon the specific characteristics and needs of the student and degree programme pursued. This information is presented “for information only” to potential students and their sponsors. More specific cost information is provided later in this section of the University Prospectus.

TYPICAL COSTS FOR A THREE-YEAR FIRST-DEGREE PROGRAMME				
TYPE OF COST	YEAR 1	YEAR 2	YEAR 3	TOTAL
ADMISSION COSTS				
Application Fee	30,000	0	0	30,000
Entrance Examination Fee	20,000	0	0	20,000
SUBTOTAL	50,000	0	0	50,000
DIRECT STUDY COSTS				
Tuition Charges	1,750,000	1,750,000	1,750,000	5,250,000
Student Computer Fee	150,000	150,000	150,000	450,000
Caution Deposit	50,000	0	0	50,000
Student Activity Fees	18,000	18,000	18,000	54,000
Grade Report*	5,000	5,000	5,000	15,000
Graduation Fee	0	0	20,000	20,000
SUBTOTAL	1,973,000	1,923,000	1,943,000	5,845,000
INDIRECT STUDY COSTS				
Meals**	882,000	882,000	882,000	2,646,000
Accommodation**	378,000	378,000	378,000	1,134,000
Special study Expenses***	90,000	130,000	500,000	720,000
Books, Stationery, Supplies	300,000	300,000	300,000	900,000
Personal Care Items and Other				
Misc.Expenses	100,000	100,000	100,000	300,000
Transportation****	40,000	40,000	40,000	120,000
	1,790,000	1,830,000	2,200,000	5,820,000
SUB TOTAL				
GRAND TOTAL (in TSH)	3,766,000	3,756,000	4,146,000	11,668,000

SPECIAL NOTES

* **Grade Report**

Many sponsors require that an annual grade report be sent directly to them regarding the academic progress of their sponsored student.

** **Meals & Accommodations**

This represents the estimated cost for a student's meals and accommodation (based upon a 3500 and 1,500 TShs. budget per day at 252 days per academic year, respectively). Limited accommodation is available on campus. Priority will be given to first-year and foreign students. Off-campus accommodation is available in the neighbourhood of the campus.

*** **Special Study Expenses**

This represents the estimated cost of:

- (a) special equipment or resources when beginning a programme of studies,
- (b) various forms of off-campus studies, **and**
- (c) Research and/or internship expenses.

**** **Transportation**

This represents the estimated travel costs for a student from the Arusha/Moshi area, travelling to and fro Iringa at the beginning and end of semesters.

For further assistance, please consult with members of the University Finance Department using the following contact information:

By mail: ***The Chief Financial Officer
Tumaini University at Iringa
P.O. Box 200
Iringa, Tanzania, EAST AFRICA***

Telephone: ***(0)26 272-0905***

Telefax: ***(0)26 272-0904***

E-mail: ***iuco@tumaini.ac.tz***

TUITION CHARGES

The payment of tuition is a contract between the student and the University to provide higher education in exchange for payment of tuition. The TABLE below presents tuition charges for the 2010-2011 academic year. Amounts in the table below are stated in Tanzanian Shillings (TSH). More detailed explanations of the tuition charges (and related issues) are provided in the associated footnotes and accompanying text following this table.

TUITION 2010-2011 Academic Years	Footnote f/n	1 st SEMESTER		2 nd SEMESTER		TOTAL
		1 st Due 08-NOV	2 nd Due 03-JAN	3 rd Due 04-APR	4 th Due 1-JUNE	
POST-GRADUATE DEGREES						
Masters Programmes	N-TZ	750,000	500,000	750,000	500,000	2,500,000
	ISIA	960,000	640,000	960,000	640,000	3,200,000
MBA(1 Year)	ISOA	1,470,000	980,000	1,470,000	980,000	4,900,000
MBA Executive		1,275,000	850,000	1,275,000	850,000	4,250,000
International Students		1,275,000	850,000	1,275,000	850,000	4,250,000
Repeat Fee (per credit hr)	ISIA	2,176,500	1,445,000	2,167,500	1,445,500	7,225,000
	All	36,000	0	36,000	0	N/A
POST-GRADUATE DIPLOMAS (PGD) Education Administration, Management						
Full time Students	All	550,000	370,000	555,000	370,000	1,850,000
Repeat Fee (per credit hr)	All	45,000	0	45,000	0	N/A
THEOLOGY PROGRAMMES						
Bachelor of Divinity	T-SZ	525,000	350,000	525,000	350,000	1,750,000
	T-TZ	525,000	350,000	525,000	350,000	1,750,000
	ISIA	600,000	400,000	600,000	400,000	2,000,000
	ISOA	1,050,000	700,000	1,050,000	700,000	3,500,000
Repeat Fee (per credit hr)	All	42,000	0	42,000	0	N/A
Diploma in Theology	T-SZ	180,000	120,000	180,000	120,000	600,000
	T-TZ	180,000	120,000	180,000	120,000	600,000
	ISIA	450,000	300,000	450,000	300,000	1,500,000
Repeat Fee (per credit hr)	ISOA	540,000	360,000	540,000	360,000	1,800,000
	All	15,000	0	15,000	0	N/A
OTHER FIRST DEGREE PROGRAMMES: Business Administration, Counseling, Education (Math), Cultural Anthropology and Tourism, Journalism, Law						
Other First Degrees	TZ	525,000	350,000	525,000	350,000	1,750,000
	ISA	660,000	440,000	660,000	440,000	2,200,000
	ISO	1,050,000	700,000	1,050,000	700,000	3,500,000
Repeat Fee (per credit hr)	ALL	45,000	0	45,000	0	N/A

DIPLOMA PROGRAMMES						
Full Time Students	All	360,000	240,000	360,000	240,000	1,200,000
Part Time (per credit hr)	All	54,000	0	54,000	0	N/A
Repeat Fee (per credit hr)	All	30,000	0	30,000	0	N/A
CERTIFICATE PROGRAMMES: Business Administration, Cultural Anthropology and Tourism, Law, Information & Communication Technology (ICT)						
Full Time Students	All	270,000	180,000	270,000	180,000	900,000
Part Time (per credit hr)	All	42,000	0	42,000	0	N/A
Repeat Fee (per credit hr)	All	23,000	0	23,000	0	N/A

See following footnotes (f/n) for this table, defining the various tuition categories.

Footnotes (f/n)

TUITION CATEGORIES:

- ISIA** International students **from inside Africa** (non-Tanzanian)
ISOA International students **from outside Africa** (non-Tanzanian)
N-TZ **Tanzanian** students in non-theology degree programmes
T-SZ Theology Students sponsored through ELCT dioceses within the **“Southern Zone”** of Tanzania (being Iringa Diocese and contiguous dioceses)
T-TZ Other **Tanzanian** theology students



Students studying in the Library

FEES, DEPOSITS, AND OTHER CHARGES

The TABLE below summarizes the fees, deposits, and other charges for the 2010-11 academic year. Amounts in the table below are stated in Tanzanian Shillings (TSH). More detailed explanations of these other fees, deposits and charges and related issues are provided in the associated footnotes and accompanying text following this table.

F E E S , D E P O S I T S 2010-11 Academic Years	Foot-notes f/n	1st SEMESTER		2nd SEMESTER		TOTAL
		1st Due 08-NOV	2nd Due 03-JAN	3rd Due 04-APR	4th Due 01-JUN	
ANNUAL FEES						
Dormitory Fees	(a)	113,400	75,600	113,400	75,600	378,000
ICT Services charges	(b)	37,500	37,500	37,500	37,500	150,000
Student Activity Fee	(c)	9,000	0	9,000	4,500	18,000
Grade Report Fee	(d)	0	0	0	5,000	5,000
Total Annual Fees		159,900	113,100	159,900	118,100	551,000
DEPOSITS						
Caution Deposit	(e)	50,000	N/A	N/A	N/A	50,000
SPECIAL CHARGES						
Application Fee - ELCT	(f)	N/A	N/A	N/A	N/A	10,000
Application Fee - Other	(f)	N/A	N/A	N/A	N/A	20,000
Entrance Exam Fee	(g)	N/A	N/A	N/A	N/A	10,000
Registration Deposit	(h)	N/A	N/A	N/A	N/A	200,000
Late Payment Fee	(i)	10,000	10,000	10,000	10,000	40,000
Special Exam Fee	(j)	N/A	N/A	N/A	N/A	10,000
Supplementary Exam Fee	(k)	N/A	N/A	N/A	N/A	20,000
Graduation Fee	(l)	N/A	N/A	N/A	N/A	20,000
Course Auditing Fee <i>[per credit hour]</i>	(m)	N/A	N/A	N/A	N/A	35,000
Transaction fee	(n)	N/A	N/A	N/A	N/A	3,000

See following footnotes (f/n) for this table, explaining the various fees, deposits, and other charges.

FOOTNOTES (F/N)

- a. **Dormitory Fees.** The payment of dormitory fees is a contract between the University and student to provide accommodations in exchange for payment of dormitory fees.

POLICY on Dormitory Fees. These are fees payable in four instalments during the academic year. Please note that the University no longer offers a “meal plan” to resident students. Cooking is strictly prohibited in the dormitories or elsewhere on campus. Individuals found cooking on campus are subject to disciplinary action. A select number of independent meal providers have been permitted to offer meal services on campus, and other meal providers are located near campus. Please note the requirements of University housing policies below.

POLICY on Off-Campus Residence. All first-year and foreign students are advised to live on-campus. Limited accommodation is available on campus. Priority will be given to first-year, foreign and special needs students. Off-campus accommodations are available in the neighbourhood of the campus. Students moving off-campus during the academic year may not receive a refund of dormitory fees previously assessed and paid.

- b. **ICT Service charges.** These are fees payable in four instalments during the academic year. The student computer fee supports the University’s substantial investment in ICT equipment and student services.
- c. **Student Activity Fee.** These are fees payable in four instalments during the academic year. The student activity fee is designed to provide financial support to student recreational activities, events, and associations that do not satisfy an academic requirement. The funds are assessed and collected by the University and allocated to Tumaini University Student Organization of Iringa University College (TUSO-IUCo) for administration. The student activity budget and the actual fee disbursements and allocations are instituted by TUSO-IUCo in consultation with University Executive Management.
- d. **Grade Report Fee.** Many sponsors require that an annual grade report be sent directly to them regarding the academic progress of their sponsored student. A fee must accompany each grade report request. Grade reports can be provided directly to other parties (e.g. sponsors or parents) if the student signs a release form providing adequate contact information for the recipient and the fee is paid. Grade reports will not be issued until all fees, deposits, and other outstanding charges have been fully paid.
- e. **Caution Deposit.** A caution deposit is required from each student at the beginning of the academic year. If the deposit is depleted during the year, the student must restore the balance. Any unused amount at the end of the academic year is carried over to the next academic year. The account must

- be fully restored at the beginning of each academic year. Unless specified otherwise by the payer of the deposit, the student shall receive any remaining balance upon separation from the University. Students cannot be granted loans for any purpose against their deposit balance. Student personal costs (e.g. medical or travel) cannot be assessed against the caution deposit.
- f. **Application Fee.** An application fee must accompany the application form in order for the student application to be considered by the University for acceptance. Application fees cannot be applied against tuition fees for applicants that are accepted. Theology candidates sponsored through an ELCT diocese are charged an application fee of 10,000 TSH. All other study candidates are charged an application fee of 30,000 TSH.
 - g. **Entrance Exam Fee.** This is a fee charged to cover the expenses of providing entrance exams to candidates seeking admission to University academic programmes.
 - h. **Registration Deposit.** Admission to a particular degree programme is “provisional” (not assured) until the non-refundable registration fee is paid. The deposit is applied to tuition for the first semester, and assures that candidate’s place in that faculty.
 - i. **Late Payment Fee.** Payments of student fees and deposits must be received in the University bank account by the first day a student is permitted to register for classes that semester. A late fee will be assessed for any balance remaining after that date indicated in this chart. There is no payment “grace period”.
 - j. **Special Exam Fee.**
 - k. **Supplementary Exam Fee.** This is a fee charged per course to cover the expenses of providing Supplementary exams to students pursuant to current academic policies. Supplementary exams are administered to students who have failed to pass a course.
 - l. **Graduation Fee.** The graduation fee covers the rental of graduation gowns, printing costs for degree certificates, and other direct graduation costs. This fee will be assessed at the beginning of the last academic semester before graduation.
 - m. **Course Auditing Fee.** An individual can pay the course-auditing fee (35,000 TSh. per credit hour) to audit a course at the University. The individual must meet University admission criteria, is admitted on a space-available basis only, does not sit for the final exam, and receives no academic credit for the course. *For additional information, please consult the appropriate academic regulations.*
 - n. **Transaction fee** The University will not honour requests from a student (beneficiary) to refund or make any transfer whatsoever if they are not the original depositor of the funds. *The depositor (sponsor) is legitimate instructor in the treatment of any excess on the funds remitted.*

GENERAL POLICIES

PAYMENT OF FEES, DEPOSITS, AND OTHER CHARGES:

Payment of fees, deposits, and other charges are a contract between the student and the University. All fees, deposits, and other charges due at each payment instalment must be paid by the date indicated. If any unpaid balance remains after the due date for that instalment, a late fee will be assessed. The student may have an agreement with a sponsor to pay fees and deposits on behalf of the student. However, it is the responsibility of the student to pay all fees and deposits in a timely manner. Only students who have paid their fees, deposits, and other charges can register and attend classes, sit for exams, and graduate from the University. Failure to pay fees and deposits on a timely basis may discontinue the student from further studies (including the sitting for final exams), regardless of any agreement between the student and their sponsor.

NON-REFUNDABLE:

All University fees and charges are non-refundable, unless specifically stated in the policies below that such fee or charge is refundable.

MANDATORY PAYMENTS:

All University fees, deposits, and charges are mandatory payments unless specifically stated in the policies below that such fee, deposit, or other charge is optional.

INFORMATION ON UNIVERSITY REVENUE/EXPENDITURES AND BUDGETED/ACTUAL COSTS:

University considers information on revenues, expenditures and budgeted and actual costs to be proprietary to the Board of Directors.

SETTING OF FEES, DEPOSITS, AND OTHER CHARGES:

All University fees, deposits, and other charges are set by the Board of Directors, upon recommendation of the Board's Finance & Planning Committee and University Management.

PENDING FINANCIAL CLAIMS:

Financial claims by students or sponsors must be raised on a timely basis. Financial claims from a specific academic year must be raised (in writing to the Chief Financial Officer) within the first semester of the subsequent academic year, or any such claim will not be considered.

CHANGES TO PROVISIONS:

The University reserves the right to change any fees, deposits, and other charges, or any other provisions of this section on “Fees, Deposits, and Other Charges” without prior notification to the student or their sponsor. Any such changes may have immediate effect.

SPECIAL NOTE: STUDENT HEALTH INSURANCE

Students must present the original copy of their health insurance policy to the University when registering. The health insurance must cover the student for at least the full semester of their education for which they are registering. Students will not be allowed to register or continue attending classes without proof of valid health insurance.



Tumaini University, Iringa University College Merchandise available in Iringa

PERSONAL AND STUDY EXPENSES

SPONSORS PLEASE NOTE: Students must bear the cost of their personal and study expenses: meals, accommodations, books, stationary, supplies, personal care items, other miscellaneous expenses, travel, and **study expenses** which are part of their degree programme (special equipment, off-campus studies, internships, research papers, etc.). **These expenses are not covered by the fees, deposits, or other charges collected by the University.**

ESTIMATED STUDENT EXPENSES

Estimated student personal and study expenses have been provided below to assist sponsors in assessing a student's other financial needs. Actual expenses incurred by a particular student will vary depending upon the degree program, year of study, distance from their residence, and other factors. Also, expenses for spouses or other dependents of the student are not included in these estimates.

ESTIMATED STUDENT EXPENSES	Foot-notes f/n	1 st SEM.	2 nd SEM.	TOTAL
		Sep-Jan	Mar-Jul	
Meals	(m)	441,000	441,000	882,000
Accommodation	(n)	189,000	189,000	378,000
Books, Stationery, Supplies	(o)	150,000	150,000	300,000
Personal Care Items	(p)	50,000	50,000	100,000
Other Misc. Expenses	(q)	20,000	20,000	40,000
Special Equipment (Start of programme)	(r)	250,000		250,000
Off-Campus Studies/Practicum	(s)	250,000		250,000
Internships/Research Papers (Senior year only)	(t)	500,000		500,000
Block Teaching Practice (final year B.Ed. only)	(u)	500,000		500,000

See following footnotes (f/n) for this table, defining the various estimated student expenses.

FOOTNOTES (F/N)

- m. **Meals.** This represents the estimated cost for a student's meals, based upon a budget of 3,500 TSh. per day (with 252 days in each academic year).
- n. **Accommodations.** This represents the estimated cost for a student's accommodations, based upon a budget of 1,500 TSh. per day (with 252 days in each academic year). Students are advised to spend their first year on-campus in a dormitory, whereas the costs for off-campus housing are slightly higher than this indicative. Students can move off-campus in their subsequent years and provide for their own accommodations.
- o. **Books, Stationery, Supplies.** The estimate for books, stationery, and supplies is based upon information gathered from a sample of students in various degree programmes, and consultations with faculty deans and department heads.
- p. **Personal Care Items.** The estimate for personal care items is based upon information gathered from a sample of students in various degree programmes.
- q. **Other Miscellaneous Expenses.** The estimate for miscellaneous expenses is based upon information gathered from a sample of students in various degree programmes.
- r. **Special Equipment.** Some degree programmes recommend that students purchase special equipment or resources at the beginning of their studies (e.g. scientific calculators for education students, financial calculators for business students, special dictionaries/reference books for law and theology students, camera, recorder, etc. for journalism students, etc.).
- s. **Off Campus Studies.** Each degree programme includes various opportunities for off-campus studies (e.g. practicum, off-site observations, student teaching, work studies, field trips, etc.).
- t. **Student Internships and Research Papers (Senior students only).** Some degree programmes require major research papers and/or internships. Students in these programmes must bear the additional costs associated with these activities. Research and internship costs can include, but are not necessarily limited to, research costs, printing costs (typing, printing, stationery, binding, etc.), travel (depending where the student chooses to conduct their research), and living expenses (also dependent upon the location of the internship or research).
- u. **Block Teaching Practice (for final year B.Ed. Math students only).** Each final year B.Ed. (Math) student is supposed to go through a 12-week block teaching practice programme whereby the students are posted to various secondary schools which offer Advanced level mathematics.

PAYMENT OF FEES AND DEPOSITS

Payments of fees, deposits and other charges must be made payable to “Tumaini University at Iringa”, and can be executed in the following five methods:

I. “EASY-PAY” (Deposit at any NBC Bank):

WELCOME to the EASY way to make ALL your University payments:
Making payments to TUMAINI UNIVERSITY AT IRINGA is as easy as visiting your local NBC Ltd. Bank... **anywhere in Tanzania!**

Accepted at any NBC Ltd. Branch Bank in Tanzania!

No wire transfer charges!

Same day credit for payment!

No more travel worries carrying large sums of cash!

HERE'S HOW to make an “EASY-PAY” deposit:

- 1) Visit any NBC Ltd. Branch Bank in Tanzania.
- 2) Prepare a deposit slip, clearly printing (in BLOCK LETTERS) the following information:
 - (a) Account Name: **TUMAINI UNIVERSITY AT IRINGA**
 - (b) Account Number: (select one)
 - **NBC-TSH.: 028-103-000-152**
 - **NBC-US\$: 028-105-000-246**
 - (c) Write an explanation for your payment on the form and print your full name: For example,

“STUDENT FEES FOR PAUL MUSA”

- 3) Present your cash and the deposit slips to the cashier, and explain:
“I would like to make a deposit to Tumaini University at Iringa.”
- 4) Be sure to get a receipt accurately summarizing your transaction and identifying the branch name of that NBC Ltd. Bank.
- 5) When you arrive at the University, present a copy of your receipt to the Finance Department. You will receive payment credit when your deposit is verified to the University bank statement.

OTHER PAYMENT OPTIONS:

II. Send BANK TELEPHONE TRANSFERS or WIRE TRANSFERS to:

Bank: **NBC Ltd. Bank**
Branch: **Iringa Branch**
Address: **Iringa Tanzania**
EAST AFRICA

Swift Code: **NLCBTZTX**

Account Name **Tumaini University at Iringa**

Account Number: **028-103-000-152 (TSH.)**
(select one) **028-105-000-246 (US\$)**

Bank Telephones: **(0)26 270-2900**
(0)26 270-0256

Bank Telefax: **(0)26 270-2371**

E-mail Address: **iringa@nbctz.com**

III. Send POSTAL or EMS MONEY ORDERS to:

Tumaini University at Iringa	<i>University Phone:</i>	(0)26 272-0900
Attn: Finance Department	<i>University Fax:</i>	(0)26 272-0904
P.O. Box 200	<i>University E-mail:</i>	
Iringa, Tanzania	iuco@tumaini.ac.tz	
East Africa	IUCo1993@yahoo.com	

IV. BANK DRAFTS IN US DOLLARS

Made by sponsors or students **from foreign banks** if the payment is pre-approved in writing by the Finance Department. The sponsor or student must clearly identify the sending bank by providing the required contact information (bank name, name of contact at bank, address, phone number, and e-mail address), and the payment must be confirmed with the sending bank in advance by the Finance Department. Any transaction charges assessed by clearing or depository banks must be charged against the draft or paid by the student.

V. CASH PAYMENTS of 20,000 TSH. or LESS

Made in person at the Finance Department. Be sure to retain your copy of the University receipt as evidence of your cash payment. See note below regarding larger cash payments and personal drafts.