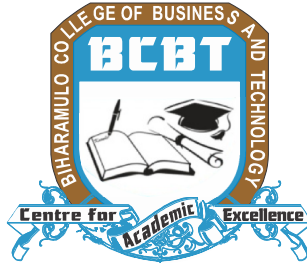


BIHARAMULO COLLEGE OF BUSINESS AND TECHNOLOGY



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P.O. Box 36,
Biharamulo
KAGERA

Mail: bcbtcollege@gmail.com.
info@bcbtcollege.ac.tz
principal@bcbtcollege.ac.tz

WEBSITE: www.bcbtcollege.ac.tz

Two passports
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NACTE REGISTRATION NUMBER REG/ BTP/121P

APPLICATION FORM

This form should be completed using Block letters and returned to the Admission office

WARNING

It should be noted that it is an offence to submit false information when applying for admission. Applicants who will be discovered to have submitted forged certificate or any other such information shall not be considered and appropriate legal action will be taken against them.

SECTION A: Personal particulars

Surname:First name:

Middle Name:

Gender: Date of birth:Place of birth.....

Marital status: Permanent Address:

Contact Tel: Email:

Occupation:

Name and address of the person to be notified in case of emergency (Next (Kin)

Name.....Address:

Phone No:Email:.....

SECTION B: Education background

Primary school.....

Year of Graduation.....

CERTIFICATE OF SECONDARY EDUCATION (CSEE)

School.....

Year of Graduation.....

Division.....

Examination of Authority.....

S/N	SUBJECT	GRADE	REMARK
1			
2			
3			
4			
5			
6			
7			
8			
9			

ADVANCED CERTIFICATE OF SECONDARY EDUCATION (ACSEE)

School.....
Year of graduation.....
Division

S/N	SUBJECT	GRADE	REMARK
1			
2			
3			
4			
5			

Other qualifications, for example CERTIFICATE/DIPLOMA or Equivalent Institution.....
Year of Graduation.....
Award.....
Award
Board.....

SECTION C: Course applied

The Institute provides the following course in both certificate and diploma: please indicate your choice below.

- ❖ Certificate in Information and communication Technology (ICT)
- ❖ Certificate in Business administration
- ❖ Diploma in Information and communication Technology (ICT)
- ❖ Diploma in Business Administration

Indicate the Course choice of your preference

Your choice.....

FEE STRUCTURE

S/N	PROGRAM	TUITION FEE	INSTALLMENTS
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		PROGRAM	PER YEAR	1 st	2 ND
		DURATION		SEMESTER	SEMESTER
		NACTE			
1	CERTIFICATE	1 YEAR	800,000	400,000	400,000
2	DIPLOMA	2 YEARS	860,000	430,000	430,000

OTHER EXPENSES	
Caution Money	20,000
Identity Card	10,000
Assessment and Examination Fee	50,000
Stationery	20,000
Student Organization	10,000
Graduation fee	100,000
Application form	10,000
Registration fee (NACTE)	20,000
NACTE Quality Assurance Fees	20,000
Hostel Fees Tshs. 157,500/= per Semester. NB. That amount does not cover meal allowance.	315,000

APPLICATION FORM ATTACHMENTS

The following particulars must be attached with your applications (if application is to be considered)

1. One well filled application form
2. Two colored passport size
3. One copy of O' level/ A 'level certificate or equivalent qualifications

SECTION F: Other Regulations

- i) This form is invalid if application fee is not paid for Tshs. 10,000/=
- ii) You are required to pay Tsh. **20,000/= NACTE** non-refundable Registration fee.

Note: Application form and Registration form will be paid to account name

BIHARAMULO COLLEGE OF BUSINESS AND TECHNOLOGY with account Number **0152430871400 CRDB BANK** and submit their respective Pay in slips to the Institute **BURSAR/ACCOUNTANT**.

SECTION G: Student Declaration

I declare that all information given above and enclosed documents are true and genuine to the best of my knowledge and I accept to pay the entire course costs as stipulated in the form.

Signed today by:

Name(Student).....Signature.....Date.....

Witnessed by:

Name (Employer/Sponsor/Parent).....

Address.....Tel. No.....

Signature.....Stamp.....Date.....

FOR OFFICIAL USE ONLY

Students registration number.....

Ream Paper provided (Registrar Signature).....

Date.....

Fee paid (Finance/Bursar Approved Signature).....

Date.....

Registration approved (Academic/Registrar Signature).....

Date.....

Information Confirmations (Principal Signature).....Date.....

.....

GENERAL INSTRUCTIONS

1. All students are supposed to deposit their tuition fees and Application form fee at least two days before the date of opening the Institute to account name **BIHARAMULO COLLEGE OF BUSINESS AND TECHNOLOGY** with account

to the Institute **BURSAR/ ACCOUNTANT** right after arrival at the Institute.

2. For students enrolled for the certificate under NACTE the tuition fee is 800,000/= per year. Admission will only be secured after a student has paid at least Tshs. 400,000/= . For students enrolled for the Ordinary Diploma

programme under NACTE the tuition fee is 860,000/= per year. Admission will only be secured after a student has paid at least Tshs. 430,000/=

3. During registration all students shall be required to produce their original academic certificates or transcripts for verification purposes.