



Tanzanian Training Centre for International Health, Ifakara

Wednesday, July 30th, 2025

Dear

RE: SELECTION TO JOIN DIPLOMA IN OPTOMETRY FOR THE ACADEMIC YEAR 2025/2026

Refer to the above captioned subject.

On behalf of the Management of the Tanzanian Training Centre for International Health (TTCIH), I am pleased to inform you that you have been selected to join the **Diploma in Optometry** program at TTCIH-Ifakara for the academic year **2025/2026**. Congratulations on your successful admission to TTCIH!

You are required to report at TTCIH on **03rd November 2025** for registration and orientation. Classes will commence immediately on **10th November 2025**.

Please note that this is a *preliminary selection*, pending final verification by the **National Council for Technical and Vocational Education and Training (NACTVET)**. To allow TTCIH to reserve your slot, we kindly request you to submit copies of your Certificate of Secondary Education Examination (CSEE), National Technical Award (NTA) Level 4 or 5 Certificate and corresponding academic transcript (for upgrading candidates only), and Birth Certificate or any official document that indicates your date of birth. Timely submission of these documents is essential for the confirmation of your admission.

In addition, you are required to pay the following non-refundable fees: **TZS 30,000** registration fee and advance payment of **TZS 200,000** toward your annual school fees. Please confirm your acceptance within **one week** of receiving this selection notice by contacting us at **0718552164** or **0629350565**.

The non-refundable fee should be made through the bank account provided below. All other payments will be made using a control number, which will be provided during registration.

- Bank name: **CRDB Bank**
- Account name: **Tanzanian Training Centre for International Health**
- Bank name: **CRDB Ifakara Branch**
- Account number (TZS): **0150022391200**

Important: Ensure that **the student's full name** is clearly written on payment slip.

NB: For any inquiries, please visit our website at www.ttcih.ac.tz, email us at info@ttcih.ac.tz, or contact us by phone at **0718 552 164**, **0781 845 374**, or **0783 001 114**.

Once again, congratulations on your selection. We look forward to welcoming you to TTCIH!

Sincerely,

.....
Dr. Edward Amani,
Ag. Executive Director.



Tanzanian Training Centre for International Health, Ifakara

JOINING INSTRUCTIONS FOR THE ACADEMIC YEAR 2025/2026

DIPLOMA IN OPTOMETRY

INTRODUCTION

On behalf of the Management of the Tanzanian Training Centre for International Health (TTCIH), I would like to take this opportunity to congratulate you on your selection to join **TTCIH in Ifakara, Morogoro Region**.

Please note that failure to report on the specified opening date will result in forfeiture of your admission. In such a case, your slot may be offered to another qualified applicant.

TTCIH is located in **Ifakara town**, approximately **110 kilometres from Mikumi**. There are direct bus routes to Ifakara from **Dar es Salaam, Morogoro, Dodoma, Iringa and Mbeya**.

1. ABOUT THE COURSE

1.1. Ordinary Diploma in Optometry (Pre-service)

This is a **three-year course** conducted based on the competence-based curriculum developed by the Ministry of Health (MoH), the National Council for Technical and Vocational Education and Training (NACTVET), and other key partners. Upon successful completion of the course, NACTVET will award the candidate an Ordinary Diploma in Optometry. As a graduate, you will be recognized as an Optometrist within the Tanzanian health sector.

1.2. Ordinary Diploma in Optometry (Upgrading)

This is a **One-year course** designed for Full Technician Optometrist based on the competence-based curriculum developed by the MoH, NACTVET and other key partners. Upon successful completion of the course, NACTVET will award the candidate an Ordinary Diploma in Optometry. As a graduate, you will be recognized as an Optometrist within the Tanzanian health sector.



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2. GENERAL INSTRUCTIONS

2.1. No student shall be admitted unless payment is made as instructed in this document.

2.2. The bank commission for money transfer is not the institution's responsibility.

2.3. Institutional refund policy

Refunds will be issued according to the following schedule:

- 90% of tuition will be refunded if withdrawal request is received in writing prior to the start of the academic year.
- 75% of the total fee will be refunded if withdrawal request is received in writing during the 1st two weeks of the academic year.
- 50% of the total fee will be refunded if a withdrawal request is received in writing between the 3rd week and the end of the 4th week, which is considered as the end refund deadlines.
- **No refunds will be issued on withdrawals requested after the end of the 4th week of the academic year.**

2.4. If you fail to report **two weeks** after the opening date, your opportunity for admission will be forfeited and offered to a reserve candidate.

2.5. Before reporting to the college, make sure you undergo a health screening and obtain a recommendation from a medical officer by filling the attached medical examination form (also available at <http://www.ttcih.ac.tz>). Please submit the completed medical form to the Academic Office upon your arrival.

2.6. **For Tanzanian citizens:** Treatment costs at school will be covered by your personal health insurance. Therefore, you are advised to hold your health insurance ID card whenever you seek medical care. For those who have paid into the **National Health Insurance Fund (NHIF)**, communication will be made to secure your NHIF card.

2.7. You are required to bring your **original copies** of the following certificates:

- Certificate of Secondary Education Examination (all candidates).
- National Technical Award (NTA) Level 4 or 5 Certificate and corresponding academic transcript (upgrading candidates only).
- Birth Certificate or any official document which that indicates your date of birth (all candidates).

2.8. You are obliged to comply the laws of the United Republic of Tanzania as well as the college's bylaws, regulations and norms. All academic and social problems concerning students will be addressed by the college administration in collaboration with Student Organization. **As TTCIH is a high-quality health training institution with international standards, all admitted students are expected to uphold a world-class profile in all aspects of their conduct.**

3. PROGRAMME REQUIREMENTS

3.1. Upon arrival at TTCIH, the student is expected to have the following:

Uniforms

- Two (2) good quality long sleeved white clinical coats.
- A pair of white long gown for ladies and two pairs of khaki trousers and white shortsleeved shirts for men.
- Two (2) pairs of plain black leather or leather-look shoes (closed-toe, low-heeled), and two (2) pairs of white socks.

NB: Find attached the Dressing Code Guidelines from Ministry of Health.

3.2. Other requirements:

- Five (5) recent coloured passport size photos.
- One (1) scientific calculator.
- One (1) pair of protective goggles.
- One (1) screw set.
- One (1) chipping plier.
- One (1) glass cutter.
- Glass lenses (50 pair per semester).
- A laptop computer.
- Different sports costumes, enough bedding 4x6 including a pillow and pillowcases, mosquito net 3x3.
- Weather in Ifakara is hot during the day almost throughout the year, with muddy conditions during the rainy season (December to May). The mornings and evenings can be cold, particularly from June to July. Therefore, it is advisable to bring suitable clothing and protective gear of your choice to accommodate these varying conditions.
- Standard books are available at the TTCIH library, but you are free to bring Optometry books of your preference.
- Counter books, pens and other stationeries are **NOT** provided by the college.
- A **plain gray curtain** for students who will be residing on campus.

NB: For any inquiries, please visit our website at www.ttcih.ac.tz, email us at info@ttcih.ac.tz, or contact us by phone at **0718 552 164, 0781 845 374, or 0783 001 114.**

We warmly welcome you to TTCIH, Ifakara!

Sincerely,



Dr. Edward Amani,
Ag. Executive Director.

FEE STRUCTURE FOR ORDINARY DIPLOMA IN OPTOMETRY

Payable to the college

A. Tuition fee

S/N	Description	First Year (TZS)	Second Year (TZS)	Third Year (TZS)
1.	Tuition fee	1,400,000	1,400,000	1,400,000
Total		1,400,000	1,400,000	1,400,000

The total annual tuition fee is payable in **four instalments of 350,000** each.

B. Administrative costs

S/N	Description	First Year (TZS)	Second Year (TZS)	Third Year (TZS)
1.	Registration fee	30,000	30,000	30,000
2.	Identity card	10,000	-	-
3.	Stationary	250,000	250,000	250,000
4.	Internal examination	185,000	185,000	185,000
5.	Library service	50,000	50,000	50,000
6.	Student Union	10,000	10,000	10,000
7.	NACTVET quality assurance fee	20,000	20,000	20,000
Total		555,000	545,000	545,000

The total annual **administrative fee** is payable in **one instalment upon reporting to the college**. Please note that an additional cost of **TZS 50,000** will be charged for each examination missed due to failure to fulfil responsibilities, including the **timely payment of required fees**.

C. Accommodation costs

We provide on-campus accommodation at a rate of **TZS 600,000 per year**, payable in **two instalments of 300,000** each. Accommodation is allocated for the entire academic year (two semesters). **Students are required to pay for both semesters**, even if they choose to move off-campus before the end of the academic year.

The **total amount** payable to the college is as follows:

- **First-year students:**
 - With accommodation: **TZS 2,555,000**
 - Without accommodation: **TZS 1,955,000**



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- **Continuing students:**
 - With accommodation: **TZS 2,545,000**
 - Without accommodation: **TZS 1,945,000**

D. End of second semester examination fee (to be paid in the second semester)

Item	Cost (TZS)
Ministry of Health examination fee	150,000
Total	150,000

All payments for **tuition fees**, **administrative fees**, and **accommodation costs**, must be made through the control number, which will be provided during registration.

Note:

- **Meals are the responsibility of the student** for all courses. However, there are cafeterias around the TTCIH campus that offer food at affordable prices.
- **Students without existing health insurance coverage** are required to pay **TZS 50,400** for enrolment in the National Health Insurance Fund (NHIF) through the bank account provided below.
- **Students who wish to purchase a T-shirt with the TTCIH logo** are required to pay **TZS 17,000** through the bank account provided below.

Account name: **Tanzanian Training Centre for International Health**
Bank name: **CRDB Ifakara Branch**
Account number (TZS): **01J1022391200**

Please note: When making a payment, **student's full name must be clearly written on the bank pay slip**. After completing the payment, the **bank payment receipt bearing the student's name** must be presented to the **TTCIH Finance Officer**, who will then issue an official receipt.

NB: For any inquiries, please visit our website at www.ttcih.ac.tz, email us at info@ttcih.ac.tz, or contact us by phone at **0718 552 164, 0781 845 374, or 0783 001 114**.

Congratulations and welcome to TTCIH, Ifakara. We are excited to have you join our community!

Sincerely,

Dr. Esther Kyungu,
Deputy Executive Director,
Finance, Administration and Planning (FAP).