

ARDHI UNIVERSITY

Tel: (+255) 738 357 310
(+255) 738 357 311
(+255) 738 357 312
Fax: (255-022) - 277 5391



P. O. Box 35176
Dar es Salaam, Tanzania
e-mail: aru@aru.ac.tz
Website: <http://www.aru.ac.tz>

REF: MA.09/624/01

01st October, 2021

Dear.....
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ADMISSION TO BACHELOR OF SCIENCE IN URBAN AND REGIONAL PLANNING (BSc. URP)

I am pleased to inform you that you have been offered an admission at Ardhi University for the academic year **2021/2022** to pursue a programme of study leading to the award of **Bachelor of Science in Urban and Regional Planning (BSc. URP)**.

You are required to register with the University within two weeks from the first day of orientation week which starts on **25th October, 2021**. Failure to do so, the offer will be cancelled and offered to another candidate. The deadline for registration is on **Friday, 12th Nov 2021**, after which late reporting candidates will not be accepted. Deferment of the programme to another academic year is not allowed.

This offer is provisional, as it is subject to satisfactory verification by the office of Dean of School and the Director of Undergraduate Programmes at the time of registration and verification of the qualifications you have stated in your application.

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

- a) Bank pay in Slip to verify that you have paid the requisite University fees;
- b) Original and two photocopies of Certificate of Secondary Education Examination (C.S.E.E.), Advanced Certificate of Secondary Education Examination (A.C.S.E.E.) or Diploma Certificate;
- c) Two up-to-date passport size photographs bearing your name, and programme of study at the back; and
- d) Original and two photocopies of birth certificate certified under the Birth and Deaths Registration Ordinance.

The Office of the Director of Undergraduate Programmes will also verify other material or information provided by you in the registration and joining instruction forms as well as your response to the questions posed in the said forms.

It should be noted that it is an offence to submit false information for the purpose of Admission/Registration. Cases of impersonation and falsification of documents that will be discovered either at the stage of registration or afterwards will lead to automatic cancellation of your admission and a report on the discovery will be submitted to competent authorities for appropriate legal actions.

MEDICAL EXAMINATION

Candidates are required to undergo medical examination by a registered Medical Practitioner. Medical examination can also be undertaken at our Dispensary at the University upon reporting. Admission to Ardhi University is subject to submission of a satisfactory Medical Examination Report (Filled as per Form C).

FINANCIAL REQUIREMENTS

Candidates are required to come with enough money that will cover the following expenses during orientation week.

A:

▪ Registration fees	Tsh. 10,000/=
▪ *Medical capitation	Tsh. 50,400/=
▪ Caution money	Tsh. 2,000/=
▪ Identity card	Tsh. 12,500/=
▪ Student's union fee	Tsh. 5,000/=
▪ Graduation fee	Tsh. 10,000/=
▪ Examination fee	Tsh. 12,000/=
▪ Transcript fee	Tsh. 15,000/=
▪ Quality Assurance fee	Tsh. 20,000/=
▪ **Meal allowance	-

Total Tsh. 136,900/=

*For those with valid health/medical insurance have to attach copies of their insurance IDs in order to be exempted from paying medical capitation fee.

**For those under Government sponsorship make sure that you come with enough money that will sustain you while processing loans from HESLB/ZHESLB.

B:

- Tuition fee is TShs. 1,300,000/=
- Special Faculty/School requirement is TShs.334,950/=
- IT and In-semester Fieldwork allowance is about TShs 10,000/= per day
- Stationery and Book allowance TShs 200,000/=

RESIDENCE PERMIT

All foreign students must have a valid Residence Permit.

Finally, I wish to take this opportunity to congratulate you for this offer and wish you a happy stay and success in your studies at this University.

Yours faithfully,



Dr. Daniel E. Msangi
For DVC-AA

c.c. Dean, School of Spatial Planning and Social Sciences (SSPSS)