



# KIBAHA BEREAL ADVENTIST INSTITUTE

## APPLICATION FORM

### PERSONAL DETAILS (To be filled by applicant)

First Name		Middle Name		Surname	
Date of Birth			Place of Birth		
Sex		Male		Female	
Marital Status		Single	Married	Separated	
Nationality					
Religion					
Allergies / Disabilities					
Contact Address					
Mobile Number					

### EDUCATION BACKGROUND

Level of Education	School / College attended	Examination Identification		Award	Division/Class
		Index Number	Year complete		
College					
Advanced Level (ACSEE)					
Secondary School (CSEE)					
Primary School					

### COURSE OPTIONS

Course Level	Course Name	Duration (Years)	Regulating Authority	Intake (March/Sept)	Year
Diploma (NTA 5 & 6)	Ordinary Diploma in Business Administration	2	NACTVET		
Certificate (NTA 4)	Basic Technician Certificate in Business Administration	1	NACTVET		

### MODE OF SPONSORSHIP

Self-sponsored	Government	Others (Specify)

Kibaha TC, Pangani  
P.O. Box 30315 Kibaha, Pwani- Tanzania  
Tel: (+255) 758688309 or 255 629437508

Mail: bereaadventist7@gmail.com • Web: <https://www.kbaitz.net/>

## PARENT / GUARDIAN / SPONSOR DECLARATION

Name	
Contact Address	
Phone / Email	
Occupation	

## ACCOMMODATION

Yes	No
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## DECLARATION BY THE CANDIDATE

1. I have carefully read the instructions and declare that my entries in this form are correct to the best of my knowledge, and nothing has been concealed. I understand that my admission is liable to be canceled, and legal action can be taken against me if there is any concealment/misrepresentation in the Application Form or the attached certificates/undertakings/documents, etc.
2. I undertake to observe proper standards of Academic conduct.
3. I shall abide by the prescribed courses of reading and the modes of examinations, which may prevail from time to time, even though these may be at variance with those of the previous years.
4. I understand that an incomplete form is liable to be rejected.
5. I shall abide by the rules and regulations in the KBAI Institute's Handbook of Rules and Regulations and its revisions.
6. I shall faithfully carry out the instructions issued by the Chief of Academics and all Authorities of KBAI Institute. Including Campus Chaplain.
7. I am responsible for promptly paying fees and all other dues.
8. I understand that I cannot concurrently be enrolled in more than one full-time course of study.
9. I certify that I have no criminal background and have not been convicted of any criminal offense. Further, I undertake that no issues in the court registered against me, or no criminal proceedings are pending against me.
10. I undertake not to smoke and take drugs on the Campus.
11. I undertake that I will not possess/carry any weapon on the KBAI Institute campus, and if any weapon is recovered from me, then I can be expelled from the College and legal action can be taken against me.

Date .....

Candidate Signature .....

## DECLARATION BY THE PARENT/GUARDIAN

1. I certify that my son/daughter is making this application with my permission. I hold myself responsible for his/her good conduct and behavior as a student of the College and for payment of all his/ her fees and dues during his / her period to stay in the College.
2. I understand that in case of any concealment/misrepresentation by my son/daughter in the Application Form or in the attached certificates/undertakings/documents, etc., his/her admission is liable to be canceled, and legal action can be taken against him/her.

Parent/Guardian Name..... Signature .....

Date .....

### **Attached are the admission criteria, the College fees, and the other costs**

#### **1. Confirm Acceptance of Selection.**

All candidates to be mentioned in the list of selected candidates have to visit the office of the Chief Academic on campus with their Identity card/voter ID, etc. The Chief Academic Officer will provide an acceptance letter to confirm the selection. Also, the student will sign and confirm that he/she has agreed with the course he/she has selected.

#### **2. Medical Examination.**

After the Acceptance letter, the student should submit the medical Examination documents (Reports) from the Hospital, which will be signed and endorsed by a Professional Doctor from a Public Hospital rather than a private hospital.

#### **3. Admission and Course Commencement.**

Admission and Orientation will start on ..... And the course will commence from ..... If you fail to report on these dates for any reason, please inform the office of the Chief Academic; otherwise, we shall assume that you have opted not to attend the course.

#### **4. Admission Documents Required:**

- o Two passport-size photographs, taken recently for registration.
- o National Form Four Certificate (or Result slip for those who completed Form Four in.....)
- o Birth Certificate
- o Leaving Certificate
- o Any other relevant Certificates supporting your qualifications.

#### **NOTE THAT:**

Visit the office of the Chief Academic Officer; with a photocopy and original certificates, any candidate without the original certificates will not be registered.

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**College Fees and other costs for a citizen**

<b>Program</b>		<b>BASIC CERTIFICATE (NTA 4)</b>	<b>ORDINARY DIPLOMA (NTA 5 &amp; 6)</b>
<b>No</b>	<b>Cost Category</b>	<b>Amount in Tsh</b>	<b>amount in Tsh</b>
1	Tuition fees (Two installments)	800,000/=	950,000/=
2.	<b>Operational (other) cost</b>		
	Registration fee	20,000/=	20,000/=
	Emergency / Caution money	50,000/=	50,000/=
	NACTE Verification fees	20,000/=	20,000/=
	NACTE Quality Assurance fees	20,000/=	20,000/=
	Student ID	15,000/=	15,000/=
	Student Organization fee	20,000/=	20,000/=
	Examination fees	50,000/=	50,000/=
	Transcript	40,000/=	40,000/=
	Medical fee / NHIF	50,400/=	50,400/=
	<b>Total</b>	<b>285,400/=</b>	<b>285,400/=</b>
	<b>Optional</b>		
3.	Accommodation fees	300,000/=	300,000/=

All payments have to be paid to the College Account Number

**NMB Bank Account Number 21210060427 KIBAHA BERA ADVENTIST INSTITUTE.**

**STUDENT'S DRES'S CODE**

**KINDLY NOTE THE FOLLOWING:**

Kindly note that the Institute does not provide meals; however, students may purchase food from authorized on-campus food vendors.

**Students are strictly not allowed to wear the following: -**

- Mesh type of see-through clothes
- Trousers hanging under the buttocks (Mlegezo)
- Very tight trousers, skirts, blouses
- Dress/skirts with excessive slit (mpasuo)
- Any dress that leaves the stomach, waist, chest, and or back open
- Shorts or skirts that do not cover the knees when seated
- Earrings for men, and unbuttoned shirts
- Any type of dress that covers the entire face
- Any kind of dressing that leaves underwear visible
- Any kind of dressing that leaves the breasts open/visible.
- Hats or caps worn backward
- Clothes with inappropriate or unsuitable graphics/slogans or obscene/abusive language
- Any kind of dressing that the College Official may deem inappropriate.

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