

SERENGETI TOURISM COLLEGE

-Chuo cha Utalii Serengeti-



SERENGETI TOURISM COLLEGE - (SETCO)

P.O. Box 141, Mugumu-Serengeti, Tanzania

Tel: +255 738 796 229/230, Cell: +255 784 485838

E-mail: info@setco.ac.tz | Website: www.setco.ac.tz

Applicant

PHOTO

Colored pps

...SETCO, the Road to Prosperity.

Hospitality & Tourism training:

Ap/form No. _____ 20 _____ (office use only)

Admission No. _____ (office use only)

APPLICATION FORM

Applicant should pay TZS. 10,000/= as non-refundable application fee so that this form to be officially issued and processed. Intake applied for Jan/July.....20.....

A. APPLICANT INFORMATION

(Fill the blanks in capital letters only)

Surname:..... First name:.....

Middle name:.....

How do you like to be called (write your full name).....

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

Nationality..... Religion.....

Age..... Sex.....Marital status.....

Home address P.o BoxRegion.....

Home Telephone No...../...../.....

Nest kin (name and address) to be notified in case of Emergency

Full name.....address.....

Phone...../.....your relationship to him/her.....

B: PROFESSION AND EDUCATION BACKGROUND

Present high education.....since.....to.....

Title at present position.....since.....to.....

Are you employed YES/NO, if yes give employer details and address

Name;address.....

Describe your duties and responsibilities at this current position;.....

Where did you get information about SETCO?.....

C: SPONSOR DECLARATION

Parents/Guardian/Organization; Full name

Postal address.....Town/City.....region.....

Phone No. |

E-mail address.....

Title/Place of work

I recommend M/s.....(name of students) to under take

- 1.
- 2.

Courses and accepted to pay **ALL/PART**, of the fee and other related charges in order to pursue his/her 3 months/ 6 months/ 1 year or 2 years course programme at SETCO.

Sponsor sign:..... Date.....



(Official rubber stamp in case of organization & detached letter) **or** (Right thump fingerprint in case of individual person)

D: PHYSICAL DISABILITY.

Applicant should declare his/her physical problem before enrolling; this will enable the SETCO management for in case of allocating student(s) for various fieldwork exercise and other routine.

Thus.

I.....have faced with the problem of since.....

E: TERMS OF PAYMENT & CONDITIONS.

- i. SETCO, the fee can be paid in full amount or in installments of two equal halves per year is allowed but you are most advised to pay only once if you can afford.
- ii. At *Serengeti Tourism College* the fee paid will never be refunded or transferred on bleaching the contract or termination of Student from the college.

F: Applicant Declaration

I..... Comply with the above stated information and hereby admit that the information I have given is true and that I will adhere to it fully.

Applicant Signature.....

Date



Applicant right thump fingerprint

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Course Programmes offered and their Tuition Fees

For
2020/21/22



Table 1: Tuition fees for short courses, V/Certificate Lev. II and Advanced Vocational Certificates Lev.III (*National Vocational Award –NVA Lev.III*)

Course Code	Course Programmes	Tanzanian Students TSHS.	Total Fees + Other charges TSHS.	Non-Tanzanian Students US \$	Tick and sign your course choice V
SCP.00	SPECIAL SHORT COURSE PROGRAMMES FOR 3 MONTHS ONLY (<i>Award: College certificate of attendance</i>)				
SCP.01	SCP. In Front Office operations (3 months)	420,000.00	730,000.00	\$ 560.00	
SCP.02	SCP. In Food and Beverage Services (3 months)	420,000.00	730,000.00	\$ 560.00	
SCP.03	SCP. In Housekeeping & Accommodation opr	420,000.00	730,000.00	\$ 560.00	
SCP.04	SCP. In Food Production	450,000.00	760,000.00	\$ 560.00	
SCP.05	SCP. In Tour Guide & Administration	420,000.00	730,000.00	\$ 560.00	
SCP.06	SCP. In Travel and Tourism Management	420,000.00	730,000.00	\$ 560.00	
	Entry Qualification: Any one with ability to speak and write English fluently can apply for this programme regardless of his/her academic performance, in completion of this programme candidate will be able to apply for long course programme i.e 6, months e				
BVC.1.0	BASIC V/CERTIFICATE COURSE (Six (6) Months Programme, 4months in class & 2months Field attachment). (<i>you will sit for SETCO exams and awarded setco certificates</i>)				
BVC1.01	Front Office Operations (FO)	620,000.00	930,000.00	\$ 670.00	
BVC1.02	Food & Beverage service (F&B)	620,000.00	930,000.00	\$ 670.00	
BVC1.03	Food Production (FP)	650,000.00	960,000.00	\$ 670.00	
BVC1.04	Housekeeping & accommodation opr (HK)	620,000.00	930,000.00	\$ 670.00	
BVC1.05	Tour Guide & Administration (TG)	620,000.00	930,000.00	\$ 670.00	
BC1.001	Travel and Tourism Management (TTM)	620,000.00	930,000.00	\$ 670.00	
BC1.002	Hospitality Operations & Management (HOM)	680,000.00	990,000.00	\$ 670.00	
	Entry Qualification: Form IV or VI leaver with a minimum pass of Division 4 or anyone who attended any short course related to hospitality and tourism training programmes from a recognized institution.				
VC.2.00	VOCATIONAL CERTIFICATE LEV.II (15 months Programme, 12months in class & 3months field attachment). (<i>you will sit for SETCO final exams and awarded SETCO certificates in your completion</i>)				
VC2.001	Front Office & Reception operations (FOR)	970,000.00	1,380,000.00	\$ 920.00	
VC2.002	Food & Beverage Services and sales (F&BS)	970,000.00	1,380,000.00	\$ 920.00	
VC2.003	Food Production/Preparation (FP)	970,000.00	1,380,000.00	\$ 920.00	
VC2.004	Hotel Housekeeping & Accommodation Opr.	970,000.00	1,380,000.00	\$ 920.00	
VC2.005	Professional TOUR GUIDE (TG)	970,000.00	1,380,000.00	\$ 920.00	
VC2.006	Travel and Tourism Management (CTTM)	970,000.00	1,380,000.00	\$ 920.00	
VC2.007	Hospitality Operations & Management (HOM)	970,000.00	1,380,000.00	\$ 920.00	
	Entry Qualification: Form IV, VI and above with minimum pass of division 4 and has got passes on English, Geography, or Biology subjects are eligible to apply for any of the above course prog.				
AVC.III	ADVANCED V/CERTIFICATE LEV.III (2 yrs prog. 19 months in class and 3-4 months field attachment). (<i>you will sit for VETA/National exams and awarded National certificate NVA.VC3 in your completion</i>)				
VC3.0101	Front Office & Reception Operations (FO)	950,000.00	2,440,000.00	\$ 1,670.00	

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VCIII.0102	Food & Beverage Services and Sales (F&)	950,000.00	2,440,000.00	\$ 1,670.00	
VCIII.0103	Food Production cookery & Bakery	950,000.00	2,440,000.00	\$ 1,670.00	
VCIII.0104	Housekeeping & Accommodation operation	950,000.00	2,440,000.00	\$ 1,670.00	
VCIII.0105	Professional TOUR GUIDE (TG)	950,000.00	2,440,000.00	\$ 1,670.00	
	Entry Qualification: Form IV, VI and above with minimum pass of division 4 and has got passes on English, Geography, Biology or B/mathematics subjects are eligible to apply for any of the above course prog.				
ODP	ORDINARY DIPLOMA COURSE PROGRAMMES (2 YEARS PROGRAMMES)				
1	Ordinary Diploma in Travel and Tourism management (DTTM)				
2	Ordinary Diploma in Hospitality Operations and Management (DHOM)				
Note	<p>1. Please apply for the course which appear in our current advertisement and not otherwise</p> <p>2. No student shall be allowed into the campus without paying the College`s fees. The Fees are subject to change annually to reflect changing economic and financial circumstances</p>				

Table 2: Related and Support subjects to be thought to make the student to be Competent and fit into the current labour market

1. Communication skills for hospitality industry.....√	9. Computer Application –(IT).....√
2. Hospitality & Tourism skills....√	10. Int. Languages (eng, French, Spanish).....√
3. Quantitative Methods.....√	11. Interpretive skills (Geography, History, Ecology, Biology) for Tour Guide students only..√
4. Entrepreneurship√	12. Customer Care√
5. Food Nutrition	13. Environmental Issues (housekeepers & TG only)
6. Life Skills.....√	

Table 3: other charges which are all inclusive on the fees structure above

S/N	ITEM	3 & 6 Months course, TZN students	3 & 6 Months course, Non TZ students	1 year course, TZ students	1 year course, non-TZ students	2 years course, TZN students	2 years course, non Tanzanian students.
01	Student ID card	5,000	\$. 10	10,000	\$. 10	10,000	\$. 10
02	Caution money	20,000	\$. 20	30,000	\$. 25	30,000	\$. 25
03	Stationeries & Library service	50,000	\$. 50	50,000	\$. 50	60,000	\$. 50
04	First Aid service	20,000	\$. 30	30,000	\$.30	30,000	\$. 50
05	Students union fees (SGC)	15,000	\$. 15	20,000	\$. 20	20,000	\$. 20
06	Study tour programme fee	50,000		100,000		200,000	
07	Examination fee (internal & extern	50,000	\$. 35	70,000	\$. 50	90,000	\$. 65
08	Field attachment fees	100,000	\$.50	100,000	\$. 50	100,000	\$. 50
	Total charges	310,000	\$. 210.00	410,000	\$. 235	540,000	\$. 270

Student/Applicant signature: _____ Date: _____

Sponsor signature: _____ Date: _____

REQUEST FOR MEDICAL EXAMINATION.

PART A:
TO THE MEDICAL OFFICER

DATE:.....

Mr/Miss _____
(Name in full)

Please examine the above named as to his/her physical and mental fitness enrolling as a College student. The examination should include the following categories:

- I (a) Eye –Sight (b) Hearing (c) Limbs
(d) Speech (e) Venereal diseases (f) Leprosy
(g) Epilepsy (h) Abdomen (i) TB
II Neurosis
III Other serious disease
IV Pregnancy

PART B:

MEDICAL CERTIFICATE:

(To be completed by Government Medical Officer only)

I have examined the above named and consider that *he / she is physically *Fit / Unfit and Mentally –*Fit / Unfit) for enrolling the College/Secondary as a student

- I (a) Eye – Sight
(b) Hearing
(c) Limbs
(d) Speech
(e) Venereal diseases
(f) Leprosy
(g) Epilepsy
(h) Abdomen
(i) TB
II Neurosis
III Other serious diseases.....
IV Pregnancy

Date:.....Signature.....

Station.....designation.....

(Delete as necessary)



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E-mail: info@setco.ac.tz, Website: www.setco.ac.tz

Other Instructions for your admission:

Other extra charges and requirements:

1. **UNIFORM, students shall Pay**
 - i) **55,000/=** both male & female students for hospitality and tourism uniform, this will cover for Trouser and Overcoat. Student will pay **Tsh. 10,000/=** for school T-shirt.
 - ii) Students will purchase their own shirt light blue long sleeves if necessary, black covered shoes. Student will be required to acquire a new pair of uniform if his/her uniform get old. (open shoes not allowed) socks both male and female- white
2. Hostel students shall pay **Tshs. 65,000/=** per month for accommodation and Meal expenses, "we advice student to pay for 3 months at once **(180,000/=)** or student can pay **Tsh. 30,000/=** per month for accommodation only and purchase their own Food. Those who wish to get hostel service must book a chance in advance.
3. If you will fail to report within 14 days from the day of reporting your chance will be taken by the reserved list
4. For Non –Tanzanian students should have a valid Passport and obtain exemption permit
5. **Other requirements**
 - a) 2- Pcs of colored passport size photos taken not more than 3 months ago with blue background
 - b) Attach certificate copies of your general Education or college attended before applying to Serengeti Tourism College.
 - c) Complete medical Examination Certificate signed by a recognized medical Officer /Clinical Officer
 - d) If you are employed bring the employer certificate/ letter that Allows you to attend the course programs at SETCO.
 - e) Hostel students shall come with Food utensils eg: Plate, spoon, cup together with Net, Bed sheets 2 -3 pairs any colour, trough and 10 litre bucket (kimini),
 - f) 40,000/= shall will be paid for graduation ceremony when student is graduating and also the amount it change according to the requirement.
6. **Terms and Conditions**
 - i) You are to obey and follow the college rules and regulations failure to that you will lead the college termination and the fees paid will never be refunded, negotiated or transferred on bleaching the contract or termination of Student from the college unless stated otherwise under very special circumstances.

- ii) All payments should be made direct to Serengeti Tourism College (SETCO) bank **A/C No. 30206600280 NMB bank (Mugumu Branch P.o.Box 4, Mugumu) deposit can** be made at any NMB branch country wide and submit the bank pay in slip to the College`s cashier office to obtain your payment receipt. Also payment can be done through our online payment system by using Visa card, Master Card or through mobile money transaction.
- iii) The Fee`s shall be paid in full amount or installments of three equal halves with the minimum of 35% for long course, Fee`s must be paid during the admission of student to the course, the remaining balance shall be cleared not later that the starting of 2nd semester and if not the student will be suspended until payment received. For any special or short course programme, the tuition fee`s shall be paid 100% at the beginning of the course programme.

8. Congratulation on your decision to pursue **Certificate/Diploma** from Serengeti Tourism College, You have taken an important first step toward success, and I am very proud to welcome you to our student body.

I wish you the best of luck with your students, and look forward to awarding you your career **Certificate/ Diploma!**

Yours Sincerely
SERENGETI TOURISM COLLEGE

Mr. Samwel Peter
Ag. PRINCIPAL AND CEO
SERENGETI TOURISM COLLEGE

Recommended tools for students during field studies, especially Tour Guide students and others

1. Digital camera/Smart phone
2. Pair of Binocular necessary for tour guide students
3. Personal Tent to use during bush camping (*all students*)
4. Laptop computer for accessing, downloading and saving of different learning materials (*recom 4 all students*)
5. Field Guide books: (Mammals, Birds, trees & shrubs, Map)
6. Safari boots for guide students.

Note: All above tools are optional depends with student and his/her sponsor capability., you may get books from the college gift shop.

Student/Applicant signature:_____ Date:_____

Sponsor`s signature:_____ Date:_____