



ARUSHA CITY TRAINING COLLEGE



**USA-RIVER MAIN CAMPUS
LEGANGA-MAEDA BUILDING**

P.O. BOX 11551
Arusha — Tanzania
Tel: +255 757 567 182
+255 685 051 923

EDUCATION FOR BETTER LIFE

www.arushacitycollege.ac.tz

**NGARENARO CAMPUS
CCM BUILDING**

P.O. BOX 11551
Arusha — Tanzania
Tel: +255 756 567 182
+255 695 334 648

FORM NO: _____

PASSPORT
SIZE

GENERAL APPLICATION FORM.

INSTRUCTIONS/MAELEKEZO

- Read carefully all section before filling. (soma kwa umakini kila kipengele KABLA ya kujaza)
- Please fill in the form IN CAPITAL LETTERS in all sections. (Fomu hii ijazwe kwa HERUFI KUBWA)
- Ambatanisha document muhimu kabla haujairudisha ofisini. Kama vile:- leaving certificate/ result slip/any other related documents.

Section A- Applicant details(Taarifa za mwombaji)

1. Personal details (Taarifa Binafsi za mwombaji)

Title: (Utambulisho)	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/>	Other (please specify): Jaza Aina Nyingine ya Utambulisho	
First name: (Jina la kwanza)		Middle name(s): (Jina la kati- kama lipo)	
Surname: (Jina la Ukoo)			
Gender:(Jinsia)	Male <input type="checkbox"/> Female <input type="checkbox"/>		
Date of birth: (Tarehe ya kuzaliwa)	D D M M <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Y Y Y Y <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Place of Birth: (Mahali Ulipozaliwa)
Marital status: (Ndoa)	Married <input type="checkbox"/> single <input type="checkbox"/> Divorced <input type="checkbox"/>	Disability?(Mention if Any) (Una aina yoyote ya Ulemavu?) Ikiwa Una aina yoyote ya Ulemavu,Utaje)	Yes <input type="checkbox"/> No <input type="checkbox"/>

2. Contacts and Residential Information (Mawasiliano ya mwombaji na mahali anapoishi)

Region: (Mkoa)		District:(wilaya)	
Country:(Nchi)		Postal Address:(Anwani ya Posta)	
Phone No:(simu)		E-mail:(barua pepe)	

3. Next of kin (Taarifa za mtu/ ndugu wa karibu na mwombaji)

Next of kin: (Jina la ndugu wa karibu)		Residence: (Mahali anapoishi)	District (wilaya)	Region (Mkoa)
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Relationships: (Uhusiano wako naye,Mf,Mama, Baba)		Phone No:(Namba yake ya simu)	
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SECTION B-Declaration (To be filled by the Applicant)-(Ijazwe na mwombaji)

I Understand that

1. Do have by declare that the information given above is right to the best of my knowledge.
2. I will follow the college rules and regulation and accept that fees once paid is never refunded
NAME..... SIGNATURE DATE

SECTION C- Sponsor's commitment (To be filled by the sponsor)- (Ijazwe na mfadhili wa mwombaji)

Name of the sponsor (Employer/ parent/Guarding/Organization)..... do here commit that I will pay TSH..... (Amount) for the student.....

SIGNATURE: OFFICIAL STAMP: DATE.....

SECTION D- Course selection (please tick the program you have selected)

(Tafadhali weka alama ya ✓ mbele ya kozi uliyochagua

LONG COURSE CERTIFICATE PROGRAM (kwa wanafunzi wa kutwa tu)

No	JINA LA KOZI	ADA	MUDA	TIKI	ADA	MUDA	TIKI
1.	Hotel management	750,000	1 YEAR		1,200,000	2 YEARS	
2.	Tourism & Tour guide	750,000	1 YEAR		1,200,000	2 YEARS	
3.	Information Technology (IT)	750,000	1 YEAR		1,200,000	2 YEARS	
4.	Secretarial studies & office administration	750,000	1 YEAR		1,200,000	2 YEARS	
5	Tour operation & Travel Agency	750,000	1 YEAR		1,200,000	2 YEARS	
6.	Electrical installation	750,000	1 YEAR		1,200,000	2 YEARS	
7.	Tailoring & Dress making	800,000	1 YEAR				
8	Salon, Hairdressing Beauty Therapy	750,000	9 months				

SHORT COURSE CERTIFICATE PROGRAM

No	JINA LA KOZI	ADA	MUDA	TIKI
1.	Tailoring & Dress making	500,000	6 month	
2.	Fashion Design	700,000	6 month	
3.	English language	180,000	6 month	
4.	French language	240,000	6 month	
5.	German language	240,000	6 month	
6.	Front Office Operation	450,000	6 month	
7.	Event Decoration cake making	550,000	3 month	
8.	Computer Application	150,000	3 month	
9.	Photo Editing and Video Design	500,000	3 month	
10.	Salon, hairdressing &Beauty therapy	300,000	3 month	
11.	Event Decoration	350,000	3 month	
12.	Cake making	400,000	3 month	
13.	Pastry & bakery	600,000	3 month	
14.	House Keeping	300,000	3 month	
15.	Food & Beverage services	300,000	3 month	
16.	Food production	500,000	3 month	
17.	Dred locks	300,000	3 month	
18.	Natural Hair	300,000	3 month	
19.	Makeup	300,000	3 month	
20.	Henna	250,000	2 month	

SECTION E- Course selection (please tick the program you have selected)

(Tafadhali weka alama ya ✓ mbele ya kozi uliyochagua)

LONG COURSE CERTIFICATE PROGRAM (kwa wanafunzi wa Bweni Bila chakula)

No	JINA LA KOZI	ADA	MUDA	TIKI	ADA	MUDA	TIKI
1.	Hotel management	1,230,000	1 YEAR		2,160,000	2 YEARS	
2.	Tourism & Tour guide	1,230,000	1 YEAR		2,160,000	2 YEARS	
3.	Information Technology (IT)	1,230,000	1 YEAR		2,160,000	2 YEARS	
4.	Secretarial studies & office administration	1,230,000	1 YEAR		2,160,000	2 YEARS	
5.	Tour operation & Travel Agency	1,230,000	1 YEAR		2,160,000	2 YEARS	
6.	Electrical installation	1,230,000	1 YEAR		2,160,000	2 YEARS	
7.	Tailoring & Dress making	1,280,000	1 YEAR				
8.	Salon, Hairdressing Beauty Therapy	1,110,000	9 months				

SHORT COURSE CERTIFICATE PROGRAM

No	JINA LA KOZI	ADA	MUDA	TIKI
1.	Tailoring & Dress making	740,000	6 month	
2.	Fashion Design	940,000	6 month	
3.	English language	420,000	6 month	
4.	French language	480,000	6 month	
5.	German language	480,000	6 month	
6.	Front Office Operation	690,000	6 month	
7.	Event Decoration cake making	670,000	3 month	
8.	Computer Application	270,000	3 month	
9.	Photo Editing and Video Design	620,000	3 month	
10.	Salon, hairdressing & Beauty therapy	420,000	3 month	
11.	Event Decoration	470,000	3 month	
12.	Cake making	520,000	3 month	
13.	Pastry & bakery	720,000	3 month	
14.	House Keeping	420,000	3 month	
15.	Food & Beverage services	420,000	3 month	
16.	Food production	620,000	3 month	
17.	Dred locks	420,000	3 month	
18.	Natural Hair	420,000	3 month	
19.	Makeup	420,000	3 month	
20.	Henna	330,000	2 month	

KWA WANAFUNZI WA BWENI TU BILA CHAKULA

Mahitaji: (Mwanafunzi anatakiwa kuja nayo)

- I. Ndoo za maji
- II. Blanket na shuka zakujifunikia
- III. Jiko la gesi mtungi mdogo
- IV. Vyombo vya chakula (kikombe, sahani, kijiko na sufuria.

SECTION F- Course selection (please tick the program you have selected)

(Tafadhali weka alama ya ✓ mbele ya kozi uliyochagua.)

LONG COURSE CERTIFICATE PROGRAM (kwa wanafunzi wa Bweni na chakula)

No	JINA LA KOZI	ADA	MUDA	TIKI	ADA	MUDA	TIKI
1.	Hotel management	1,770,000	1 YEAR		3,040,000	2 YEARS	
2.	Tourism & Tour guide	1,770,000	1 YEAR		3,040,000	2 YEARS	
3.	Information Technology (IT)	1,770,000	1 YEAR		3,040,000	2 YEARS	
4.	Secretarial studies & office administration	1,770,000	1 YEAR		3,040,000	2 YEARS	
5	Tour operation & Travel Agency	1,770,000	1 YEAR		3,040,000	2 YEARS	
6.	Electrical installation	1,770,000	1 YEAR		3,040,000	2 YEARS	
7.	Tailoring & Dress making	1,820,000	1 YEAR				
8	Salon, Hairdressing Beauty Therapy	1,770,000	9 months				

SHORT COURSE CERTIFICATE PROGRAM

No	JINA LA KOZI	ADA	MUDA	TIKI
1.	Tailoring & Dress making	1,010,000	6 month	
2.	Fashion Design	1,210,000	6 month	
3.	English language	690,000	6 month	
4.	French language	750,000	6 month	
5.	German language	750,000	6 month	
6.	Front Office Operation	960,000	6 month	
7.	Event Decoration cake making	805,000	3 month	
8.	Computer Application	405,000	3 month	
9.	Photo Editing and Video Design	755,000	3 month	
10.	Salon, hairdressing & Beauty therapy	555,000	3 month	
11.	Event Decoration	605,000	3 month	
12.	Cake making	655,000	3 month	
13.	Pastry & bakery	855,000	3 month	
14.	House Keeping	555,000	3 month	
15.	Food & Beverage services	555,000	3 month	
16.	Food production	755,000	3 month	
17.	Dred locks	555,000	3 month	
18.	Natural Hair	555,000	3 month	
19.	Makeup	555,000	3 month	
20.	Henna	420,000	2 month	

KWA WANAFUNZI WA BWENI NA CHAKULA

Mahitaji: (Mwanafunzi anatakiwa kuja nayo)

- I. Ndoo za maji
- II. Blanket na shuka zakujifunikia.
- III. Vyombo vya chakula (kikombe, sahani na kijiko.)

SECTION G: UTARATIBU WA MALIPO YA ADA KWA KOZI ZA MWAKA MMOJA**A: KWA WANAFUNZI WA KUTWA, HOSTEL BILA CHAKULA NA HOSTEL NA CHAKULA**

LONG COURSES 1 YEAR (Kozi ndefu mwaka mmoja(1))				
DESCRIPTION	1 ST INSTALLMENT	2 ND INSTALLMENT	3 RD INSTALLMENT	TOTAL
Fees	350,000	200,000	200,000	750,000/=
Hostel bila chakula	160,000	160,000	160,000	480,000/=
Hostel na chakula	340,000	340,000	340,000	1,020,000/=

SECTION H: UTARATIBU WA MALIPO YA DA KWA KOZI ZA MIAKA MIWILI

LONG COURSES 2 YEARS (Kozi ndefu miaka Miwili(2))				
FIRST YEAR				
DESCRIPTION	1 ST INSTALLMENT	2 ND INSTALLMENT	3 RD INSTALLMENT	TOTAL
Fees	300,000	150,000	150,000	600,000/=
Hostel bila chakula	160,000	160,000	160,000	480,000/=
Hostel na chakula	340,000	340,000	340,000	1,020,000/=
SECOND YEAR				
DESCRIPTION	1 ST INSTALLMENT	2 ND INSTALLMENT	3 RD INSTALLMENT	TOTAL
Fees	300,000	150,000	150,000	600,000/=
Hostel bila chakula	160,000	160,000	160,000	480,000/=
Hostel na chakula	340,000	340,000	340,000	1,020,000/=

Malipo yote ya ada yafanyike kwenye akaunti Hii.Jina la Akaunti: **Arusha City Training College**

Jina la Benki:

National Microfinance Bank NMB **42110010851****MALIPO NA MICHANGO MINGINE:**

NO	MAELEZO	TSH.
1.	Fomu ya kujiunga	10,000/=
2.	Ada ya dharura na matengenezo (wa Hostel tu)	30,000/=
3.	Ada ya mtihani	30,000/=
4.	Uniform (Tshert tu)	15,000/=
5.	kitambulisho	10,000/=
6.	Graduation	70,000/=
7.	Student Union	10,000/=
	JUMLA KUU	175,000/=

Malipo yote ya Michango mingine yafanyike kwenye akaunti Hii.Jina la Akaunti: **Arusha City Open School**

Jina la Benki:

CRDB
ACCOUNT NO: **015C851311600****Kitanda, Godoro, Maji, Umeme na Mlizi vyote vinapatikana Chuoni.****FAIDA ZA KUJIUNGA NA CHUO CHETU :**

1. Utajifunza kingereza ndani ya masomo yako
2. Chuo Kitakutafutia sehemu yakufanyia mazoezi ya vitendo baada ya masomo(Field)

SECTION I- (FOR OFFICIAL USE ONLY – KWA MATUMIZI YA OFISI TU)

1. The process of registration for the applicant has been viewed and admission is Granted No.....
2. A mount paid Admission no given.....

NAME OF ADMISSION OFFICER..... SIGNATURE DATE**ELIMU KWA MAISHA BORA**