



Visele Livecrop Skills
Training Centre

VISELE LIVE CROP SKILLS TRAINING CENTRE

P.O. BOX 342, Mpwapwa - Dodoma

TANZANIA

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Ref No. VSTC/JOI/ __/__/__

__/__/__

Application number: C/D/ __/__/__

Dear _____

1. I am pleased to inform you that you have been granted acceptance to the following program at Visele Live-crop Skills Training Centre at Mpwapwa, Dodoma.

Program:	Ordinary Diploma in Animal Health and Production
Academic Year/Term:	2025 - 2026 (September Intake)
Duration:	3-Year Course
Tuition Fee (per term):	800,000 TZS (inclusive: Tuition Fees, Examinations & Hostel)
Candidacy:	Private Candidate

2. Please take note of the following:

Date of arrival

Semester One starts on

Monday, 03rd November 2025.

You are required to report on:
(before the beginning of an orientation week.)

01st or 02nd November 2025

The orientation will take place from

03rd November to 07th November 2025.

Last date to report to the campus is on

21st November 2025.

NB:

A delay of more than two weeks will not be acceptable, and vacancies will be replaced by candidates from the waiting list.

Travel arrangements:

You are responsible for your travel expenses to and from the institute.

3. Location of the Centre

The institute is located at Mazae village, Mpwapwa District, Dodoma Region, about 3 Kilometers along the main road from Mpwapwa to Dodoma City at the “Kibao cha Magereza” signpost. Daily commuter buses are operating between Mpwapwa Town and Dodoma City. At the same time, other buses operate between Mpwapwa and Dar es Salaam and vice versa. Once at the Main Bus stop in Mpwapwa, you can take a “boda-boda” to take you to “Chuo cha Visele” at Mazae, near Mazae Secondary School.

4. Financial requirements(fees) to be met by students/parents / Guardians:

You are required to pay the Centre fees TSH. 1,600,000/= yearly in two instalments (semesters) of Tsh. 800,000/= each.

Other Payments

On arrival at the institute, each student is also required to pay Tsh 15,000/= as the National Council for Technical Education (NACTE) Quality Assurance Fee. This should be paid annually.

Field Practical Training:

You will also have to attend field practical training that will be conducted in the second and third years of studies.

Table 1: Tuition Fee Payment Schedule

Course Type	Level Of Study	Phase One by Nov	Phase Two by Jan	Phase Three By May	Phase Four by June	Total
Animal Health & Production	NTA Level 4/5	581,400	377,910	490,960	164,730	1,615,000
	NTA Level 6	653,400	424,710	551,760	185,130	1,815,000

Table 2: Fees paid directly to the student by the sponsor/parents/guardians

Direct cost payable by students	NTA Level 5 (Semester II)	NTA Level 6 (Semester II)
Field Practical Cost (For NTA Level 5 and 6)	300,000	300,000

The above fees have to be paid through the Visele Live-Crop Skills Training Centre Bank Account.

Account Name: Visele Livecrop Skills Training Centre

NMB BANK: Account No. 50406600228

OR CRDB BANK: Account No. 0150447960500

The original bank pay-in slip should be presented by the student on arrival at the training centre.

No student will be admitted without full payment of the required semester fee and NACTE Quality Assurance fee.

NB: FEES PAID TO THE CENTRE ARE NON-REFUNDABLE.

5. Medical expenses:

Medical expenses are not covered by the Institute.

It is the responsibility of parents/guardians.

Each student **MUST** therefore process his/her own Health Insurance before reporting. For those who do not have NHIF medical coverage, it can be processed at the campus, whereby each student is required to report to the respective campus management with Tsh. 50,400/= for processing of his/her own NHIF card.

The management insists that those who do not have NHIF medical coverage to process an NIDA ID for easy processing of health insurance on arrival at the respective Campus.

NB: The amount of Tsh. 50,400/= for processing of NHIF card should NOT be deposited to the Institute Account; students without 50,400/= or Health Insurance card will not be registered.

6. Purchase of Own Equipment

At the start of each year, every student will be required to have their equipment and materials for use during training.

- i. Stethoscope
- ii. Thermometer (not digital)
- iii. Practical gear: Gum boots (not white), Overalls (dark blue), White overcoat

Other requirements:

You are required to bring the following:

- i. Money to cater for your incidental expenses such as medical care, etc.
- ii. Bedding materials: bed sheets, blanket, pillow, pillow case, and mosquito net.
- iii. Sports gear
- iv. Stationery, i.e., counters, books, pens, pencils, ruler, calculator, and an English Dictionary.
- v. Four (4) recently taken passport-size photographs (colored with a blue background) for processing of identity cards and other official uses.
- vi. Medical examination report - with official stamp (from government hospital).

NB: The weather at Mpwapwa changes drastically. Please come with heavy all-weather jackets, blankets, and other warmer clothes. Electrical appliances (heaters, cookers, hair dryers, and irons) are **strictly prohibited in hostels**.

7. Registration with the Veterinary Council of Tanzania

On completion of NTA Level 5 studies, you will be required to enlist with the Veterinary Council of Tanzania as a Para-Professional Assistant and acquire a license as a meat inspector.

8. Discipline Guidelines:

Every student will be provided with the Training Centre's rules and regulations immediately upon arrival, which she/he must abide by.

9. Registration documents:

Upon arrival at the training centre, each student must produce original documents (i.e., NECTA Certificate /Statements of results, Transcripts, and Birth Certificate) for student registration.

10. Education for Self-Reliance:

Following the Training Centre objectives, every student is required to **participate fully in various production activities / environmental care, and cleanliness.**

Lastly, on behalf of the Training centre, I wish you a safe journey to Mpwapwa and success in your studies.

We would like to extend our congratulations to you once again and look forward to seeing you at VISELE LIVECROP SKILLS TRAINING CENTRE.

Wish you all the best.

Admissions Office

WISELE LIVECROP SKILLS TRAINING CENTER Phone Numbers

Admissions Office	Accounting Office	Head Office	Academic Office
0718 318 319	0718 31 83 19	0784 460 436	0717 771 405

Rules & Regulations

2 Lecture and Practical Sessions:

- 2.1 All lectures and practical sessions are compulsory, and punctuality must be observed at all times. It will be up to the student to produce supporting documents (s) in case of lateness or absenteeism. A student reporting late for lectures or practical sessions will not be allowed to join the ongoing lecture / practical to avoid disturbance (Refer to disciplinary code and penalties 7.1)
- 2.2 All students must report to the Warden / Matron/ Head of Student Affairs office on the date of arrival and departure, for semester breaks, and leave of absence. Students reporting late to the Campus without a proper reason will have violated this rule and will be reprimanded accordingly.
- 2.3 **Each student MUST participate fully in all production activities and any other compulsory activities during his/her stay at the campus.**
- 2.4 Each student is expected to fully participate in sports, games, and social activities. It will be the responsibility of the student to take care of and use the borrowed sports gear/games equipment, and facilities as expected.
- 2.5 Smoking in public premises is prohibited.
- 2.6 Unnecessary noises are not allowed in the Campus premises.
- 2.7 **Cleanliness and appropriate clothing must be observed at all times.**

Inappropriate clothing includes:-

- Sandals /slippers,
 - Boots worn in the wrong place
 - Shorts, pants
 - Unbuttoned shirts
 - High and short clothes
 - Tight trousers and dresses
 - Peddo
 - High-heeled shoes
 - Tight trousers
- 2.8 Cleanliness in and around the classroom, dormitories, compounds, etc. It is the responsibility of students.
- 2.9 Mobile phones should be switched off during theory / practical sessions, while Mobile phones and smart watches are strictly prohibited during examinations.

3 Hostels:

- 3.1 Students are responsible for the cleanliness of the hostels and their surroundings.**
- 3.2 Students are not allowed to enter rooms of fellow students of the opposite sex at all times.
- 3.3 Students are strictly prohibited from allowing visitors into their rooms.**
- 3.4 Electrical appliances, e.g., TVs, record players, ironing and cooking devices, are not allowed in dormitories.
- 3.5 Musical instruments and radio can only be used during free time up to 10.00 pm. The volume should be low at all times.
- 3.6 Intoxicating drinks/drugs and weapons are prohibited.
- 3.7 Fittings and installations should not be tampered with and must be left intact.
- 3.8 Boarding students are not allowed to be outside the Campus compounds after 7.00 pm on weekdays and 9:00 pm. during weekends and public holidays.
- 4 General:**
- 4.1 Visitors can only be entertained in the students' common room/entertainment areas up to 6.00 pm within the campus premises.
- 4.2 All students are responsible for the proper care and use of equipment issued during training and any other public property. Examples of misuse include leaving lights or water taps on, damage to government properties like chairs, glass windows, doors, books, bicycles, etc.
- 4.3 Drunken behavior and misuse of drugs are not allowed on the Campus premises.
- 4.4 Possession of any drugs and medicines without a valid prescription from a physician is prohibited.
- 4.5 Students will have to seek permission when leaving the campus for medical or any other reasons.
- 4.6 Abusive language, verbal, non-verbal, or written, is prohibited at all times.
- 4.7 Pregnancy during training is not allowed. Pregnant students shall postpone the course for two years, and automatically lose the government sponsorship.
- 4.8 A male student responsible for the pregnancy of a female student shall be liable to the same treatment in
- 4.7 above.
- 4.9 Abortion is not allowed and is a criminal offence.

- 4.10 Sexual harassment, rape, and or sex-torsion is a criminal offence.
- 4.11 Fighting and or causing bodily injury is prohibited and is a criminal offence.
- 4.12 Theft is prohibited and is a criminal offence.
- 4.13 Assault by a student on a staff member or a member of his/her family is prohibited and is a criminal offense.
- 4.14 Staff quarters and staff common rooms are out of bounds to all students at all times unless on specific authorization by the Warden/Matron, except student leaders on specific duty.
- 4.15 Any social or religious functions and meetings should be channeled through the Warden/Matron and approved by the Campus Manager
- 4.16 Any student who is proved to collaborate with another student in the commission of an offence or makes conditions for the offence, or makes conditions conducive offence shall be regarded as having also committed an offense and shall be punished accordingly.
- 4.17 Insubordination is prohibited.
- 4.18 Involvement in riots and unlawful demonstrations is prohibited
- 4.19 Riots, strikes, and unlawful demonstrations are prohibited, and any student who is proven to be ring ringleader shall be liable to severe punishment.

Appendix 3

WISELE LIVECROP SKILLS TRAINING CENTRE



MEDICAL EXAMINATION FORM
(To be completed by a Medical Officer)

PART A: BIODATA

First Name Middle name Surname.....

Age..... Sex Marital Status.....

Home Address:

Village Ward.....

District..... Region

PART B: PERSONAL HISTORY

Is the examinee suffering from any of the following? Indicate Yes or No. If yes, give the results:

- | | |
|--------------------------------|------------------------------------------|
| 1. Tuberculosis | 14. Epilepsy |
| 2. Pneumonia | 15. Any other serious disorder..... |
| 3. Pleurisy | 16. Serious accidents..... |
| 4. Asthma..... | 17. Major or Minor Operation..... |
| 5. Rheumatic fever..... | 18. Malaria/other tropical Diseases..... |
| 6. Allergic disorder..... | 19. Gynaecological disorder..... |
| 7. Heart disease..... | 20. Anemia..... |
| 8. Gastric or duodenal..... | 21. Skin diseases..... |
| 9. Recurrent indigestion | 22. Ear, Nose/Throat Disorder..... |
| 10. Jaundice..... | 23. Eye disorder..... |
| 11. Dysentery..... | 24. Psychiatric..... |
| 12. Varicose Veins..... | 25. Deformity |
| 13. Diabetes..... | |

PART C: PHYSICAL EXAMINATION

Height..... Weight BP: /.....

HB:.....RBG:.....Cardiovascular System:.....

Urine Analysis:

Stool analysis: Special emphasis on Hookworm or Bilharzia

- a) Neutrophils..... c) Basophiles..... e) Monocytes.....
- b) Eusinophils..... d) Lymphocytes..... f) ESR.....

Serology: Widal test..... VDRL.....

Pregnancy Test (Female only) Hepatitis B:

PART D: CONCLUSION

I have examined the above and consider *her/him physically fit/unfit for studies at Visele Livecrop Skills Training Centre.

Name of the Medical Officer

Signature.....

Designation.....

Official stamp

Date.....

Station.....

