



Jordan University College

A Constituent College of St. Augustine University of Tanzania
(Formerly: *Salvatorian Institute of Philosophy & Theology*)
P.O. Box 1878 / Morogoro / Tanzania

Ref.: 96/12/AD

Morogoro, 24 Jan 2012

Re: **Joining Instructions for New Comers (Academic Year 2011/2012)**
/ Diploma/ Certificate Programme

Dear

Congratulations for being one of the candidates selected to join into various diploma/certificate programmes in the academic year 2011/2012. We expect you to arrive on the 13th February so as to take part in the orientation week which is scheduled to start on that day. As the attached time table shows This orientation week is obligatory. However in order to be registered the following conditions must be fulfilled;

1. You are required to come with this letter plus original birth certificates, "O" Level and "A" level certificates if you have. Pay the full amount or at least the registration costs as shown in the attached paper.
2. All payments should be made to

Jordan University College
account No 015 027 752 7900 CRDB Branch, Morogoro.

3. After depositing your money please present to the office the original slip of the payments made. Remember **fees and charges paid are not refundable.**

NB From this academic year, those who will fail to pay any of the above shall not be registered which means that they will not have the Id's which is required to enter to the class and library. Please note that late registration could be subjected to penalty of Tsh 100,000/=; therefore don't be late!

ACCOMMODATIONS

1. Jordan University College students, have to take care of their accommodation arrangements. Assistance may be given by the dean of student to those who wish to secure accommodation off campus.

ACADEMICS

Consistent and methodical study will be required for you to succeed in your studies. First year students are to be strictly monitored especially on their capacity to speak and write in English since this is the medium of instruction at the University. General academic performance will also be evaluated usually at the end of each academic year. To help yourself improve your English, start practicing **NOW**.

GENERAL CONDUCT

1. As a University student, you are required to be models in terms of conduct and behaviour. The student by laws is expected to be issued at the time of registration and this will form part of your assessment for your diploma/certificate programme. Make sure

you get and read your copy and understand it so that in case of mistake no one should be blamed.

2. Just to remind you that Jordan University College is a Catholic University expected to be a model of good and smart students. Therefore this year dressing in unbecoming, indecent, and immoral manner will not be tolerated. This means that for **women**; wearing short clothes covering the body above the knees, transparent clothes such as skin tight and slits or opening above knees are not allowed; moreover; dressing that leaves the stomach waist and or back open such as tops are not to be tolerated. For **men** indecent dressing includes short trousers above the knees, trousers hanging under the buttocks, very tight trousers and unbuttoned shirts. For more clarification each will get a copy of STUDENTS' BY-LAWS at the time of registration. Please make sure you get to know what is expected of you as a member of Jordan University College.

Remember **how you wear is how you are**. Let us change our society by wearing everything at the right place.

NB PLEASE VISIT OUR WEBSITE FREQUENTLY TO GET UPDATES IF ANY

God Bless You

Sr. Bella D Mwakaliku
Admissions Officer

ORIENTATION WEEK SCHEDULE

DATE	TIME	EVENT	VENUE	FACILITATOR
13 Feb 2012	4.30-5.30 PM	Registration	Admission Off.	Staff
14 Feb 2012	4.30-6.00 PM	Students by Law Student's Union Medical Services	To be indicated	Dean of Students
15 Feb 2012	4.30-6.00 PM	Library Services	Library	Chief Library
16 Feb 2012	4.30-6.00 PM	Specific Issues concerning programs	To be indicated	Heads of Departments
17 Feb 2012	4.30-6.00 PM	Academics	Academics	DPAA