



**INSTITUTE OF RURAL DEVELOPMENT PLANNING  
DODOMA – TANZANIA**

**P.O. Box 138  
DODOMA  
Tanzania**

**Telephone: +255 26 2963037  
Fax: +255 26 2963036  
E-mail: rector@irdp.ac.tz  
Website: www.irdp.ac.tz**

***Our Ref: BA7/45/01C/35***

***Date: 04/06/2019***

Dear .....  
P.O.Box.....

**RE: ADMISSION FOR BASIC TECHNICIAN CERTIFICATE IN DEVELOPMENT ADMINISTRATION AND  
MANAGEMENT IN 2019/2020 ACADEMIC YEAR.**

I am pleased to inform you that you have been selected to the mentioned program for the academic year 2019/2020.

Selected candidates are expected to arrive at the Institute on Monday 15<sup>th</sup> July, 2019 The latest date for reporting is Friday 26<sup>th</sup> July, 2019 after which no candidate will be registered.

On arrival at the Institute, please bring with you the following items:-

1. Original Certificates of your academic qualifications (or valid result slip)
2. Original Birth Certificate
3. Course fee;TZS 830,000/=, paid in the following installments:  
*Semester I, during registration 310,000 (course fee and other expenses\*) , at mid semester 200,000/=*  
*Semester II, during registration 215,000/= at mid semester 200,000/=*
4. Medical Health Insurance Fee TZS 50,400/= or NHIF membership card
5. Accommodation /Hostel fee TZS.350, 000/= per year. ( **bank Account for accommodation/Hostel fee will be provided during registration**)
6. Students have to incur costs of meals, accommodation, books and stationery and practical work.

Registration will only be made to candidates who meet all the above requirements (1 – 4). Accommodation for students who will need it will be made by consulting MISAB during the registration process

Fees and other expenses (requirements 3 and 4 ) should be paid using **CONTROL NUMBER** provided during registration. Be informed that, any money once deposited in the IRDP account will not be refunded.

Students are **strongly advised to bring clothes that are acceptable based on the Government dressing code**. Disciplinary action will be taken (including suspension or discontinuation from studies) for students who will violate this regulation.

I take this opportunity to congratulate you and wish you a successful study at IRDP.

We look forward to meeting you.

Dr. D.F. Mpeta

**For: RECTOR**

*\*Other expenses include Registration fee TZS 50,000/=, Sports and Games TZS. 10,000/=, Student Union Association TZS 20,000/=, NACTE Quality Assurance Fee TZS 15,000/= making a total of TZS. 95,000/=*