



**THE UNITED REPUBLIC OF TANZANIA**  
**MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY**  
**THE UNIVERSITY OF DODOMA**



Ref.: AT23-03-018117

August 25, 2023

Ms. KLISTA A MWITA

Admission No: AT23-03-018117

**RE: OFFER OF ADMISSION TO UNDERGRADUATE DEGREE PROGRAMME FOR THE ACADEMIC YEAR 2023/2024**

The University of Dodoma is delighted to inform you that you have been selected to undertake a programme of study leading to a **Bachelor of Education in Science (BED- SC)** for the academic year 2023/2024.

You are hereby required to report to the **College of Education** at the University of Dodoma on 28<sup>th</sup> October, 2023. Upon reporting, you are obliged to REGISTER ONLINE into the specified programme after producing evidence that you have fulfilled the following:

1. Payment of Tuition Fee and Direct University costs as specified in the **attached fee structure**.
2. Payment of tuition fee can be made in two equal installments, one for a semester; or paid in full for the whole academic year.
3. Direct University Costs must be paid in full before registration.
4. The following documents must be attached into the registration system:-
  - a. Copies of Form Six (6), Form Four (4) and/or Equivalent Qualifications Certificates. Failure to attach certificates or Form Six (6) Results Slip **[for 2023 Form Six (6) leavers ONLY]** will disqualify you for registration.
  - b. A copy of original birth certificate or National Identity Card or Passport (**Affidavits are not accepted**).
  - c. A copy of dully completed medical examination form. Only Medical Examination Form (attached) examined by Medical Officer In-charge of the University of Dodoma Hospital shall be accepted.
5. Students MUST come with their original academic certificates and present the same for verification.
6. Payment of Health Insurance fee.
  - a. Tanzanian students must ensure they posses a National Identification Number from NIDA.
  - b. Members of the National Health Insurance Fund (NHIF) shall require to validate their insurance membership numbers through NHIF portal integrated in the UDOM-SR system.
  - c. Those who are not members of NHIF, or other health insurance schemes shall be required to pay the fee of TZS 50,400 through the NHIF Control Number generated from NHIF portal integrated in UDOM SR system.
  - d. It is mandatory for International students to posses a valid health insurance and passport. More details about how international students can process health insurance are available at [www.nhif.or.tz](http://www.nhif.or.tz).

Registration shall be completed online using SR2 (<https://sr2.udom.ac.tz/>). Login shall be done in the following order:-

- a. Username: Your admission number
- b. Password: Your surname in capital letters
- c. All attachments must be in a PDF file format

Be informed that any document presented shall be subjected to verification by the University Authorities upon your arrival.

Fees and other University dues should be paid before arrival using control numbers provided for every type of payment as shown in Table 1. The list of required payments can also be accessed at <https://sr2.udom.ac.tz> after login.

**Table 1: Summary of the Required Payments**

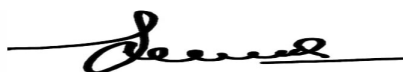
#	Payment Type	Control Number	Currency	Bill Amount
1	Accommodation fees	994461297252	TZS	243,750.00
2	Health Services Income	994461297254	TZS	10,000.00
3	Tuitions Fees-Undergraduate	994461297251	TZS	1,200,000.00
4	Quality Assurance Collection	994461297253	TZS	20,000.00
5	Contribution to UDOSO	994461297255	TZS	10,000.00

Note that the orientation programme will start on Monday 30<sup>th</sup> October 2023 at the University of Dodoma. The details of the orientation programme shall be communicated through the university website before 28<sup>th</sup> October 2023. The deadline of registration shall be on **17<sup>th</sup> November 2023**.

**International students.**

Non-East-African students are required to apply for students' PASS through <https://immigration.go.tz> (Tanzania immigration law requires all international students to acquire student pass). This can be applied after arrival. For East African Community students, please visit <https://immigration.go.tz>. The University Internationalization office ([dicce@udom.ac.tz](mailto:dicce@udom.ac.tz)) shall assist in providing any additional information related to obtaining student's pass upon their arrival.

Congratulations for being admitted to join the University of Dodoma.



Prof. Razack B. Lokina

**Deputy Vice Chancellor - Academic, Research and Consultancy**

**The University of Dodoma**