



FURAHIKA ISLAMIC VOCATIONAL TRAINING CENTRE (FIVTC)

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Registration number: REG/NACTVET/1113

Registration number: VTC/PRP/2025/09/0001/01



JOINING INSTRUCTIONS FOR NEW STUDENTS

INTRODUCTION

We are delighted to welcome you to Furahika Islamic Vocational Training Centre (FIVTC). This document contains important information regarding your admission, requirements, and obligations as a student. You are required to read it carefully and comply with all the guidelines stated herein.

2. REPORTING DATE

All newly admitted students are required to report to the Centre on **20 october, 2025**. Registration will take place from **08:00 am** to **12:30pm** at the Administration Office. Late reporting without prior notice will not be tolerated.

3. DOCUMENTS REQUIRED DURING REGISTRATION

Upon reporting, students must present the following:

1. Original Admission Letter.
2. Original academic certificates and transcripts (plus 2 copies).
3. National ID / Birth Certificate (plus 2 copies).
4. 2 recent passport size photographs.
5. Medical Examination Report from a recognized health facility.
6. Proof of Training Materials Fee payment.

4. FEES STRUCTURE

At FIVTC, students are not required to pay tuition fees. However, every student must pay a Training Materials Fee of TZS 180,000 per year.

Payments should be made to:

Bank Name: **BANK OF AFRICA**

Account Name: **FURAHIKA EDUCATION COLLEGE**

Account Number: **02813690007**

- No cash payments are accepted at the Centre.
- Proof of payment (bank slip) must be presented during registration.
- The fee covers training materials, workshop tools, and other learning resources provided by the Centre.

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Other Mandatory/Additional Costs

In addition to the Training Materials Fee, students will be responsible for the following costs:

1. Student Identity Card -TZS 7,000 (once).
2. Study Tour -TZS 20,000 (per year as scheduled).
3. Field Practical Training- Cost depends on the location where the student will be assigned.
4. Final Year Research/Project -Cost depends on the location and nature of the research assigned.
5. Veta T-shirt- TZS 20,000 (once)

5. STUDENT REQUIREMENTS

Students are required to bring only the following:

- Official Uniforms (compulsory):
 - i. Long-sleeved light blue (sea blue) shirt.
 - ii. Dark blue trousers (for male students) or dark blue skirt (for female students).
 - iii. Black closed shoes.
 - iv. Hijabs/Headscarves in three approved colours only: Black, Dark Blue, or White.
- Basic stationery (exercise books, pens, ruler, calculator, etc.).
- Special equipment/tools depending on the course enrolled in.

Note: Students are not required to bring beddings, foodstuffs, or personal effects since FIVTC is a day school (non-boarding).

6. RULES AND REGULATIONS

All students must abide by the FIVTC rules and regulations, including:

1. Respect for Islamic values and discipline.
2. Attendance and punctuality in all classes and activities.
3. Strict prohibition of alcohol, drugs, smoking, and immoral behavior.
4. Wearing of full and proper uniform as prescribed by the Centre.
5. Respect towards staff, fellow students, and community members.

Failure to observe these rules will lead to disciplinary action, which may include suspension or dismissal.

7. MEDICAL CARE

Students are responsible for their personal health. Minor cases will be handled at the Centre's First Aid unit, but serious cases will be referred to the nearest hospital at the student's cost. Every student is encouraged to have NHIF or any other health insurance card.

8. ACCOMMODATION & MEALS

FIVTC is a day school and does not provide accommodation or meals. Students are expected to arrange for their own accommodation and meals outside the Centre.

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9. WORSHIP AND RELIGIOUS OBLIGATIONS

As an Islamic Institution, students are encouraged to observe daily prayers and Islamic teachings. All students are expected to participate in religious and moral programs organized by the Centre.

ANNEX I: STUDENT'S PERSONAL INFORMATION FORM

A. STUDENT INFORMATION

- Full Name: _____
- Date of Birth: _____
- Sex: Male / Female
- Nationality: _____
- Religion: _____
- Permanent Address: _____
- District/Region: _____
- Contact Number: _____
- Email (if any): _____
- Course Admitted: _____
- Registration number: _____

B. PARENT/GUARDIAN INFORMATION

- Full Name: _____
- Relationship to Student: _____
- Occupation: _____
- Address: _____
- Contact Number: _____
- Email (if any): _____

Emergency Contact Person (if different from above):

- Name: _____
- Phone: _____

Student's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

ANNEX II: MEDICAL EXAMINATION FORM

(To be filled by a recognized medical practitioner before registration)

A. STUDENT DETAILS

- Full Name: _____
- Sex: Male / Female
- Date of Birth: _____
- Height: _____ cm
- Weight: _____ kg
- Blood Group: _____

B. MEDICAL HISTORY (tick ☒ where applicable)

- Asthma [☐]
- Epilepsy [☐]
- Heart Disease [☐]
- Tuberculosis [☐]
- Diabetes [☐]
- Allergies (specify): _____
- Other conditions: _____

C. PHYSICAL EXAMINATION

- Vision: Normal / Impaired
- Hearing: Normal / Impaired
- Chest: _____
- Abdomen: _____
- Blood Pressure: _____
- General Fitness: Fit / Not Fit

D. DOCTOR'S REMARKS

Name of Doctor: _____

Qualification: _____

Medical Facility: _____

Official Stamp & Signature: _____

Date: _____

ANNEX III: STUDENT AND PARENT/GUARDIAN DECLARATION

A. STUDENT'S DECLARATION

I, _____ (Full Name of Student),
do hereby declare that:

1. I have read and fully understood the Joining Instructions, Rules and Regulations of Furahika Islamic Vocational Training Centre (FIVTC).
2. I solemnly pledge to abide by all the regulations, observe Islamic values, and maintain good conduct throughout my studies.
3. I understand that failure to comply with the Centre's regulations may result in disciplinary action, suspension, or dismissal.

Signature of Student: _____
Date: _____

B. PARENT/GUARDIAN'S DECLARATION

I, _____ (Full Name of Parent/Guardian),
being the parent/guardian of the above-named student, do hereby declare that:

1. I have read and understood the Joining Instructions of FIVTC.
2. I accept to support and guide my child/ward to comply with all the rules, regulations, and Islamic values of the Centre.
3. I agree to take full responsibility for any misconduct of my child/ward and ensure that all required fees and contributions are paid on time.

Signature of Parent/Guardian: _____
Date: _____
Contact Number: _____

CONCLUSION

We warmly welcome you to Furahika Islamic Vocational Training Centre (FIVTC). We believe that with discipline, hard work, and commitment, you will acquire valuable knowledge and skills for your future career.

For further inquiries, please contact:

The Principal
Furahika Islamic Vocational Training Centre (FIVTC)
P.O. Box 20950, Unguja, Zanzibar
Tel: +255 678 764 884
Email: info@furahikaeducation.ac.tz / chuoeducationmaendeleo@gmail.com

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S/N	KOZI	GHARAMA ZA VIFAA	MUDA
1	HOTEL MANAGEMENT	300,000/=	MWAKA MMOJA
2	MAKE UP	300,000/=	MWAKA MMOJA
3.	COMPUTER APPLICATION & I C T	300,000/=	MWAKA MMOJA
4	SECRETARIAL STUDIES	300,000/=	MWEZI MMOJA
5	TOURISM STUDIES	300,000/=	MWAKA MMOJA
6.	FISHING PROCESSING AND MANAGEMENT	300,000/=	MWAKA MMOJA
7	GARAGE (UFUNDI WA MAGARI)	300,000/=	MIEZI 6 (MIEZI 3 DARASANI 3 FIELD)
8	UMEME WA MAJUMBANI	300,000/=	MIEZI 6 (MIEZI 3 DARASANI 3 FIELD)
9	CLEARING AND FREIGHT FORWADING	300,000/=	MWAKA MMOJA
10	CHINESE LANGUAGE	180,000/=	MWEZI MMOJA
11	EVENT PLANNING MANAGEMENT	300,000/=	MWAKA MMOJA
12	FRENCH LANGUAGE	180,000/=	MWAKA MMOJA
13	ENGLISH LANGUAGE	180,000/=	MWAKA MMOJA
14	KILIMO NA UFUGAJI	180,000/=	MWAKA MMOJA
15	ITALIAN LANGUAGE	180,000/=	MWAKA MMOJA
16	SPANISH LANGUAGE	180,000/=	MWAKA MMOJA
17	INDIA LANGUAGE	180,000/=	MWAKA MMOJA
18	GERMAN LANGUAGE	180,000/=	MWAKA MMOJA
19	BUSINESS STUDIES	300,000/=	MWAKA MMOJA
20	TAILORING	180,000/=	MWAKA MMOJA
21	USUSI	180,000/=	MWAKA MMOJA
22	HEENAH DESIGN	180,000/=	MWAKA MMOJA
23	INSURANCE	300,000/=	MWAKA MMOJA

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