



HERMARGS INSTITUTE

P. O. BOX 3086

MOROGORO

TEL: +255 742 759 220

E-mail: info@hermargs.ac.tz / hermargs.institute@gmail.com

Website: <https://www.hermargs.ac.tz>



Our Ref: HI/ADM/021/001

Date: 1st October, 2021

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Dear,

RE: ADMISSION REQUIREMENTS FOR CERTIFICATE AND DIPLOMA PROGRAMMES IN PHARMACEUTICAL SCIENCES IN 2021/2022 ACADEMIC YEAR AT HERMARGS INSTITUTE

A: IMPORTANT DATES

- i The beginning of semester I for September/October intake is 4th October, 2021.
- ii The reporting date: 04th - 06th October, 2021
- iii Orientation days: 07th - 15th October, 2021
- iv Teaching will begin on Monday 18th October, 2021

B: GENERAL REQUIREMENTS

- i Offer letter for full Admission and Registration at HERMARGS Institute
- ii Duly filled Medical Examination form found in our Website: www.hermargs.ac.tz
- iii Certified copies for Certificates of Secondary School Education
- iv Certified copies for Birth Certificate
- v Travel Passport for foreigners
- vi Three recent colored passport size photographs
- vii Bank Pay-in-Slip for Institutional fees and other charges

Warning: *It is a criminal offence to submit false information/certificates*

C: INSTITUTE UNIFORMS

FEMALES

- i** Two white decent gowns; at least thirty centimeters (30 cm) below knees
- ii** Flat black or white closed shoes (open shoes or sandals are not allowed during class hours)
- iii** Two long sleeved white laboratory/Clinical coats
- iv** White Sweater

MALES

- i.** Two short sleeved white shirts
- ii.** Two khaki colored trousers (preferably, cotton material) *Note: Jeans style is not allowed*
- iii.** At least 2 pairs of black or white leather shoes (Open shoes/ sandal are not allowed during class hours)
- iv.** Two long sleeved white laboratory/Clinical coats
- v.** White Sweater

D: REQUIREMENTS FOR HOSTEL

- i** 1 blanket
- ii** 4 bed sheets
- iii** 1 pillow + 2 pillow cases
- iv** 1 mosquito net (square type for 3 ft wide X 6 ft long bed)
- v** 1 - 2 plastic bucket(s) (at least 10 litres)
- vi** Towels
- vii** Open shoes/sandals and canvas shoes for casual stay
- viii** Mattress: 4 - 6 inch thickness x 3 ft wide X 6 ft long (Property of the student that will go away with after graduation)
- ix** Decent sportswear clothes (preferably red, blue, Yellow or back track suit) and shoes
- x** Genuine sanitary materials (Toilet and laundry soap, toothpaste, tooth brushes, sandals, toilet papers, etc)
- xi** Umbrella and/or rain coat

E: REQUIREMENTS FOR TEACHING

- i Writing materials (at least 5 counter books per semester, 3 photocopier paper reams (2 to be handled to the Institute during reporting), pens, ruler, folders etc)
- ii Calculator (**Genuine Scientific Calculator available at a cost of about TShs. 40,000/= in Morogoro shops**)
- iii USB Flash disk/jump stick and personal laptop (where possible and capacity allow)

F: MODALITY FOR PAYMENTS OF INSTITUTIONAL FEES AND OTHER CHARGES

- i Fees should be paid **in FULL** at the beginning of each academic year or **in NOT MORE THAN FOUR installments**.
- ii Payment of Institutional fees and other charges should be done through **CRDB BANK, Account Name: HERMARGS ACADEMY; Account No: 015 03 60 74 75 00** or **NMB BANK, Account Name: HERMARGS INSTITUTE; Account No: 249 10 00 11 87**. You can also pay through any **Mobile Money** (Tigopesa, M-pesa, Airtel Money, Ezypesa, T-pesa or Halopesa) using our **Tigo Account 88 48 28 4**, with account name **HERMARGS INSTITUTE**.
- iii Fees once paid are not refundable if the student withdraws or leaves the Institute without permission from the Principal or is disqualified in examination or dismissed for indiscipline.
- iv Payment by cheque, International Money Orders (IMO) is accepted.

G: REQUIREMENTS FOR MEALS

- i HERMARGS Institute offers decent canteen services at low priced, quality meals at student's cost. At least, 3,000 to 4,000 Tanzanian Shillings per day (variable depending on type meals) will be needed daily. **Such payments should be made to the student directly.**
- ii Total amount will depend on the duration the student will spend at HI for both Semesters.
Note: Students will spend a total of 8 months (about 240 days) for both Semesters.

NB: AVAILABILITY OF SHOPS

- i. Students away from Morogoro town do not need to purchase and travel with items such as mattresses since are available and can be purchased in shops in Morogoro town on arrival dates.
- ii. Basic requirements such as those for sanitation, stationery, refreshments etc can be purchased in the shop (**LUMULI SHOP**) found within HERMARGS Institute with same prices as those found in Morogoro town.