



**UNITED REPUBLIC OF TANZANIA
MINISTRY OF NATURAL RESOURCES AND TOURISM
NATIONAL COLLEGE OF TOURISM**

Junction of Samora Avenue and Shaaban Robert Street
P.O. Box 9181, Dar es Salaam, TANZANIA.
Mobile : +255 (0)738 070 795
Fax : + 25522212 5248
e-mail : info@nct.ac.tz



APPLICATION FORM FOR ACADEMIC YEAR 2023/2024

1. PERSONAL DETAILS

- First Name: Middle Name: Surname:
- Form IV Index no..... Year of completion.....Date of Birth:
- Sex: Marital Status:Country of Birth: Citizenship:
- Telephone:E-mail: Physical Impairment.....
- Permanent Address: District..... Region

2. NEXT OF KIN DETAILS

- Full Name: Telephone:
- Permanent Address: District Region
- E-mail:Relationship with the Next of Kin

3. COURSE SELECTION (Tick your favourite choice)

Arusha Campus

Programme	NTA LEVEL	Duration	✓
Technician Certificate in Hospitality Management	4 & 5	2 years	
Technician Certificate in Tour Guiding Operations	4 & 5	2 years	
Technician Certificate in Travel and Tourism	4 & 5	2 years	
Technician Certificate in Pastry and Bakery	5	1 year	
Technician Certificate in Culinary Arts	5	1 year	

Bustani Campus

Programme	NTA LEVEL	Duration	✓
Technician Certificate in Food and Beverage Operations – Apprenticeship program	4 & 5	2 years	
Technician Certificate in Culinary Arts - Apprenticeship program	4 & 5	2 years	
Technician Certificate in Rooms Division - Apprenticeship program	4 & 5	2 years	
Technician Certificate in Hospitality Management	4 & 5	2 years	
Technician Certificate in Pastry and Bakery	5	1 year	
Technician Certificate in Culinary Arts	5	1 year	
Ordinary Diploma in Hospitality Management	5 & 6	2 years	
Ordinary Diploma in Hospitality Management – Upgrading	6	1 year	
Technician Certificate in Event Management	4 & 5	2 years	
Ordinary Diploma in Event Management – Upgrading	6	1 year	
Ordinary Diploma in Event Management	5 & 6	2 years	
Ordinary Diploma in Culinary Arts	5 & 6	2 years	
Ordinary Diploma in Culinary Arts – Upgrading	6	1 year	

Mwanza Campus

Programme	NTA LEVEL	Duration	✓
Technician Certificate in Travel and Tourism	4 & 5	2 years	
Technician Certificate in Tour Guiding Operations	4 & 5	2 years	

Ordinary Diploma in Travel and Tourism	5 & 6	2 years	
Ordinary Diploma in Tour Guiding Operations	5 & 6	2 years	
Ordinary Diploma in Travel and Tourism – Upgrading	6	1 year	
Ordinary Diploma in Tour Guiding Operations – Upgrading	6	1 year	

Temeke Campus

Programme	NTA LEVEL	Duration	✓
Technician Certificate in Travel and Tourism	4 & 5	2 years	
Technician Certificate in Tour Guiding Operations	4 & 5	2 years	
Ordinary Diploma in Tour Guiding Operations	5 & 6	2 years	
Ordinary Diploma in Travel and Tourism	5 & 6	2 years	
Ordinary Diploma in Tour Guiding Operations – Upgrading	6	1 year	
Ordinary Diploma in Travel and Tourism – Upgrading	6	1 year	

N.B Basic Technician Certificate in Hospitality students can specialize in either Culinary Arts, Pastry and Bakery, or Proceed with Hospitality Management in their second year of studies (Technician Certificate (NTA Level 5))

4. EDUCATION BACKGROUND

Level	Name of Institution/School	Year (From.....To)
College/University		
A level		
O – Level		
Primary school		
Any other (Specify)		

5. APPLICATION REQUIREMENTS (Qualifications)

i) The entry requirements (Qualifications) for this programme are:

Technician Certificate in Event Management	<ul style="list-style-type: none"> A Certificate of Secondary Education Examination (CSEE) with a minimum of four (4) passes in non-religious subjects
Ordinary Diploma in Event Management	<ul style="list-style-type: none"> Holders of Certificate of Secondary Education Examination (CSEE) with a minimum of four (4) passes in non-religious subjects and holder of Technician Certificate (NTA Level 5) in Events Management, with 2.0 GPA and above OR Holders of Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one subsidiary.
Technician Certificate in Hospitality Management, Technician Certificate in Food and beverage Operations, Technician Certificate in Culinary	<ul style="list-style-type: none"> A holder of Certificate of Secondary Education Examination (CSEE) with a minimum of Four (4) Passes in non-Religious Subjects A holder of Certificate of Secondary Education Examination (CSEE) with two passes "D and above" in non-religious subjects and Holder of National Vocation Award (NVA) level III in Front Office, Food Production/Cookery, Food and Beverage Services, Pastry and Bakery, House Keeping and Laundry

<p>Arts, Technician Certificate in Rooms Division – Apprenticeship Programme</p>	
<p>Ordinary Diploma in Hospitality Management</p>	<ul style="list-style-type: none"> • Holders of Certificate of Secondary Education Examination (CSEE) with a minimum of four (4) passes in non-religious subjects and holder of Basic Technician Certificate (NTA Level 4) in Hospitality Operations, Hotel management, Food and Beverage services, Food Production/Cookery, Pastry and Bakery, Housekeeping and Laundry With 2.0 GPA and above OR Holders of Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one subsidiary.
<p>Ordinary Diploma in Culinary Arts</p>	<ul style="list-style-type: none"> • Holders of Certificate of Secondary Education Examination (CSEE) with a minimum of four (4) passes in non-religious subjects and holder of Basic Technician Certificate (NTA Level 4) in Hospitality Operations, Hotel management, Food and Beverage services, Food Production/Cookery, Pastry and Bakery With 2.0 GPA and above OR Holders of Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one subsidiary.
<p>Technician Certificate in Travel and Tourism and Technician Certificate in Tour Guiding Operations- Apprenticeship Program</p>	<ul style="list-style-type: none"> • A holder of Certificate of Secondary Education Examination (CSEE) with a minimum of Four (4) Passes in non-Religious Subjects • A holder of Certificate of Secondary Education Examination (CSEE) with two passes "D and above" in non-religious subjects and Holder of National Vocation Award (NVA) level III in Travel and Tourism Operation, Tour guiding operations, Tourism Management, Tourism and Marketing, and Cultural Tourism.
<p>Ordinary Diploma in Travel and Tourism Ordinary Diploma in Tour Guiding Operations</p>	<ul style="list-style-type: none"> • Holders of Certificate of Secondary Education Examination (CSEE) with a minimum of four (4) passes in non-religious subjects and holder of Basic Technician Certificate (NTA Level 4) in Travel and Tourism Operation, Tour guiding operations, Tourism Management, Tourism and Marketing, and Cultural Tourism With 2.0 GPA and above OR Holders of Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one subsidiary.

Ordinary Diploma in Travel and Tourism – Upgrading
Ordinary Diploma in Tour Guiding Operations – Upgrading

- Holders of Certificate of Secondary Education Examination (CSEE) with a minimum of four (4) passes in non-religious subjects and holder of Technician Certificate (NTA Level 5) in Travel and Tourism Operation, Tour guiding operations, Tourism Management, Tourism and Marketing, and Cultural Tourism with 2.0 GPA and above.

6. APPLICATION CHECK LIST

- Application fee/receipt of **10,000/- TZS NON-REFUNDABLE**. The payment must be made through control number from the College through calling the number; **0738 070 795**.
- Recent coloured passport size photograph.
- Photocopies of your **ACADEMIC CERTIFICATES** and Transcripts.
- Certified Copy of Birth Certificate
- Deadline for submission is: 30th July, **2023**

7. SPONSORSHIP

- Name of Sponsor.....Occupation..... Date.....
- Address..... Tel/Mobile.....
- E- Mail..... Signature.....

8. DECLARATION

I declare that I have read and accepted the information in this form. I agree to abide to all rules and regulations put forth by the Management of the National College of Tourism. And I hereby declare that the information given herein is true, accurate and complete. I ACCEPT THAT IF I DO NOT COMPLY WITH THESE REQUIREMENTS, THE COLLEGE SHALL CANCEL MY APPLICATION AND I SHALL HAVE NO CLAIM AGAINST THE NATIONAL COLLEGE OF TOURISM

Name.....Signature..... Date.....

10 FEE STRUCTURE

FIRST YEAR

S/N	Description	Certificate Programmes	Diploma Programmes
1	Tuition Fee	1,200,000	1,250,000
2	Excursion Fee	100,000	100,000
3	Examination and Quality Assurance Fee	50,000	50,000
4	Caution Money	50,000	50,000
5	Identity Card	5,000	5,000
	TOTAL	1,405,000	1,455,000

SECOND YEAR

1	Tuition Fee	1,200,000	1,250,000
2	Examination and Quality Assurance Fee	50,000	50,000
	TOTAL	1,250,000	1,300,000

S/N	Description	Apprenticeship Programmes
	First Year	
1	Tuition Fee	700,000
3	Examination and Quality Assurance Fee	50,000
4	Caution Money	50,000

5	Identity Card	5,000
	TOTAL	805,000
Second Year		
1	Tuition Fee	700,000
2	Examination and Quality Assurance Fee	50,000
	TOTAL	750,000

Other charges*

1	Uniform for Event Management courses	90,000
2	Uniform for Tourism Courses	170,000
3	Uniform for Hospitality Courses	200,000
4	Hostel Fee per Semester	200,000
5	Health Insurance	50,400
6.	Student's union Fee per year	10,000

*The following shall be paid upon arriving at the college through a control number provided by the college.

11 PUBLICITY SURVEY

1. Please fill the following survey, to assist College's publicity programme
How did you get information about National College of Tourism?
 - i. TV
 - ii. Radio
 - iii. Newspaper
 - iv. At the College's campuses
 - v. College Workers
 - vi. College's website
 - vii. Social media (i.e. Instagram, Facebook, YouTube and twitter) specify.....
 - viii. OTHERS (specify).....
2. Which media could easily be available/accessible to you
(Specify).....
3. Which New programme(s)/course(s) should NCT introduce (Please specify)
.....
4. Any other recommendations

12 OFFICIAL USE ONLY

Approved.....
 Not Approved.....
 Reasons:

 Name..... Signature..... Date.....