



# COLLEGE OF AFRICAN WILDLIFE MANAGEMENT, MWEKA



P. O Box 3031, Moshi - Tanzania    Mob: +255783808281    Tel : +255 272756451

Fax +255 272756414 Email: [admission@mwekawildlife.ac.tz](mailto:admission@mwekawildlife.ac.tz)

Website: <http://mwekawildlife.ac.tz>

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PROSPECTIVE STUDENTS' INFORMATION FOR ACADEMIC YEAR 2020/2021

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## 1. INTRODUCTION

The College of African Wildlife Management, Mweka (CAWM) is the leading institution in professional and technical training in Wildlife and Tourism Management. It was established by the Tanzanian Act of Parliament Number 8 of 1964. The College is registered and accredited by the National Council for Technical Education (NACTE) and recognized as a Centre of Excellence by the East African Community (EAC) and Southern African Development Community (SADC).

## 2. LOCATION

The College is situated in Mweka village on the southern slopes of Mount Kilimanjaro in Tanzania at an elevation of 1400 meters above sea level. It lies 14 kilometers north of Moshi town in an agricultural country with coffee as the principal cash crop. Despite of its tropical location, Mweka enjoys a semi-temperate climate due to its elevation. There are two rain seasons a year, the long rains in March and June and the short rains in October and November. The weather is generally sunny, although June to September can be cloudy and relatively cool. The nights can be chilly with mean temperatures varying between 17°C and 30°C with low humidity. It may be advantageous for you to bring warm clothing.

## 3. TRAVEL TO MWEKA

Mweka can be reached by road from Kilimanjaro International Airport (KIA) or from Moshi town. From Moshi town, public transport and taxi to Mweka is available, although taxi is relatively expensive.



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## **4. RESIDENCE**

The College provides accommodation facilities for both female and male students. Hostels are limited and priority will be given on a first come, first serve basis and for those with special needs. Students shall be required to bring their own beddings, if they opt to take College's accommodation.

## **5. CAFETERIA SERVICES**

Students may obtain cafeteria services at an outsourced College cafeteria and/ or other private food vendors outside the College premises. Meal allowance shall personally be provided to a student by their sponsor, parent or guardian to allow a student make his/her own private meal arrangements.

## **6. GAMES AND SPORTS**

Available sports facilities for indoor and outdoor games at the College include a soccer (football) pitch; courts for tennis, squash, basketball and volleyball, table tennis, darts, badminton etc. It will be rewarding to bring with you sports gears.

## **7. SUBSCRIPTIONS TO STUDENT'S ORGANIZATION**

Every student is an automatic member of the students' organization. The students' organization is the official body for students' affairs and is the official organ of representation of the student body in various forums.

## **8. DISCIPLINE**

Students admitted to this College are expected to be exemplary in the society, demonstrate good behavior and maintain self-respect and integrity in accordance with the rules and regulations of the College. Failure to observe or comply with any lawful order may lead to summary dismissal from the College.



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## **9. STUDENT'S DRESS CODE**

Alongside the Public Service Circular No. 3 on Dress Code, 2007, students are expected to wear College uniforms all the time during the weekdays. The students will be required as well to put on field uniforms all the time during field practical training. The field uniform will be provided by the College after collecting the precise cloth/shoe measurements (sizes) from students. *Students who will choose to violate the dressing code will be liable for disciplinary actions.*

## **10. DECLARATION REGARDING COMPLETION OF THE COURSE**

All candidates confirming acceptance of vacancies in this College, must complete all the modules in their respective program unless required to do otherwise by the College. Please sign the relevant sections of the enclosed form of acceptance of the vacancy and completed forms must be returned to the College during registration.

## **11. MEDICAL EXAMINATION**

Admission into the College is conditional upon a satisfactory medical report being received by the College. Students are therefore required to undergo medical examination by government medical practitioners. Use the enclosed form which should be brought with you duly filled and signed.



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## **12. DOCUMENTS FOR REGISTRATION**

During registration each student must produce the following:

- Original certificates of academic qualifications (Results slips will be accepted for form six leavers of 2020 and form four leavers of 2019 ONLY) and their copies
- Original birth certificates or affidavit and their copies
- Dully filled Medical Examination Form
- Four passport size photo for Tanzanian and 8 passport size photo for non-Tanzanian with blue background.
- Any other certificates supporting your qualifications

## **13. REGISTRATION AND COURSE COMMENCEMENT**

For non-degree programs, registration will start on 16<sup>th</sup> November 2020 and for degree program registration will start on 23<sup>rd</sup> November, 2020. Please be informed that if a student will not report in two weeks from the mentioned dates, we shall assume that s/he has opted not to attend the program and will lead to cancellation of admission.

## **14. FEE STRUCTURE PAYABLE TO THE COLLEGE**

All College fees should be paid after obtaining a control number from the College database. Please read the attached document with detailed program fees and other expenses for 2020/2021 academic year.



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## CONDITIONS OF YOUR ADMISSION TO THE COLLEGE

1. Your admission is based on the academic qualification you submitted on your application forms which is subject to satisfactory verification. On your arrival you will be required to present your **original academic certificates** to be checked for legitimacy. If you submit a forged certificate/document, you will be committing a criminal offense and may be reported to the responsible authority.
2. You will be registered in the program in which you have been admitted. The student name should be registered exactly as it appears on his/her passport or academic records (first name in full, middle name(s), and surname in capital and in full). The same names will appear on all permanent records at the College.
3. You should also bring **passport size photographs** (colored with blue background), eight (8) for non- Tanzanians and four (4) for Tanzanians to be presented on the registration date. Passport size photographs are to be used for processing the identity card and other official uses.
4. A minimum payment of 50% of tuition fees must be paid before a student can be admitted to the course. The remaining balance must be paid no later than the start of the second semester or the student will be suspended until the payment is received. If you are a HESLB loan beneficiary, you shall not be registered without full payment of the top up amount.
5. Fees once paid shall not be refunded except for conditions in the College Fee Refund Policy. Students are advised to operate personal bank accounts for their personal use. Payments for personal expenses made through College Bank account will be charged Management fee of 15% of such amount.
6. You should possess a health Insurance cover all the time while at the College, in order to access medical services. Students will be required to fill NHIF registration forms available at the College.
7. Foreign students are required to report to the Dean of Students Office as soon as they arrive at the College in order to process the study permits in the Immigration office.



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## PROGRAMME FEES AND OTHER EXPENSES FOR 2020/2021 ACADEMIC YEAR

**Table 1: College's Fees for Postgraduate Diploma; Bachelor Degree; Ordinary Diploma; Technician Certificates and Basic Technician Certificates**

PROGRAMMES		TANZANIAN (TZS)	EAC & SADC (US \$)	FOREIGNERS (US \$)
Postgraduate Diploma in Wildlife Management		5,313,000	2,843	6,175
Postgraduate Diploma in Tourism Planning and Management		5,313,000	2,843	6,175
Bachelor Degrees in Wildlife Management (NTA 7& 8)	<i>1<sup>st</sup> Year</i>	4,673,000	2,549	5,768
	<i>2<sup>nd</sup> Year</i>	4,268,000	2,362	5,395
	<i>3<sup>rd</sup> Year</i>	4,718,000	2,569	6,175
Bachelor Degrees in Wildlife Tourism (NTA 7& 8)	<i>1<sup>st</sup> Year</i>	4,673,000	2,549	5,768
	<i>2<sup>nd</sup> Year</i>	4,268,000	2,362	5,395
	<i>3<sup>rd</sup> Year</i>	4,718,000	2,569	6,175
Ordinary Diploma in Wildlife Management (NTA 5& 6)	<i>1<sup>st</sup> Year</i>	3,798,000	2,149	5,765
	<i>2<sup>nd</sup> Year</i>	4,208,000	2,337	6,123
Ordinary Diploma in Wildlife Tourism (NTA 5 & 6)	<i>1<sup>st</sup> Year</i>	3,798,000	2,149	5,765

	2 <sup>nd</sup> Year	4,208,000	2,337	6,123
Technician Certificate in Wildlife Management (NTA 5)	One Year	3,798,000	2,149	5,765
Technician Certificate in Wildlife Tourism (NTA 5)	One Year	3,848,000	2,149	5,765
Basic Technician Certificate in Wildlife Management (NTA 4)	One Year	3,598,000	2,057	5,465
Basic Technician Certificate in Wildlife Tourism (NTA 4)	One Year	3,598,000	2,057	5,465

**Note:** Tuition fees plus accommodation fees at the College's campus must be paid in full or in two installments of 50% at the beginning of each semester. No student shall be allowed into the campus without paying College's Fees. College's Fees are subject to change annually to reflect changing economic and financial circumstances. Customers shall be informed accordingly.

**Table 2: Estimated Annual Compulsory Direct Costs to Students (Non-Tuition Costs)**

Items		TZS	Other Students (US\$)
Cafeteria Costs		1,8,0000-3,500,000	800-1500
Accommodation	College property on campus (double shared rooms)	689,259	600
	College property on campus (self-contained shared quadrate rooms)	459,506	400
	College property on campus (self-contained non-shared rooms)	1148,765	1000
	Off campus (private property outside the College Campus)	900,000-1,800,000	400-800
Transport for off-campus students		900,000-1,200,000	400-600
Pair of binoculars*		120,000	50
Field guide books: Birds, Mammals and plants of East Africa		@80,000	100
Scientific calculator*		40,000	10-20
Field waterproof note book, writing pad and pencil		20,000	10
Uniform (Two Tshirts (dark blue & grey), Two Black trousers and One pair of khaki suit.)		140,000	50-70
Beddings		45,000-70,000	20-30

\* These costs are incurred once during the programme

**Table 3: Modular Fees and Short Course (*Food Costs and Accommodation Exclusive*)**

<b>COURSE</b>	<b>Definition</b>	<b>Tuition Fee per student per week</b>	<b>Tuition &amp; Accommodation per week</b>
<b>Modular Courses</b>	Students joining ongoing long course modules	US\$ 200	US\$ 300
<b>Tailor-made</b>	On campus	US\$ 450	US\$ 500
<b>Tailor made</b>	Off campus – outreach	US\$ 750 plus transport and full board accommodation for participating lecturer(s)	Nil
<b>Tailor made</b>	On campus and field oriented	US\$ 600	US\$ 750

\* *In the event that the College offers courses in collaboration with other institutions or the courses include considerable field travel, these fees may vary.*

**BANK ACCOUNTS' DETAILS**

<p><b><u>Tanzania Bank Account Details: (US\$ Account)</u></b></p> <p><b>Name of account : College of African Wildlife Management</b></p> <p><b>Account Number : 0171 0500 2480</b></p> <p><b>Banker : NBC Ltd – Moshi, Branch</b></p> <p><b>Banker's address : P.O. Box 3030, Moshi, Tanzania</b></p> <p><b>SWIFT code : NLCBTZTX or NLCBTZTXXXXX</b></p>	<p><b><u>For payments made in equivalent Tanzanian Shillings</u></b></p> <hr/> <p><b>Name of Account :College of African Wildlife Management</b></p> <hr/> <p><b>Account Number :01J1039905500</b></p> <p><b>Banker :CRDB Ltd Moshi Branch</b></p> <p style="text-align: center;"><b>OR</b></p> <p><b>Name of Account: College of African Wildlife Management</b></p> <p><b>Account Number :4226600034</b></p> <p><b>Banker :NMB Ltd Mawenzi Branch, Moshi</b></p>
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## STUDENT'S ACCEPTANCE OF ADMISSION INTO CAWM, MWEKA

### PART ONE:

I accept the admission as a student for the academic year 2020/2021 to pursue

.....  
(name of the programme) at the College of African Wildlife Management, Mweka. I declare that I have read and understood these joining instructions and I will abide by the conditions specified therein. I confirm that I will abide by the students' by-laws of the College, Examination Regulations or any legal orders given by the College. I further affirm that I am the same person who applied to admittance to the College under these names, and shall not change the names there of. I also declare that all the documents/ information I have submitted to the College are genuine and true to the best of my knowledge.

I also undertake to produce at the time of admission a dully filled medical report by the Government medical doctor stating clearly that I am mentally and physically fit to undertake ..... (Name of the programme) and that the College may refer me to do a fresh medical examination if it feels necessary notwithstanding the previous medical report.

Full Name .....

Signature .....

Phone No. ....



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## PART TWO:

### Parent/Employer's /Sponsor's Declaration

We approve the sponsorship of .....(name of the candidate) to undertake the .....(name of the programme) and confirm that he/she will be released from duties to attend the programme (if applicable).

We further confirm that this Company/Organization/Ministry/Family will sponsor the student and pay the College fees. We also know that fees once paid shall not be refunded under any circumstances.

Name .....

Signature .....

Relationship.....

Address.....

Phone No.....

Date.....



**D. LABORATORY TEST**

1.Urine: Albumin.....Sugar.....Leucocytes.....Bilharzia.....

Stools: Special emphasis on Hookworm or Bilharzia

Blood Examination: Haemoglobin .....

White cell count – Total .....

Different Count:

(a)Neutrophils.....(b)Eosinophils.....

(c)Basophils.....(d)Lymphocytes .....

(e)Monocytes. .... (f)Erythrocyte Sedimentation Rate (ESR) mm/hr

**E. DOCTOR’S RECOMMENDATIONS:**

I have examined Mr./Mrs./Miss .....and considered that he/she is FIT/NOT FIT to be enrolled as a student at CAWM,Mweka.

\*Delete the word which is not applicable.

**Name of the Doctor**.....

**Title** .....

**Qualifications** .....(Official Stamp)

**Signature**.....

**Date:** .....