



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

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**SEPTEMBER ADMISSION CYCLE FOR ACADEMIC YEAR 2018/2019  
APPLICATION FORM  
S/N: NCT/SEP/2018/001**

**1. PERSONAL DETAILS**

- First Name: ..... Middle Name: ..... Surname: .....
- Date of Birth: ..... Sex: (M/F)..... Form Four Index No.....
- Marital Status: ..... Country of Birth: ..... Citizenship: .....
- Telephone: ..... E-mail: .....
- Permanent Address: ..... District ..... Region .....

**2. NEXT OF KIN DETAILS**

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

**3. COURSE SELECTION (Tick your favorite choice)**

**Arusha Campus**

Programme	Duration	✓
Technician Certificate in Hospitality Operations	2 years	

**Bustani Campus**

Programme	Duration	✓
Ordinary Diploma in Hospitality Management - Upgrading	1 Year	
Ordinary Diploma in Hospitality Management	2 years	
Technician Certificate in Hospitality Operations	2 years	

**Temeke Campus**

Programme	Duration	✓
Ordinary Diploma in Travel and Tourism - Upgrading	1 Year	
Ordinary Diploma in Travel and Tourism	2 years	
Technician Certificate in Tour Guiding Operations	2 years	
Technician Certificate in Travel and Tourism	2 years	

*N.B Basic Technician Certificate in Hospitality students can specialize in either in Front Office Operations, Food Production, Food and Beverage Services, Pastry And Bakery, House Keeping And Laundry 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 hospitality Programme are:**

Ordinary Diploma In Hospitality Management	<ul style="list-style-type: none"> <li>• A holder of Certificate of Secondary Education Examination (CSEE) with four (4) Passes (D and above) in non Religious Subjects and a holder of Basic Technician Certificate (NTA Level 4) in Front Office, Food Production, Food and Beverage Services, Pastry And Bakery, House Keeping and Laundry with 2.0 GPA and above OR</li> <li>• A holder of Advanced Certificate of Secondary Education Examination (ACSEE) with at least One Principal Pass and One Subsidiary Passes</li> </ul>
Ordinary Diploma in Hospitality Management - Upgrading	<ul style="list-style-type: none"> <li>• A holder of Certificate of Secondary Education Examination (CSEE) with Four (4) Passes in non religious subjects and a holder of Technician Certificate (NTA Level 5) in Front Office, Food Production, Food And Beverage Services, Pastry And Bakery, House Keeping And Laundry With 2.0 GPA and above</li> </ul>
Basic Technician Certificate in Hospitality Operations	<ul style="list-style-type: none"> <li>• A holder Of Certificate Of Secondary Education Examination (CSEE) with Four (4) Passes in non Religious Subjects</li> <li>• 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</li> </ul>

**ii). The entry requirements (Qualifications) for Tourism Programme are:**

<p>Ordinary Diploma in Travel and Tourism</p>	<ul style="list-style-type: none"> <li>• Holders of Certificate of Secondary Education Examination (CSEE) with four (4) passes in non-religious subjects and holder of Certificate of NTA Level 4 in Travel and Tourism Operation, Tour guiding operations, Tourism Management, Tourism and Marketing, Hospitality Management and Cultural Tourism With 2.0 GPA and above OR</li> <li>• A holder of Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one subsidiary.</li> </ul>
<p>Ordinary Diploma in Travel and Tourism (Upgrading)</p>	<ul style="list-style-type: none"> <li>• Holders of Certificate of Secondary Education Examination (CSEE) with four (4) passes in non-religious subjects AND Possession of Technician Certificate (NTA Level 5) in Travel and Tourism Operation, Tour guiding operations, Tourism Management, Tourism and Marketing, Hospitality Management and Cultural Tourism With 2.0 GPA and above</li> </ul>
<p>Technician Certificate In Travel And Tourism</p>	<ul style="list-style-type: none"> <li>• A holder of Certificate Of Secondary Education Examination (CSEE) with four passes "D" in non religious subjects OR</li> <li>• 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</li> </ul>
<p>Technician Certificate In Tour Guiding Operations</p>	<ul style="list-style-type: none"> <li>• A holder of certificate of secondary education examination (CSEE) with four passes "D" in non religious subjects OR</li> <li>• A holder of certificate of secondary education examination (CSEE) with two passes "D" in non religious subjects and Holder of National Vocation Award (NVA) level III</li> </ul>

**6. APPLICATION CHECK LIST**

i) Application fee/receipt of 10,000/- TShs. **NON REFUNDABLE**. The payment must be made through direct bank deposit using the following bank accounts

**Arusha Campus**

*Bank: National Bank of Commerce (NBC)*

*A/C Name: National College of Tourism Arusha*

*A/C no: 014103017754*

**Bustani Campus**

*Bank: National Bank of Commerce (NBC)*

*A/C Name: National College of Tourism*

*A/C no: 011103015048*

**Temeke Campus**

*Bank: National Bank of Commerce (NBC)*

*A/C Name: National College of Tourism – Temeke Campus*

*A/C no: 033103011071*

- ii) Recent colored passport size photograph.
- iii) Photocopies of your **ACADEMIC CERTIFICATES** and Transcripts.
- iv) Certified Copy of Birth Certificate
- v) Deadline for submission is: **8<sup>th</sup> September, 2018**

**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 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.....

**9 PUBLICITY SURVEY**

**Please fill the following survey, to assist College’s publicity programme**

How did you get information about National College of Tourism? -----

- TV
- Radio
- Newspaper
- At The College Campuses,
- College Workers
- Colleges Website
- Social Media i.e. Instagram and facebook
- OTHERS (specify).....

1. Which media could easily be available/accessible to you  
(Specify).....
2. Which new programme(s)/course(s) should NCT introduce (Please specify).....
3. Any other recommendations  
.....

**10. OFFICIAL USE ONLY**

Approved.....

Not Approved.....

Reasons:

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

***WELCOME TO THE NATIONAL COLLEGE OF TOURISM***