

**UNIVERSITY OF DAR ES SALAAM**



**JOINING INSTRUCTIONS AND INFORMATION FOR  
FRESHERS**

**2020/2021**

# UNIVERSITY OF DAR ES SALAAM



## JOINING INSTRUCTIONS AND INFORMATION FOR FRESHERS

OFFICE OF THE DEPUTY VICE CHANCELLOR  
(ACADEMIC)

DIRECTORATE OF UNDERGRADUATE STUDIES

P.O. BOX 35091 – Dar es Salaam – Tanzania

Telegraphic Address: UNIVERSITY OF DAR ES SALAAM

Telephone: 255-022-2410500 Ext 2019

Direct line: 255-022-2410544

Telefax: 255-022-2410078

Email: [dus@udsm.ac.tz](mailto:dus@udsm.ac.tz)

Website: [www.udsm.ac.tz](http://www.udsm.ac.tz)

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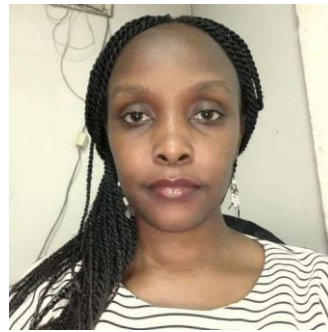
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Mr. Justine Mwengele  
*Head - ID Unit*



Mr. Josephat Edmund  
*Teaching Logistics*

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Website: [www.udsm.ac.tz](http://www.udsm.ac.tz)

## **ABBREVIATIONS USED IN THIS BOOK**

|       |   |
|-------|---|
| CoAF  | College of Agricultural Sciences and Fisheries Technology |
| CoET  | College of Engineering and Technology                     |
| CoHU  | College of Humanities                                     |
| CoICT | College of Information and Communication Technologies     |
| CoNAS | College of Natural and Applied Sciences                   |
| CoSS  | College of Social Sciences                                |
| DUCE  | Dar es Salaam University College of Education             |
| IDS   | Institute of Development Studies                          |
| IKS   | Institute of Kiswahili Studies                            |
| IMS   | Institute of Marine Sciences                              |
| MCHAS | Mbeya College of Health and Allied Sciences               |
| MUCE  | Mkwawa University College of Education                    |
| SJMC  | School of Journalism and Mass Communication               |
| SoED  | School of Education                                       |
| UDBS  | University of Dar es Salaam Business School               |
| UDSoL | University of Dar es Salaam School of Law                 |

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## **INCOMING STUDENTS**

Congratulations to all new comers! Welcome to the University of Dar es Salaam, *2020/2021 intake!* You are joining a long and storied academic journey and we are pleased to introduce you to the community at the Hill.

### **1. ARRIVING AT THE UNIVERSITY**

Prospective students selected to join the Mwalimu J.K. Nyerere Mlimani Campus (which includes the Main Campus, the School of Journalism and Mass Communication [SJMC], the College of Information and Communication Technologies [CoICT]) should report at the Main Campus on **14<sup>th</sup> November 2020**.

Applicants selected for admission into the Dar es Salaam University College of Education (DUCE), Mkwawa University College of Education (MUCE), Mbeya College of Health and Allied Sciences (MCHAS) and the Institute of Marine Sciences (IMS) should report directly at their respective campuses on the same date.

On arrival, prospective students at the Mwalimu J.K. Nyerere Mlimani Campus will have to observe the following:

- a. There will be Guides at the campuses' entry points to assist them with directions.
- b. The Guides and other Officials will be on duty from 8.00 am to 6.00 pm.
- c. Admission issues for prospective students admitted at the Mwalimu Nyerere Mlimani Campus will be handled in Nkrumah Hall from 8.00 am to 6.00 pm.
- d. On the arrival day, prospective students are advised to avoid carrying heavy luggage so as to minimize inconveniences that may occur as they will have to move from one location to another for registration purposes.

**NOTE:** Depending on where you are coming from, the UDSM information desk is available to assist you at the following terminals:- Ubungo, Mbagala Rangi-3, Zanzibar Forodhani, Mbeya, and Iringa.

Prospective students arriving at DUCE, MUCE, MCHAS, and IMS will be guided by officials as they report at their respective campuses.

## 2. PAYMENT COMPLIANCE

The prospective HESLB and Private sponsored students must pay their due tuition fees and direct costs to complete their registration. The table 1 and 2 below summarize the UDSM tuition fees for various programmes and university direct costs.

**Table 1: Tuition fees for Undergraduate degree programmes for 2020/2021 academic year**

| <b>Tuition Fees for Tanzanians (TZS)</b> | <b>Tuition Fee Non-Tanzanians (USD)</b> | <b>Academic Unit</b> | <b>Programme</b>                  |
|--|---|----------------------|-----------------------------------|
| 1,000,000                                | 2,100                                   | CoHU                 | B.A. History                      |
|  |   |                      | B.A. Art and Design               |
|  |   |                      | B.A. Education (Shared with CoSS) |
|  |   |                      | B.A. Film and Television          |
|  |   |                      | B.A. Heritage Management          |
|  |   |                      | B.A. Language Studies             |
|  |   |                      | B.A. Music                        |
|  |   |                      | B.A. Theatre Arts                 |
|  |   |                      | B.A. Literature                   |
|  |   |                      | B.A. Philosophy and Ethics        |
|  |   | CoSS                 | B.A. Anthropology                 |
|  |   |                      | B.A. Psychology                   |
|  |   | DUCE                 | B.A. Education                    |
|  |   |                      | BED. Arts                         |
|  |   | IDS                  | B.A. Development Studies          |
|  |   | IKS                  | B.A. Kiswahili                    |
|  |   | MUCE                 | B.A. Education                    |
|  |   |                      | BED. Arts                         |

| <b>Tuition Fees for Tanzanians (TZS)</b> | <b>Tuition Fee Non-Tanzanians (USD)</b> | <b>Academic Unit</b> | <b>Programme</b>  |
|--|---|----------------------|---|
|  |   | SoED                 | BED. Adult and Community Education                              |
|  |   |                      | BED. Commerce   |
|  |   |                      | BED. Early Childhood Education                                  |
|  |   |                      | BED. Physical Education and Sport Sciences                      |
|  |   |                      | BED. Psychology   |
| 1,100,000                                | 2,700                                   | CoET                 | B.Sc. Geomatics   |
|  |   |                      | B.Sc. Quantity Surveying  |
| 1,300,000                                | 2,700                                   | CoAF                 | B.Sc. Agricultural and Natural Resources Economics and Business |
|  |   |                      | B.Sc. Agricultural Engineering and Mechanisation                |
|  |   |                      | B.Sc. Aquatic Sciences and Fisheries                            |
|  |   |                      | B.Sc. Beekeeping Science and Technology                         |
|  |   |                      | B.Sc. Crop Science and Technology                               |
|  |   |                      | B.Sc. Food Science and Technology                               |
|  |   | CoET                 | Bachelor of Architecture  |
|  |   |                      | B.Sc. Chemical and Process Engineering                          |
|  |   |                      | B.Sc. Civil Engineering   |
|  |   |                      | B.Sc. Electrical Engineering                                    |
|  |   |                      | B.Sc. Industrial Engineering                                    |
|  |   |                      | B.Sc. Mechanical Engineering                                    |
|  |   |                      | B.Sc. Metallurgy and Mineral Processing                         |

| <b>Tuition Fees for Tanzanians (TZS)</b> | <b>Tuition Fee Non-Tanzanians (USD)</b> | <b><i>Academic Unit</i></b> | <b><i>Programme</i></b>                                |
|--|---|-----------------------------|--|
|  |   |                             | B.Sc. Mining Engineering                               |
|  |   |                             | B.Sc. Petroleum Engineering                            |
|  |   |                             | B.Sc. Textile Design and Technology                    |
|  |   |                             | B.Sc. Textile Engineering                              |
|  |   | CoHU                        | B.A. Archaeology                                       |
|  |   |                             | B.A. Archaeology and Geography                         |
|  |   |                             | B.A. Archaeology and History                           |
|  |   |                             | B.A. Diplomatic and Military History                   |
|  |   |                             | B.A. Communication Studies                             |
|  |   |                             | B.A. History, Cultural Heritage Management and Tourism |
|  |   |                             | B.A. History and Political Science                     |
|  |   | CoICT                       | B.Sc. Electronic Science and Communication             |
|  |   | CoNAS                       | B.Sc. Mathematics and Statistics                       |
|  |   |                             | B.Sc. Applied Microbiology and Chemistry               |
|  |   |                             | B.Sc. Actuarial Sciences                               |
|  |   |                             | B.Sc. Applied Zoology                                  |
|  |   |                             | B.Sc. Botanical Sciences                               |
|  |   |                             | B.Sc. Chemistry  |
|  |   |                             | B.Sc. Engineering Geology                              |
|  |   |                             | B.Sc. Geology  |
| B.Sc. Meteorology                        |   |                             |  |
| B.Sc. Microbiology                       |   |                             |  |

| <b>Tuition Fees for Tanzanians (TZS)</b> | <b>Tuition Fee Non-Tanzanians (USD)</b> | <b><i>Academic Unit</i></b> | <b><i>Programme</i></b>                          |
|--|---|-----------------------------|--|
|  |   |                             | B.Sc. Molecular Biology and Biotechnology        |
|  |   |                             | B.Sc. Petroleum Chemistry                        |
|  |   |                             | B.Sc. Geophysics                                 |
|  |   |                             | B.Sc. Geology and Geothermal Resources           |
|  |   |                             | B.Sc. Chemistry and Physics                      |
|  |   |                             | B.Sc. Petroleum Geology                          |
|  |   |                             | B.Sc. Wildlife Science and Conservation          |
|  |   |                             | B.Sc. Education                                  |
|  |   |                             | B.Sc. with Geology                               |
|  |   | CoSS                        | B. A. Geography and Environmental Studies        |
|  |   |                             | B.A. Library and Information Studies             |
|  |   |                             | B.A. Political Science and Public Administration |
|  |   |                             | B.A. Economics                                   |
|  |   |                             | B.A. Economics and Statistics                    |
|  |   |                             | Bachelor of Social Work                          |
|  |   |                             | B.A. Sociology                                   |
|  |   |                             | B.A. Statistics                                  |
|  |   | DUCE                        | BED. Science                                     |
|  |   |                             | B.Sc. Education                                  |
|  |   | IMS                         | B.Sc. Marine Sciences                            |
|  |   | MUCE                        | BED. Science                                     |
|  |   |                             | B.Sc. Chemistry                                  |
|  |   |                             | B.Sc. Education                                  |
|  |   | SJMC                        | B.A. Journalism                                  |
|  |   |                             | B.A. Mass Communication                          |
|  |   |                             | B.A. Public Relations and                        |

| <b>Tuition Fees for Tanzanians (TZS)</b> | <b>Tuition Fee Non-Tanzanians (USD)</b> | <b>Academic Unit</b>     | <b>Programme</b>                                      |
|--|---|--------------------------|---|
|  |   |                          | Advertising   |
|  |   | UDBS                     | BBA (Evening)   |
|  |   |                          | B.Com Banking and Financial Services                  |
|  |   |                          | B.Com Finance   |
|  |   |                          | B.Com Human Resources Management                      |
|  |   |                          | B.Com Marketing                                       |
|  |   | B.Com Tourism Management |   |
| UDSoL                                    | B.A. Law Enforcement                    |                          |   |
| 1,500,000                                | 3,500                                   | CoICT                    | B.Sc. Business Information Technology                 |
|  |   |                          | B.Sc. Computer Engineering and Information Technology |
|  |   |                          | B.Sc. Computer Science                                |
|  |   |                          | B.Sc. Electronics Engineering                         |
|  |   |                          | B.Sc. Telecommunication Engineering                   |
|  |   | UDBS                     | B.Com Accounting                                      |
| UDSoL                                    | Bachelor of Laws (LLB)                  |                          |   |
| 1,800,000                                | 5,672                                   | MCHAS                    | Doctor of Medicine                                    |

**Table 2: Direct University Costs (Payable to the University)**

| <b>Cost item</b>       | <b>Tanzanians (TZS)</b> | <b>Non-Tanzanians (USD)</b> |
|------------------------|-------------------------|-----------------------------|
| ID fee                 | 5,000                   | 5                           |
| Registration (once)    | 5,000                   | 100                         |
| Examination Fee        | 12,000                  | 120                         |
| Medical Capitation Fee | 50,400                  | 25                          |

|                   |               |            |
|-------------------|---------------|------------|
| Student Union Fee | 5,000         | 15         |
| TCU Commission    | 20,000        | 10         |
| <b>Total</b>      | <b>97,400</b> | <b>275</b> |

### 3. DIRECT STUDENTS' COSTS

Prospective UDSM students should have a minimum annual budget to meet their living costs as per table 3 below.

**Table 3: Costs Payable Directly to Students**

| Cost Item                        | Cost (TZS)       |
|----------------------------------|------------------|
| Books & Stationery Allowance     | 200,000          |
| Meal and Accommodation Allowance | 2,099,000        |
| <b>Total</b>                     | <b>2,299,000</b> |

In addition, students are required to have sufficient funds to cater for Special College/School/Institute requirements. Such requirements may be in the form of boots, overalls, compass sets, drawing boards, track suits, gloves, masks, etc. as well as funds for industrial/practical training or teaching practice depending on the programme.

Applicants are urged to consult the latest University prospectus for specific requirements by their colleges/schools or consult the units that they intend to apply for more details, including indicative cost implication.

### 4. PAYMENT MODE

All payments should be done online through the University Students' Academic Registration Information System (ARIS) account at <https://aris2.udsm.ac.tz/index.php> by following the steps below:

- a. Log into your ARIS account
- b. Click on **MYPAYMENTS** link

- c. Click on **CREATE NEW PAYMENT** link.
- d. Choose items you want to pay for, by clicking at the check boxes and specify the amount that you wish to pay for: then click the button **SAVE** and request a control number.
- e. Use the control number that system has provided after few seconds of step 4 to pay for the selected items.
- f. Use the control number to make your payment(s) at the **NEAREST BANK** or by Mobile –Money.

## **5. REGISTRATION REQUIREMENTS**

All students should have the following during registration:

- a. Two coloured passport size photographs,
- b. Admission letter indicating UDSM students' registration number and form IV index number,
- c. Two copies of registration forms duly filled with students' information,
- d. The names appearing on the registration forms should match the ones appearing in the O-level and A-level/diploma certificates as well as the admission letter. **No additional names will be accepted.**
- e. International students should bring certificates issued by their respective examinations Boards and not testimonials from their Secondary School Headmasters/Headmistresses.

## **6. STUDENT IDENTITY CARDS**

All students are supposed to present their admission letters to the UDSM Identity Card Unit for photograph taking and issuance of ID.

## **7. MEDICAL EXAMINATION**

You will be required to go for medical examination at the University Health Centre or any other Government Hospital. Duly filled medical examination forms with evidence that you have been screened for Tuberculosis including chest X-ray



report shall be presented during registration. The form can be downloaded from the UDSM website. Students with medical problems are advised to see the Medical Officers-in-Charge at the Mwalimu J.K. Nyerere Mlimani Campus, DUCE, MUCE, MCHAS and IMS.

## **8. MEDICAL SERVICES**

The University of Dar es Salaam Health Centre (UHC) provides preventive, curative and restorative health services to students, staff and general public. The Centre is located within the Mwl. J. K. Nyerere Mlimani Campus. The University also runs dispensaries located at Mabibo students' hostels, Institute of Marine Sciences (Zanzibar), first AID services at HE. Dr. J. P. Magufuli hostel, School of Journalism and Mass Communication and College of Information Communication and Technologies

The Centre is accredited to offer services to NHIF beneficiaries. All students are required to join NHIF by filling in special forms after contributing some specified amount of money. Students who fulfil the above will be provided with NHIF membership cards, which will be used to access treatment at the Centre and other accredited health facilities countrywide. Students who fall sick during examinations are advised to report to their respective departments and the Health Centre for treatment and further directives. **If you want to postpone examinations or studies on medical grounds you MUST submit an authentic medical report from recognized hospital.**

### **8.1. HIV and AIDS**

HIV and AIDS remain one of the world's most significant public health challenges; all age group are affected by the disease but group aged 15-49 years is mostly affected. Current data shows that more than 50% of HIV new infection occurs in youth aged 19-24 years of age. Abstaining from sex, being faithful, limiting number of sexual partner to one who is not infected, consistent and correct use of condom are some of the measures that can prevent HIV transmission. The Centre offers free counselling and testing of HIV and confidentiality is highly maintained.

## **8.2. Coronavirus Disease (COVID-19)**

COVID-19 is an infectious disease caused by a newly discovered coronavirus; it spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes. Infection occurs by breathing in the virus if you are within close proximity of someone who has COVID-19, or by touching a contaminated surface and then your eyes, nose or mouth.

The disease affects different people in different ways. Most infected people will develop mild to severe illness. The symptoms of COVID – 19 include but not limited to fever, dry cough, sore throat, tiredness, headache, aches and pains. Other symptoms include diarrhoea, loss of taste or smell. Protect yourself and others around you from COVID-19 by:-

- a. Cleaning your hands regularly using soap and water, or an alcohol-based hand rub;
- b. Maintaining a safe distance from anyone who is coughing or sneezing;
- c. Avoiding shaking hands, hugging or kissing;
- d. Avoiding unnecessary crowding or wear a face mask when it is necessary;
- e. Not touching your eyes, nose or mouth with unclean hands;
- f. Covering your nose and mouth with your bent elbow or a tissue when you cough or sneeze;
- g. Staying at home if you feel unwell;

Note: If you have fever, cough and difficulty breathing, seek medical attention at the nearest medical facility.

*In case of an emergency please dial any of the following UHC numbers for assistance: 0739260861 (Medical Officer in Charge), 0737830053 (Ambulance services), 0737828559 (Emergency Section, UHC)*

***Be responsible! Protect yourself and others!***

## **9. REGISTRATION OF COURSES**

Registration of courses in various academic units will be conducted as per the orientation week programme issued by the office of the Director of Undergraduate Studies.

## **10. CHANGE OF DEGREE PROGRAMMES**

No student will be permitted to change the degree he/she has been selected to pursue without the approval of the Senate. The procedures for changing a course will be on condition that:

- a. The student is registered,
- b. There is a vacancy in a programme of interest,
- c. The student has met the criteria and cut-off points used to select students to the programme,
- d. The transfer can take place not later than the Friday of the fourth week after the beginning of the first semester, and
- e. The application is done online at <https://aris2.udsm.ac.tz>.
- f. Transfers from education programmes are not entertained.

**NOTE: *HESLB beneficiaries will not get any additional fund from the Board if they opt to transfer to programmes with higher fees.***

## **11. OFFICE OF THE DEAN OF STUDENTS**

The Dean of Students Office (DoSO) is in charge of all matters that involve students' life at UDSM. Units under DoSO include University Students Accommodations Bureau (USAB), Students Governance Unit, Health and Catering Unit, and Counselling Unit

### **11.1. USAB**

USAB deals with all matters regarding student's accommodation at UDSM, visit <http://www.doso.udsm.ac.tz> for more details.

The University of Dar es Salaam provides accommodation for all undergraduate students during their first year of study at a reasonable price as per table 4.

**Table 4: Available Student Hostels and Charges at the UDSM Main Campus, MCHAS, and IMS**

| S/N | Hostels and Halls of Residence                          | Costs per day   |                     |
|-----|---|-----------------|---------------------|
|     |   | Tanzanian (TZS) | Non-Tanzanian (USD) |
| 1   | Halls of Residence (Hall 3, Hall 4, Hall 6, and Hall 7) | 800             | 3                   |
| 2   | Mabibo Hostels  | 500             | 3                   |
| 3   | HE. Dr. J. P. Magufuli Hostel                           | 500             | 3                   |
| 4   | CoICT Hostels   | 800             | 3                   |
| 5   | Mazizini Hostel (IMS)                                   | 500             | 3                   |
| 6   | MCHAS Hostel  | 800             | 3                   |

***NOTE:** There are also private hostels available for students for more details visit USAB offices or call 0735-232 061.*

### **11.2. Students' Governance Unit**

Students' Governance Unit deals with students' leadership under auspices of Dar es Salaam Student Organization (DARUSO) and student associations. It is the responsibility of this unit to guide, counsel and coordinate the organizations' activities to ensure that they are fairly run, with integrity and mutuality among students by taking into consideration gender balance. On the other hand, the unit plays the role of bridging the gap between students and UDSM management. It also supervises the implementation of Student By-Laws.

### **11.3. Health and Catering Unit**

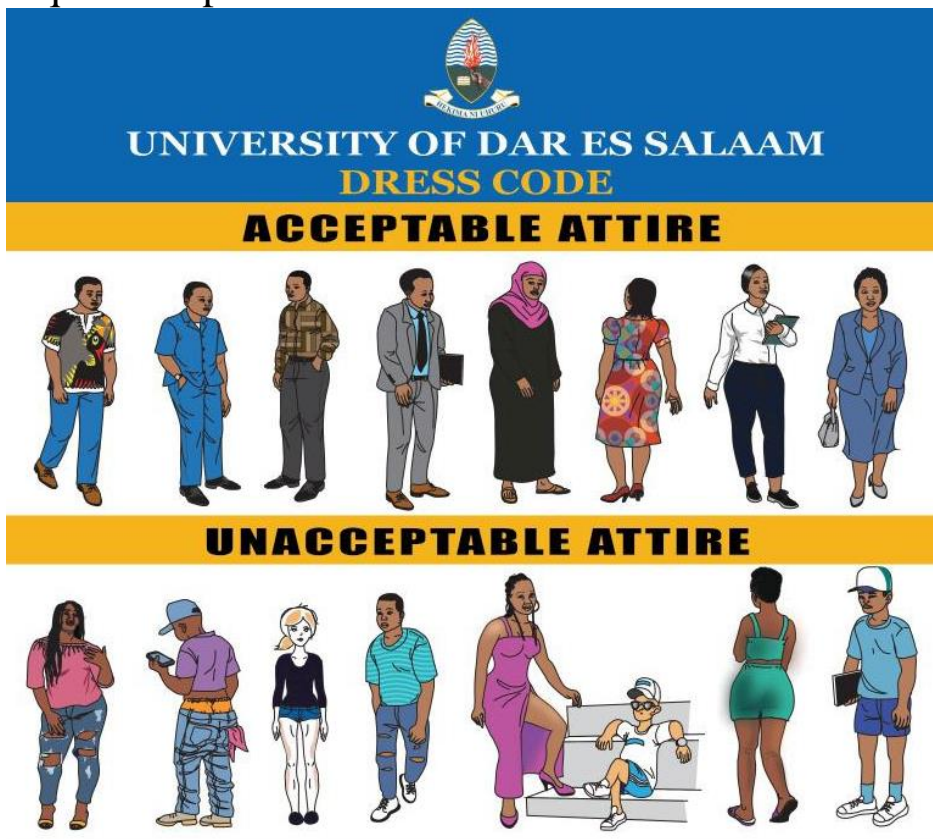
Health and Catering Unit supervises sanitation in all catering services and assists sick students in collaboration with the University Health Centre (UHC) to find medical treatment. To ensure that students have medical insurance under the National Health Insurance Fund (NHIF), a form should be filled out and submitted to NHIF desk located at the Dean of Students' Office.

#### 11.4. Counselling Unit

The Counselling Unit provides personal and academic counselling. The counselling unit gives Self-help Line Tips on DoSO website. Using the website students will be able to find assistance from a counsellor. In case of emergency dial the number 0735 232 061 for assistance.

#### 11.5. Dress code

Staff and students of the University of Dar es Salaam are required to put on decent attires as demonstrated below.



### 12. DARUSO

Dar es Salaam University Students Organization (DARUSO) is an independent student organization, which works for welfare of students. All UDSM students are members of DARUSO. DARUSO offices are located between Yombo 1 and Hall 6.

#### 12.1. Objectives of DARUSO

- a. To bridge the gap between students and the UDSM administration;

- b. To protect the rights of all its members;
- c. To facilitate good environment for its members to study;
- d. To coordinate and regulate all crucial matters for student stay at the University;
- e. To promote peace, love, respect and cooperation in the University community and in the neighbourhood; and
- f. To create networking with other Universities within the country and beyond.

## **12.2. DARUSO Government Structure**

### **a. Cabinet**

Cabinet consists of President, Vice President, Prime Minister, Ministers and Deputy Ministers.

### **b. Judicial Organ**

The Judicial organ consists of Chairperson of the Judicial Organ, Secretary of the Judicial Organ and all Chairpersons and Secretaries from colleges, schools, and institutes.

### **c. University Students' Representative Council (USRC)**

The USRC consists of Speaker, Deputy Speaker, Clerk and all University representatives from the Cabinet, Judicial organ, and elected representatives from colleges, schools, and institutes.

For further information please see contact details below:

President – 0765 773 652

Vice President – 0746 323 327

Minister for Information – 0713 538 728

Website: <http://udsm.ac.tz.daruso.com>

E-mail address: [darusomlimani@gmail.com](mailto:darusomlimani@gmail.com)

Instagram: Daruso-Mlimani

## **13. STUDENTS FINANCING UNIT**

The Unit is responsible for coordinating financial matters for students that receive support from the Higher Education Students

Loan Board (HESLB). Thus, it offers advise to students on all matters relating to students loans.

The Unit is located at Yombo Buildings at Dean of Students Premises Room number 11, 16 and 17.

#### **14. CONTINGENCIES**

It is advisable for students have sufficient funds from their own sources to cater for initial costs upon arrival while awaiting for sponsors to release their funds.

#### **15. SPECIAL NEEDS EDUCATIONAL SERVICES**

Special needs educational services are offered under the School of Education (SoED) through the Special Needs Educational Unit. The unit is located in the SoED Building room numbers 215, 202 and 204.

Services are offered to students with Visual Impairment (total blind and low vision), Hearing Impairment (deaf and hard of hearing), and those with severe physical challenges.

For special needs educational services call any of the following numbers:

- a. 0754 551 630 or 0715 551 630
- b. 0755 367 646 or 0715 367 646
- c. 0767 056 058 or 0713 056 058

#### **16. SAFETY AND SECURITY**

Safety and Security at UDSM is under the mandate of the University Auxiliary Police Department. In case of need call the following numbers:

- a. Commandant: 0754 333 322, 0783 633 983 or 0754 597 047
- b. Operations Officer: 0754 333 322 or 0719 394 822
- c. Staff Officer: 0784 686 494 or 0757 686 494
- d. Gender Desk: 0712 407 977
- e. OCS Auxiliary Police: 0784 742 858
- f. CRO: 0699 831 152

- g. Control Room: 0699 831 153
- h. Landline: 022 2410 266

## **17. LIBRARY SERVICES**

The library services are offered in two library buildings namely Dr Wilbert K. Chagula Library and the New University of Dar es Salaam Library. The library is stocked with over 600,000 volumes of print resources and subscribes to various electronic journal databases.

### Opening hours

- a. 8:00 am to 10:30 pm: Monday to Saturday,
- b. 8:00 am to 5:00 pm: on Vacations,
- c. Closed on Sundays and Public Holidays.

Library users are required to possess valid ID cards to access the following services:

- a. Online Public Access Catalogue (OPAC);
- b. Lending of library materials;
- c. Reference services;
- d. Current awareness services;
- e. Selective dissemination of information;
- f. Photocopying services;
- g. Internet services, and
- h. Library user instructions.

## **18. FAITH-BASED LIFE**

Students and staff have complete freedom of worship. At present, facilities are available for Christians and Muslims. You are advised to register with your faith group on campus for your spiritual growth.

## **19. SHOPPING SERVICES**

Shopping services are available at Hill Park near the Police Station, 'Kariakoo' near USAB offices, Hall IV and Mlimani City Shopping Mall along Sam Nujoma road about 3 km from Mwl. J.K. Nyerere Mlimani Campus and Mabibo Complex. Students admitted at MCHAS and IMS may wish to consult the



Office of the Dean of Students at their respective campuses for assistance.

## **20. RECREATIONAL ACTIVITIES**

The University encourages students to participate in games. It has playgrounds (out-door) with six grounds for Football, four for Netball, four for Basketball, three for Volleyball, nine for Tennis, One for Track and Field-Athletics, one swimming pool and an International Cricket ground. In-door games facilities for Badminton, Table Tennis, Basketball and Aerobic training are also available. Most of these facilities are located at the Mwl. J.K. Nyerere Mlimani Campus and others are at Mabibo; while some are at CoICT, Kijitonyama Campus.

For more information, contact the Coordinator, Sports and Games at the University Swimming Pool.

## **21. BANKING SERVICES**

You will need to open a bank account at any bank of your choice during your studentship. The Dean of Students Office (DoSO) will provide you with an introduction letter to assist you in opening a bank account. You will further need your student ID card, address and name of your degree program. Depending on the bank you choose, you may be asked for more documents.

## **22. TRANSPORT SERVICES**

Students residing at the Mabibo Hostels will be served by shuttle busses available daily. Commuter buses (Daladala) from Mwenge via the University to Ubungo or Changanyikeneni are also available.

## **23. DEFERREMENT OF ADMISSION**

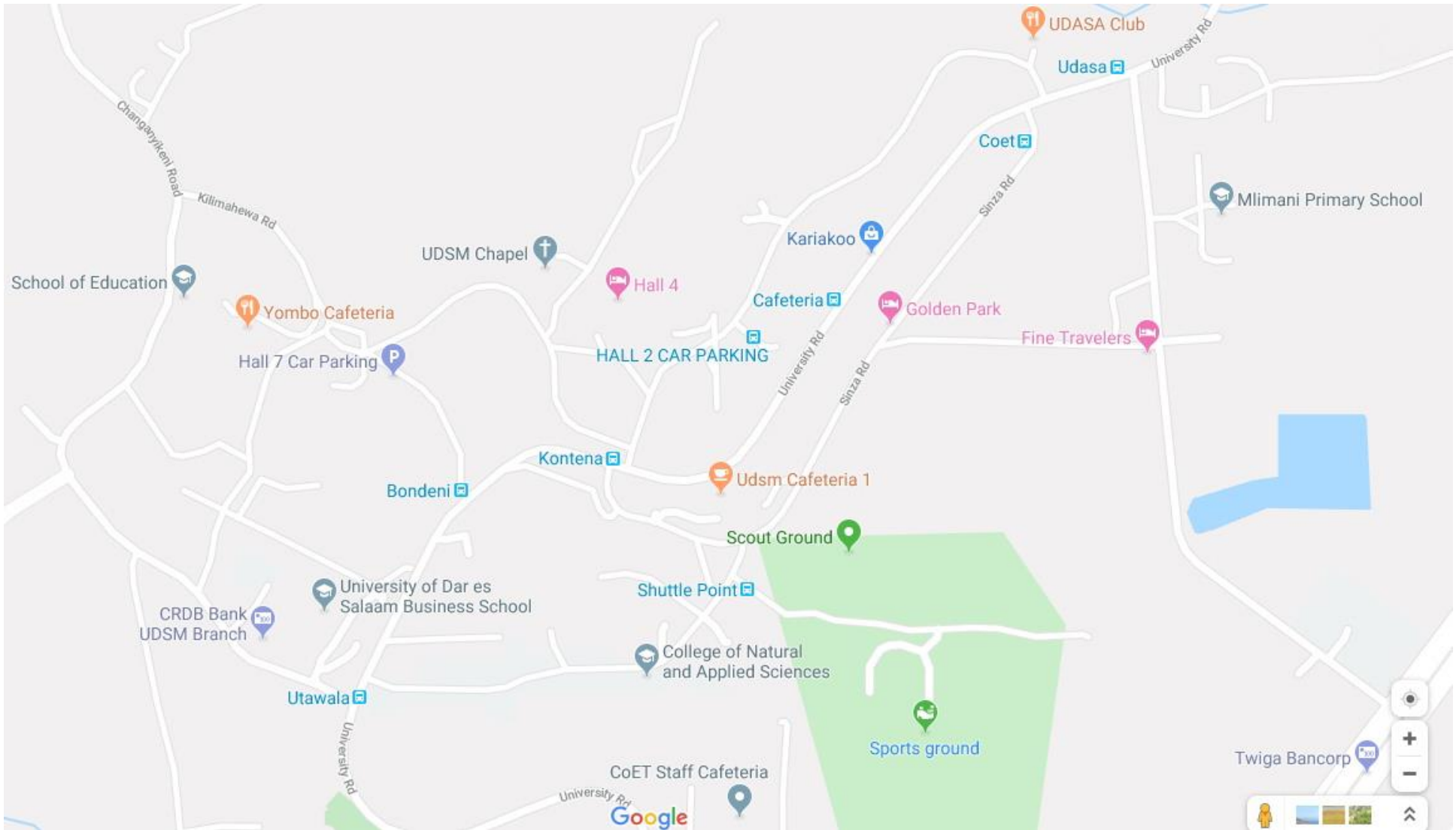
Students who have been selected but cannot join the University for any reason cannot defer the admission to the next year. Such students need to apply afresh for the coming year.

**24. POSTPONMENT OF STUDIES**

No student will be allowed to postpone studies after effective commencement of an academic year except under special circumstances. Permission to postpone studies will be considered after producing satisfactory evidence of the reasons for postponement and written approval from the sponsor. Special circumstances shall include: sickness, serious social problems (each case to be considered on its own merit) and severe sponsorship problem.

**25. CONTACTS**

In case of any problems or questions, please contact the Admissions Office, Room No. 103, in the Sisal House, at the Mwalimu J.K. Nyerere Mlimani Campus.



University of Dar es Salaam Map, adopted from Google

## UNIVERSITY OF DAR ES SALAAM

### ORIENTATION WEEK PROGRAMME 2020/2021 FROM SATURDAY 14<sup>th</sup> NOVEMBER 2020 TO SATURDAY 21<sup>st</sup> NOVEMBER 2020

| DATE   | TIME              | ACTIVITY                              | RESPONSIBLE PERSON                     | PARTICIPANTS        | VENUE                       |
|--|-------------------|---------------------------------------|--|---------------------|-----------------------------|
| <b>Saturday 14<sup>th</sup> November, 2020</b> | 08.00–06.00 p.m.  | Receiving Students                    | Student Volunteers/DOS Staff/DUS Staff | First Year Students | Nkrumah Hall                |
|  |                   | Orientation to fee payment procedures | Bursar Staff                           | First Year Students | Nkrumah Hall                |
|  |                   | Photograph taking                     | ID Card Unit Officials                 | First Year Students | ID Unit/Nkrumah Hall        |
|  |                   | Registration                          | Principals/Deans/Director              | First Year Students | Nkrumah Hall                |
| <b>Sunday 15<sup>th</sup> November, 2020</b>   | 10.00–06.00 p.m.  | Receiving Students                    | Student Volunteers/DOS Staff/DUS Staff | First Year Students | Nkrumah Hall                |
|  |                   | Orientation to fee payment procedures | Bursar Staff                           | First Year Students | Nkrumah Hall                |
|  |                   | Registration                          | Principals/Deans/Director              | First Year Students | Nkrumah Hall                |
|  |                   | Photograph taking                     | ID Card Unit Officials                 | First Year Students | ID Unit/ Nkrumah Hall       |
| <b>Monday 16<sup>th</sup> November, 2020</b>   | 08.00 -12.30 p.m. | Registration                          | Principals/ Deans /Director            | First Year Students | Colleges/Schools/ Institute |
|  |                   | Photograph taking                     | ID Card Unit Officials                 | First Year Students | ID Unit/ Nkrumah Hall       |

| DATE  | TIME               | ACTIVITY  | RESPONSIBLE PERSON                                  | PARTICIPANTS                             | VENUE                           |
|---|--------------------|---|---|--|---------------------------------|
|   |                    | Issuance of IDs   | Principals / Deans/ Director                        | First Year Students                      | Colleges, Schools and Institute |
|   |                    | Medical Examination   | Medical Officer in-Charge                           | CoSS & CoHU                              | UDSM Health Centre              |
|   | 12.30 - 02.00 p.m. | <b>LUNCH BREAK</b>  |   |  |                                 |
|   | 02.00 - 03.00 p.m. | Registration  | Principals/ Deans / Director                        | First Year Students                      | Colleges/Schools and Institute  |
|   | 03.00 - 04.00 p.m. | Issuance of IDs   | Principals / Deans/ Director                        | First Year Students                      | Colleges, Schools and Institute |
|   |                    | Medical Examination   | Director Medical Services                           | CoET, IDS, IKS, UDBS & SJMC              | UDSM Health Centre              |
|   | 04.00-05.00 p.m.   | Tour on Mwalimu J.K. Nyerere Mlimani Campus   | Students leadership (DARUSO)                        | CoSS, CoHU, UDSoL, UDBS IDS & IKS        | Meeting point Yombo 5           |
|   |                    |   |   | CoICT, SJMC, CoET, CoNAS SoED, CoAF &IDS | Meeting point Yombo 4           |
|   | 06.00              | <b>END OF THE DAY</b>   |   |  |                                 |
| <b>Tuesday 17<sup>th</sup> November, 2020</b> | 8.00–10.00 a.m.    | Joint briefing as for the day's activities and quest./answers on general life at UDSM | DOS Staff/Auxiliary Police/Library Staff/Bursar/UCC | UDSoL, CoSS, CoHU, IKS, IDS, SJMC & SoED | Yombo 4                         |
|   |                    |   |   | CoICT, UDBS, CoET CoNAS,IDS & CoAF       | Yombo 5                         |

| <b>DATE</b>                                     | <b>TIME</b>       | <b>ACTIVITY</b>      | <b>RESPONSIBLE PERSON</b>   | <b>PARTICIPANTS</b>              | <b>VENUE</b>                 |
|---|-------------------|----------------------|-----------------------------|----------------------------------|------------------------------|
|   | 10.00-12.00 p.m.  | Library Programme    | Director, Library Services  | CoICT, UDBS, CoNAS, CoET         | Yombo 5                      |
|   | 12.00-01.00 p.m.  | Library Programme    | Director, Library Service   | UDSoL, SJMC, IDS, IKS and SoED   | Yombo 4                      |
|   |                   |                      |                             | CoSS, CoHU, & CoAF               | Yombo 5, Nyerere Theater 1&2 |
|   | 01.00–02.00 p.m.  | <b>LUNCH BREAK</b>   |                             |                                  |                              |
|   | 02.00–04.00 p.m.  | Registration         | Principals/Deans/Director   | First Year Students              | Colleges/Schools/Institute   |
|   | 04.00 –06.30 p.m. | Issuance of ID Cards | Principals/ Deans/ Director | First Year Students              | Colleges/Schools/Institute   |
|   | 06.30 – 8.30      | DARUSO Programme     | DARUSO                      | First Year Students              | Yombo 4                      |
| <b>Wednesday 18<sup>th</sup> November, 2020</b> | 08.00–10.30 a.m.  | Registration         | Principals/ Deans/ Director | First Year Students              | Colleges/Schools/Institute   |
|   |                   | Medical Examination  | Medical Officer in-Charge   | CoNAS, CoICT, CoAF, UDSoL & SoED | UDSM Health Centre           |
|   | 10.30-12.30 p.m.  | Religious programmes | CCT Chaplain                | First Year Students              | Yombo 5                      |
|   |                   |                      | TEC Chaplain                | First Year Students              | Yombo 4                      |
|   |                   |                      | MSAUD Amir                  | First Year Students              | Nyerere Theatre 1            |
|   |                   |                      |                             |                                  |                              |

| <b>DATE</b>                                    | <b>TIME</b>                         | <b>ACTIVITY</b>                       | <b>RESPONSIBLE PERSON</b>                           | <b>PARTICIPANTS</b>   | <b>VENUE</b>       |
|--|-------------------------------------|---------------------------------------|---|---|--------------------|
|  | 12.30–02.00 p.m.                    | <b>LUNCH BREAK</b>                    |   |   |                    |
|  | 02.00–03.00 p.m.                    | Introduction to ARIS                  | Director Undergraduate Studies and ARIS Coordinator | First Year Students from SoED, CoET, CoNAS and CoICT , CoAF | Yombo 4            |
|  | 03:00-04:30 pm                      | Introduction to ARIS                  | Director Undergraduate Studies and ARIS Coordinator | UDBS, UDSoL, SJMC, CoSS, CoHU, IKS and IDS                  | Yombo 5            |
|  | 04.30 - 06.00 p.m.                  | Games & Sports                        | Games Tutors  | First Year Students   | Yombo 5            |
|  | 06.00                               | <b>END OF THE DAY</b>                 |   |   |                    |
| <b>Thursday 19<sup>th</sup> November, 2020</b> | 08.00-12.30 p.m.                    | Colleges/Schools/Institute Programmes | Principals/Deans/Director                           | CoET,   | Nyerere Theatre I  |
|  |                                     |                                       |   | COSS  | Yombo 4            |
|  |                                     |                                       |   | CoHU  | Yombo 5            |
|  |                                     |                                       |   | CoNAS,  | Nyerere Theatre II |
|  |                                     |                                       |   | UDBS  | Yombo I            |
|  |                                     |                                       |   | CoICT   | CoICT Campus       |
|  |                                     |                                       |   | SoED  | Yombo 2            |
|  |                                     |                                       |   | UDSoL   | Yombo 3            |
|  |                                     |                                       |   | SJMC  | SJMC Campus        |
|  |                                     |                                       |   | IKS   | ATA                |
| CoAF   | Lecture Room No.10<br>CoAF Building |                                       |   |   |                    |
|  |                                     |                                       |   | IDS   | ATB                |

| <b>DATE</b>                                  | <b>TIME</b>        | <b>ACTIVITY</b>                             | <b>RESPONSIBLE PERSON</b>                    | <b>PARTICIPANTS</b>                       | <b>VENUE</b> |
|--|--------------------|---|--|---|--------------|
|  | 12.30 - 02.00 p.m. | <b>LUNCH BREAK</b>                          |  |   |              |
|  | 02.00–03:00 p.m.   | Special Address on Gender Issues            | Director, Gender Centre/Gender Focal Persons | CoSS, CoHU, UDSoL, CoET, CoNAS, CoAF      | Yombo 4      |
|  | 03.00 – 04.00 p.m. | Special Program for Tanzanian Students Only | Government officials                         | CoICT, SoED, UDSoL, SJMC, IDS, IKS        | Yombo 5      |
| CoICT, SJMC, CoET, CoNAS & SoED, CoAF &      |                    |   |  | Yombo 4                                   |              |
|  | 04.00 - 05.00 p.m. | Special Address on Medical Issues           | Medical Officers In-Charge                   | CoSS, CoHU, UDSoL, UDSoL, UDBS, IDS & IKS | Yombo 5      |
| CoICT, SJMC, CoET, CoNAS & SoED              |                    |   |  | Yombo 4                                   |              |
|  | 05.00 - 06.00 p.m. | Special Address on Students' Union Issues.  | Students leadership (DARUSO)                 | CoICT, SJMC, CoET, CoNAS & SoED, , CoAF   | Yombo 4      |
| CoSS, CoHU, UDSoL, UDBS, IDS & IKS           |                    |   |  | Yombo 5                                   |              |
| <b>Friday 20<sup>th</sup> November, 2020</b> | 08.30-9.00 a.m.    | Special Address on Confucius Institute      | Director, Confucius Institute                | CoICT, SJMC, CoET, CoNAS & SoED, CoAF     | Yombo 4      |
|  |                    |   |  | CoSS, CoHU, UDSoL, UDBS, IDS & IKS        | Yombo 5      |



| <b>DATE</b> | <b>TIME</b>       | <b>ACTIVITY</b>  | <b>RESPONSIBLE PERSON</b>                    | <b>PARTICIPANTS</b>                                     | <b>VENUE</b>                              |
|-------------|-------------------|--|--|---|---|
|             | 09.00–10.30 a.m.  | Special Address on National Health Insurance Fund (NHIF) | NHIF Officials                               | CoICT, SJMC, CoET, CoNAS & SoED, , CoAF                 | Yombo 4                                   |
|             |                   |  |  | CoSS, CoHU, UDSoL, UDBS, IDS & IKS                      | Yombo 5                                   |
|             | 10.30 –12.00 p.m. | Special Address on Students’ Loans Issues                | HESLB Officials                              | CoICT, SJMC, CoET, CoNAS & SoED, CoAF                   | Yombo 4                                   |
|             |                   |  |  | CoSS, CoHU, UDSoL, UDBS & IKS                           | Yombo 5                                   |
|             | 12.00-1.00 p.m.   | LUNCH BREAK  |  |   |   |
|             | 1.00-6.00 p.m.    | Registration, Medical Examination and ID Issuance        | Medical Officer in-Charge Smart Card Manager | All First Year Students                                 | Nkrumah Hall and University Health Centre |
|             |                   | Moodle LMS programme                                     | Director Centre for Virtual learning         | First Year Students UDSoL, CoSS, CoHU, IKS, SJMC, SoED, | Yombo 4                                   |
|             |                   |  |  | CoICT, UDBS, CoET, CoNAS,CoAF,IDS                       | Yombo 5                                   |

|  |                       |  |  |   |                                     |  |
|--|-----------------------|--|--|---|-------------------------------------|--|
| <b>Saturday</b><br><b>21<sup>st</sup> November,</b><br><b>2020</b><br><b>VCs Day</b> | 09.00-10.00<br>a.m.   | Arriving at<br>Engineering Block A<br>Ground Floor<br>Welcoming Guests   | Dean of Students and<br>Student Volunteers | Invited staff and<br>First Year<br>Students               | Engineering Block A<br>Ground Floor |  |
|  | 10.00-10.10<br>a.m.   | Introducing University<br>Officials: DVC<br>(Academic),<br>DVC<br>(Administration),<br>DVC (Research),<br>Principals, Deans &<br>Directors | Vice Chancellor                            | University Senior<br>Officials and First<br>Year Students | Engineering Block A<br>Ground Floor |  |
|  | 10.10 -10.50<br>a.m.  | Address  | Vice Chancellor                            | First Year<br>Students                                    | Engineering Block A<br>Ground Floor |  |
|  | 10.50 – 11.15<br>a.m. | Address  | DVC (Academic)                             | First Year<br>Students                                    | Engineering Block A<br>Ground Floor |  |
|  | 11.15 – 12.40<br>pm   | Address  | DVC (Administration)                       | First Year<br>Students                                    | Engineering Block A<br>Ground Floor |  |
|  | 12.40 – 1.05<br>p.m.  | Address  | DVC (Research)                             | First Year<br>Students                                    | Engineering Block A<br>Ground Floor |  |
|  | 1.05 – 1.10 p.m.      | Closing Remarks<br>Announcements   | DUS<br>DOS                                 | First Year<br>Students                                    | Engineering Block A<br>Ground Floor |  |
|  | 1.10 – 1.30 p.m.      | Soft Drinks  | Service Provider/Student<br>Volunteers     | First Year<br>Students                                    | Engineering Block A<br>Ground Floor |  |
|  | 1.30 – 6.00 p.m.      | Free Time  |  |   |                                     |  |
|  | 8.00 – 11.00<br>p.m.  | Empowerment<br>Programme   | DARUSO                                     | First Year<br>Students                                    | Mabibo                              |  |