

JAMHURI YA MUUNGANO WA TANZANIA



WIZARA YA ELIMU, SAYANSI NA  
TEKNOLOJIA

CHUO CHA UFUNDI ARUSHA



Ref. No: ATC/CONT - ED/2025

14<sup>th</sup> August, 2024

**MAELEZO YA KUJIUNGA NA MASOMO YA UFUNDI (VETA) KWA MWAKA WA MASOMO  
2025**

Chuo kinatoa mafunzo kwa wale wanaotaka kufanya mitihani ya taifa ya Ufundi na kupata cheti cha ufundi yaani **National Vocational Awards** katika hatua NVA level 1

**1. ORODHA YA KOZI (FANI) ZINAZOTOLEWA ZENYE NAFASI**

Waombaji wanayo nafasi ya kujiendeleza katika mojawapo ya kozi (fani) zifuatazo:

**A. Kampasi (Campus) ya Arusha Mjini (Main Campus)**

1. Biashara (Business Operation Assistant)
2. Utalii (Tour Guiding)
3. Ukataji na Uchongaji wa Madini (Gemstone Cutting and Polishing)
4. Uchoraji wa Ramani (Civil Draughting)
5. Maabara Msaidizi (Laboratory Assistant)
6. Tehama (Information and Communication Technology)
7. Ufundi Magari (Motor Vehicle Mechanics)
8. Ufundi wa Umeme wa Magari (Auto Electrical)
9. Ufundi wa Umeme wa Majumbani (Domestic Electrical Installation)
10. Ufundi Electroniki (Electronics)
11. Ufundi Ujenzi (Masonry and Brick Laying)
12. Ujenzi na ukarabati wa barabara (Road Construction and Maintenance)
13. Ufundi Selemara (Carpentry and Joinery)
14. Ufundi wa Viyoyozi na Majokofu (Refrigeration and Air Conditioning)
15. Ufundi Mitambo (Fitter Mechanics)
16. Ufundi wa Uchomeleaji na Uhunzi wa Vyuma (Welding and Metal Fabrication)
17. Ufundi Bomba (Plumbing and Pipe Fitting)
18. Ufundi wa Uchongaji wa Vyuma na Vipuli (Fitting and Machining)

**B. Kampasi (Campus) ya Kikuletwa**

1. Ufundi Bomba (Plumbing and Pipe Fitting)
2. Ufundi Ujenzi (Masonry and Brick Laying)
3. Ufundi wa Umeme wa Majumbani (Domestic Electrical Installation)
4. Ufundi wa Mitambo ya Uzalishaji wa Umeme wa Maji (Hydropower Plants Maintenance)

5. Ufundi wa Umeme wa Mfumo wa Jua (Solar Energy)
6. Ufundi wa Umeme wa Mfumo wa Nishati Taka (Bio-Energy)
7. Ufundi wa Umeme wa Mfumo wa Upepo (Wind Energy)

## 2. SIFA ZA KUJIUNGA

Mwombaji awe amemaliza kidato cha nne (Form Four) na kupata cheti cha kidato cha nne (Certificate of Secondary Education Examination - CSEE) cha Baraza la Mitihani la Taifa.

## 3. MAELEKEZO KWA WAOMBAJI

Kila mwombaji anatakiwa kuchagua “kozi/fani” moja tu kwa mwaka. Masomo yatafundishwa kuanzia saa saba na nusu mchana (01:30PM) na kumalizika saa kumi na mbili na nusu jioni (06:30PM). Hivyo basi, waombaji wote wanatakiwa wakati wa asubuhi wawe na sehemu ya kufanya mazoezi ya ufundi viwandani au katika karakana zinazohusiana na fani wanayoomba, ili waweze kuzingatia vizuri masomo watakayopata wakati wa jioni.

## 4. KUENDELEA NA ELIMU YA JUU

Wanafunzi watakaoendelea mpaka kufanikiwa kupata cheti cha mwaka wa tatu (NVA III) na kuwa na cheti cha kidato cha nne cha baraza la mitihani wataweza kupata nafasi ya kuendelea na chuo kwa masomo ya stahhada ya uhandisi (Diploma in Engineering) katika moja ya fani zifuatazo:

- 1) Stahhada ya Uhandisi Umeme (Diploma in Electrical Engineering)
- 2) Stahhada ya Uhandisi Ujenzi (Diploma in Civil Engineering)
- 3) Stahhada ya Uhandisi Umeme wa Maji (Diploma in Electrical and Hydropower Engineering)
- 4) Stahhada ya Uhandisi wa Mitambo ya Mafuta na Gesi (Diploma in Pipe Works, Oil and Gas Engineering)
- 5) Stahhada ya Uhandisi Mitambo (Diploma in Mechanical Engineering)
- 6) Stahhada ya Uhandisi Mawasiliano (Diploma in Telecommunication Engineering)
- 7) Stahhada ya Uhandisi Usafirishaji (Diploma in Transportation Engineering)
- 8) Stahhada ya Sayansi na Teknolojia ya Maabara (Diploma in Laboratory Science)
- 9) Stahhada ya Tehama (Diploma in Information Technology/Diploma in Computer Science)
- 10) Stahhada ya Uhandisi Magari (Diploma in Automotive Engineering, Auto Electrical and Electronic Engineering)
- 11) Stahhada ya Uhandisi Umeme wa Jua (Diploma in Solar Energy Engineering)
- 12) Stahhada ya Uhandisi Umeme wa Upepo (Diploma in Wind Energy Engineering)
- 13) Stahhada ya Uhandisi Umeme wa Nishati Taka (Diploma in Bio-Energy Engineering)

## 5. MAMBO YA KUZINGATIA KWA WAOMBAJI

Kila mwombaji anapaswa kuzingatia mambo yafuatayo:

1. Gharama ya fomu ni shilingi Elfu Ishirini za Tanzania tu (20,000/=). Fedha hii ikishalipwa **HAITARUDISHWA. (HATUPOKEI PESA TASLIMU)**. Wakati wa kufanya malipo ya fomu fika ofisi ya uhasibu Chuo cha Ufundi Arusha ili kupata Control Number. Au
2. Fomu ya maombi irudishwe Ofisi ya Msajili kabla ya tarehe **20/12/2024** pamoja na (passport size) moja na ankara ya malipo ya ada (Pay in- slip)

**Angalizo: Ada ikishalipwa haitarudishwa kwa sababu yoyote ile.**

3. Fomu zitakazorudishwa baada ya tarehe hiyo hazitapokelewa.
4. Usaili(interview) itafanyika tarehe **06/01/2025 SAA MOJA KAMILI ASUBUHI.**
5. Usajili utafanyika **13/1/2025 hadi 24/1/2025**
6. Masomo yataanza rasmi **Jumatatu tarehe 20/01/2025.**
7. Mwombaji ahakikishe majina yaliyotumika katika cheti cha kidato cha nne (Form Four Certificate) ndiyo yatumike kujaza fomu hii ya maombi.

## 6. CHAKULA NA MALAZI

Chuo hakitoi huduma ya chakula wala malazi kwa kampasi ya Arusha Mjini (Main Campus) isipokuwa tu kwa waombaji wa bwani (Boarding) kampasi ya Kikuletwa. Mwanafunzi anatakiwa kujitegemea kwa chakula na malazi. Masomo endelevu hutolewa siku za Jumatatu hadi Ijumaa kuanzia saa 7:30 mchana mpaka saa 12.30 jioni na Jumamosi kuanzia saa 2:30 asubuhi mpaka saa 7.00 mchana.

## 7. USAJILI

Siku ya usajili mwombaji anapaswa kufika na:

1. Cheti halisi cha kuzaliwa.
2. Cheti halisi cha form four (Form Four Certificate) au matokeo (Results slip) ya mitihani ya kidato cha nne (CSEE) ya Baraza la Mitihani la Taifa-Tanzania (NECTA)

**NB: Fika na nakala ya vyeti siku ya kurudisha fomu.**

## 8. MUUNDO WA ULIPAJI ADA KWA MWANAFUNZI WA VETA (KAMPASI YA ARUSHA MJINI)

Muundo wa ulipaji ada kwa waombaji wanaotarajia kusoma kampasi ya Arusha mjini ni kama ilivyoonyeshwa katika jedwali hapa chini:

Na	MAELEZO	MWAKA WA KWANZA (NVA I)
1	Ada kwa mwaka	400,000/=
2	Ada ya Maombi (Application Fee)	20,000/=
3	Kitambulisho (Identity Card)	10,000/=
4	Bima ya Afya – NHIF*	50,400/=
5	Ada ya Usajili (Registration Fee)	3,000/=
6	Ada ya Mitihani ya Ndani (Internal Examination Fee)	10,000/=
7	Umoja wa Wanafunzi (Students Association)	15,000/=
8	Ada ya michezo	10,000/=
<b>Jumla bila Bima ya Afya</b>		<b>468,000/=</b>
<b>Jumla Pamoja na Bima ya Afya</b>		<b>518,400/=</b>

\*Bima ya afya ni kwa wanafunzi ambao hawana bima tu

## 9. MUUNDO WA ULIPAJI ADA KWA MWANAFUNZI WA VETA (KAMPASI YA KIKULETWA)

Muundo wa ulipaji ada kwa waombaji wanaotarajia kusoma kampasi ya kampasi ya Kikuletwa ni kama ilivyoonyeshwa katika jedwali hapa chini:

### a) Ada kwa waombaji wa kutwa (Day)

Na	MAELEZO	MWAKA WA KWANZA (NVA I)
1	Ada kwa mwaka	400,000/=
2	Ada ya Maombi (Application Fee)	20,000/=
3	Kitambulisho (Identity Card)	10,000/=
4	Bima ya Afya – NHIF*	50,400/=
5	Ada ya Usajili (Registration Fee)	3,000/=
6	Ada ya Mitihani ya Ndani (Internal Examination Fee)	10,000/=
7	Umoja wa Wanafunzi (Students Association)	15,000/=
8	Ada ya michezo	10,000/=
<b>Jumla bila Bima ya Afya</b>		<b>468,000/=</b>
<b>Jumla Pamoja na Bima ya Afya</b>		<b>518,400/=</b>

\*Bima ya afya ni kwa wanafunzi ambao hawana bima tu

### b) Ada kwa waombaji wa bweni (Boarding)

Na	MAELEZO	MWAKA WA KWANZA (NVA I)
1	Ada	400,000/=
2	Ada ya Maombi (Application Fee)	10,000/=
3	Kitambulisho (Identity Card)	10,000/=
4	Bima ya Afya – NHIF*	50,400/=
5	Ada ya Usajili (Registration Fee)	3,000/=
6	Ada ya Mitihani ya Ndani (Internal Examination Fee)	10,000/=
7	Umoja wa Wanafunzi (Students Association)	15,000/=
8	Ada ya michezo	10,000/=
8	Malazi (Accommodation)	50,000/=
<b>Jumla bila Bima ya Afya</b>		<b>508,000/=</b>
<b>Jumla Pamoja na Bima ya Afya</b>		<b>558,400/=</b>

## 10. MITIHANI YA TAIFA

Wanafunzi wa NVA I wanapaswa kufanya mtihani wa taifa na watalazimika kulipa ada ya mtihani huo ambayo ni **Tsh 25,000/=** na akiwa **level II atatakiwa kulipa 30,000** kama ada ya mtihani.

Ada ya mitihani ya taifa italipwa moja kwa moja kwenye Account ya **VETA Kanda ya Kaskazini** kupitia Control Number tutakayoitoa hapo baadaye.

## 11. MAELEKEZO KWA WAANAFUNZI WANAOOMBA KOZI YA UTALII (TOUR GUIDING)

- i. Watapaswa kuvaa sare maalum (Uniforms) katika kipindi chote cha mafunzo yao. Mwanafunzi atajigharamia sare hizo. Sare zinazotakiwa kuvaliwa zimeainishwa kwenye jedwali hapa chini:

NO	SARE	IDADI	MAELEZO
1	Combat (Khaki)	Angalau jozi mbili	Rangi ya kitambaa itatolewa na chuo na mwanafunzi atashona mwenyewe.
2	Safari Boot (Khaki)	Angalau jozi moja	-
3	Suruali/Sketi (Dark Blue)	Angalau jozi mbili	Rangi ya kitambaa itatolewa na chuo na mwanafunzi atashona mwenyewe.
4	Shati (White)	Angalau jozi mbili	Rangi ya kitambaa itatolewa na chuo na mwanafunzi atashona mwenyewe.
5	Tai Ndefu (Dark Blue)	Angalau jozi mbili	Rangi ya kitambaa itatolewa na chuo na mwanafunzi atashona mwenyewe.
6	T-shirt (Khaki)	Angalau jozi mbili	Rangi ya kitambaa itatolewa na chuo na mwanafunzi atashona mwenyewe.

- ii. Watalazimika kulipia **gharama** za safari za mafunzo (Field Trip) ambazo ni nje ya ada ambazo wanafunzi wanapaswa kulipa pindi wanapojiandaa kwa safari za mafunzo kama ilivyoainishwa kwenye jedwali hapa chini:

NO	SAFARI TRIP	IDADI YA SIKU	GHALAMA (TSH)	MAELEZO
1	Tarangire na Serengeti National Parks	3	160,000/=	Ghalama hizi zinajumuisha Usafiri, Ada ya kiingilio, Hostel. Mwanafunzi atajitegemea chakula.

2	Arusha National Park	1	30,000/=	Ghalama hizi zinajumuisha Usafiri, Ada ya kiingilio, Hostel. Mwanafunzi atajitegemea chakula.
3	Kikuletwa (Chemka Hot Spring)	3	30,000/=	Ghalama hizi zinajumuisha Usafiri, Ada ya kiingilio, Hostel. Mwanafunzi atajitegemea chakula.
4	Bagamoyo Cultural Heritage	2	110,000/=	Ghalama hizi zinajumuisha Usafiri, Ada ya kiingilio, Hostel. Mwanafunzi atajitegemea chakula.
<b>TOTAL</b>			<b>330,000/=</b>	



THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF EDUCATION, SCIENCE AND  
TECHNOLOGY  
ARUSHA TECHNICAL COLLEGE



VET COURSE REGISTRATION FORM – 2025

**A. PERSONAL PARTICULARS**

- 1. Student Name: .....  
(CAPITAL LETTERS & as it appears on the CSEE certificate)
- 2. Program Name.....
- 3. Date of Birth: .....
- 4. Place of Birth: .....
- 5. Nationality: .....
- 6. Tribe .....
- 7. Marital Status: .....
- 8. Tel. No: .....
- 9. E-mail address: .....
- 10. Current residence address: .....

ATTACH RECENT  
COLOURED  
PASSPORT SIZE  
PHOTOGRAPH

**B. PARENTS/GUARDIAN INFORMATION**

- 1. Name: .....
- 2. Home Address: Ward..... District.....  
Region.....
- 3. Tel. No: .....
- 4. Occupation: .....
- 5. Relationship: .....

**C. NEXT OF KIN INFORMATION**

- 1. Name.....
- 2. Home Address: Ward: ..... District: .....  
Region: .....
- 3. Tel. No: .....
- 4. Occupation: .....
- 5. Relationship: .....

**D. STUDENT’S EDUCATION BACKGROUND**

➤ **PRIMARY SCHOOL INFORMATION**

- 1. Name of the Primary School: .....
- 2. District: ..... Region: .....
- 3. Graduation year: .....

➤ **SECONDARY SCHOOL INFORMATION**

- 1. Name of Secondary School: .....
- 2. CSEE Index number: .....
- 3. Year of Exam: .....
- 4. District: ..... Region: .....

➤ **POST SECONDARY EDUCATION**

- 1. College/University Name: .....
- 2. Index number: .....
- 3. Graduation year: .....
- 4. Type of Award: .....
- 5. Name of Programme: .....

**E. EMPLOYMENT RECORDS**

- 1. Institution/Company: .....
- 2. Position .....
- 3. Duration .....

**F. DECLARATION**

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.

.....

.....

Signature

Date

**G. FOR OFFICIAL USE ONLY**

➤ **HEAD OF DEPARTMENT/SECTION/OFFICE**

- 1. VET Programme Name: .....
- 2. Host Department/Section/Office: .....
- 3. Name of Programme Coordinator: .....
- 4. Head of Department Name: .....
- 5. Signature & Stamp: ..... Date: .....

**NOTE: Make sure that student has attached a copy of receipt/voucher**

➤ **REGISTRAR OFFICE**

- 1. Verified and approved by: .....
- 2. Signature & Stamp: ..... Date: .....