



# GREENBIRD COLLEGE SCHOOL OF NURSING & MIDWIFERY

P. o. Box 344, KILIMANJARO.

Tell: 0754 375 775/ 0784 437 912/ 0717 319 046

Website: [www.greenbirdinstitutions.org](http://www.greenbirdinstitutions.org)

E-mail: [info@greenbirdinstitutions.org](mailto:info@greenbirdinstitutions.org)

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**Opening date: 11 March, 2019**

Your Ref: .....

Our Ref: GBC/SC/NURSING/19

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.....

## **RE: JOINING INSTRUCTIONS FOR ONE YEAR IN SERVICE PROGRAMME - NURSING AND MIDWIFERY**

We are very glad to inform you that the admission committee has approved you to join the one (1) year In-Service Diploma course in Nursing at Green Bird College School of Nursing for 2019/2020 academic year. The selected students for Nursing will be required to report on 11/03/2019 before 5 O'clock in the evening.

**NOTE: This programme is full time and Boarding**

### **1. COLLEGE DESTINATION**

Green Bird College is located at Mwanga town in Kilimanjaro region 1<sup>1</sup>/<sub>2</sub> Km from Dar/Arusha tarmac road, it's alongside Usangi/Ugweno road. In order to facilitate your admission you are required to fulfill the following conditions:

### **2. ENTRY QUALIFICATIONS**

Applicants for In Service Diploma in Nursing and Midwifery must have the following academic qualification: holder of Technician Certificate (NTA level 5) in Nursing with "D" pass in Biology, Chemistry or Physics (CSEE) for the graduates starting from 2010; OR Graduates before NTAs system should have certificate in Nursing and Midwifery/Public Health Nurse B and at least "D" Pass in any of science subject.

### **3. ACADEMIC CREDENTIALS**

Bring the following original certificates:

- i. Certificate of secondary education
- ii. General Nursing & Midwifery certificates
- iii. Transcript in the related field
- iv. Birth/Affidavit Certificate
- v. Valid Nursing License
- vi. Letter of permission from the employer

NB: Original certificates will strictly be verified by the responsible authorities, thereafter they will be returned back to you.

### **4. MEDICAL EXAMINATION**

Admission into the college is conditional upon a satisfactory medical report being received by the college. Applicants are therefore asked to undergo medical examination by registered medical practitioner. Use the enclosed form, which should be brought with you duly filled and signed. No students shall be registered without producing medical examination certificate. Similarly you are required to sign and return the acceptance form one week before the reporting date.

### **5. REGISTRATION**

- a) Ensure that you inform your employer about this chance of admission and that you come with the stated requirements and submit them to registrar.
- b) Report to the accountant on arrival and submit school fees pay-slip.
- c) Report to the registrar on arrival with this letter for registration attached with photocopies of the certificates and all other documents as stipulated in the joining instruction.
- d) Report to the Principal after you have cleared with the registrar for academic procedures.
- e) You shall not be allowed to postpone studies after the academic year has begun except under special circumstances. Permission to postpone studies shall be considered after producing satisfactory evidence of the reasons for postponement.

### **6. COLLEGE UNIFORM**

The college Uniform:

- i. The female student must wear white gown below knees, not neither too tight to the body nor transparent. She may also wear a white shirt and a white trouser.
- ii. The male student must wear white shirt and white trouser that is neither too tight nor too loose ( mlegezo)

## **7. WHAT TO BRING**

All students must bring:-

- (i) Four passport size photographs taken recently for registration and identity card.
- (ii) 6 counter books: 2 of quires and 4 of 2 quires  
1 note book, pen, pencil, eraser, ruler  
1 tape measure, a pair of small scissors
- (iii) 1 none-digital clinical thermometer

(a) Boarding students should bring at minimum the following items;

- 1. 2 pairs of bed sheets - plain; Blue/Pink
- 2. 1 pillow case
- 3. 1 towel
- 4. 1 mosquito net
- 5. 1 bucket
- 6. 1 plate
- 7. 1 spoon
- 8. 1 cup
- 9. 2 pairs of covered shoes – Black or White
- 10. A wrist watch with seconds hand (to enable one to count seconds when taking vital signs.
- 11. Ream papers (2)
- 12. Mattress- school size
- 13. Torch or pen light
- 14. Nurses or Medical Dictionary
- 15. Hospital latex gloves (Pay Cash Tsh. 25,000 to Principal Nursing)

## **8. DISCIPLINE**

Student-Nurses admitted at the college are expected to observe and abide by the standing orders of the college. They must observe and follow examination regulation/rules or any other lawful orders given by the relevant authority. Failure to observe or comply with any lawful order may lead to summary dismissal from the college and no refund of any money paid.

## **9. PAYMENT OF FEES**

Candidate must ensure that their fees are paid in full by their sponsors/ parents before reporting at the college each term as indicated. Having

considerate the general increased cost of living the college has allowed payment of fees to be made in three Installments according to the enclosed fee payment schedule. Please note once fees paid will never be refunded for whatever reasons.

**GREEN BIRD COLLEGE SCHOOL OF NURSING FEES STRUCTURE FOR  
INSERVICE DIPLOMA COURSE 2019/2020**

**SCHOOL FEES PAYMENT SCHEDULE**

<b>INSTALMENTS</b>	<b>BOARDING</b>
FIRST INSTALMENT	TSH.900,000
SECOND INSTALMENT	TSH.900,000
<b>TOTAL</b>	<b>TSH.1,800,000</b>

**OTHER CONTRIBUTIONS:**

<b>s/n.</b>	<b>Item</b>	<b>Amount</b>
1	Identity Card (ID)	15,000/=
2	Midwifery & General Nursing Practical book	50,000/=
3	Research Documents	200,000/=
4	NACTE Fee	15,000/=
5	Supervision cost	80,000/=
6	TNMC Licensure	80,000/=
9	<b>Total</b>	<b>440,000/=</b>

**NOTE:**

- ❖ STRICTLY no student will be admitted at the college if he/ she does not bring a bank deposit slip to indicate money which has been deposited into our **NMB ACCOUNT** :  
Account Name: MCB- GB COLLECTION ACCOUNT  
Account Number: 40210002246
- ❖ Medical concern will be your own responsibility, we advise you get NHIF Insurance so that you can be insured in all academic year. It can be arranged by the college management for you to get one.

**Principal**

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**Green Bird College School of Nursing & Midwifery**



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Your REF: .....

Our REF: GBC/SC/NURSING/2019

Date: .....

## MEDICAL EXAMINATION FOR APPLICANTS OF INSERVICE DIPLOMA PROGRAMME FOR ACADEMIC YEAR 2019/2020

Dear Doctor

Please examine Mr./Mrs./Ms .....

### PERSONAL HISTORY

Is the examinee suffering from any of the following? Indicate **Yes** or **No**

	YES	NO		YES	NO
1. Tuberculosis	<input type="checkbox"/>	<input type="checkbox"/>	8. Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>
2. Asthma	<input type="checkbox"/>	<input type="checkbox"/>	9. Deformity	<input type="checkbox"/>	<input type="checkbox"/>
3. Heart disease	<input type="checkbox"/>	<input type="checkbox"/>	10. Psychiatric	<input type="checkbox"/>	<input type="checkbox"/>
4. Gastric Ulcer	<input type="checkbox"/>	<input type="checkbox"/>	11. Eye disorder	<input type="checkbox"/>	<input type="checkbox"/>
5. Kidney or Urinary disease	<input type="checkbox"/>	<input type="checkbox"/>	12. Gynecological disorder	<input type="checkbox"/>	<input type="checkbox"/>
6. Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	13. Major/Minor operations	<input type="checkbox"/>	<input type="checkbox"/>
7. Allergic disorder	<input type="checkbox"/>	<input type="checkbox"/>	14. Any other serious disorder	<input type="checkbox"/>	<input type="checkbox"/>

## PHYSICAL EXAMINATION

- |                                |                          |
|--------------------------------|--------------------------|
| 1. Height .....                | 5. Mouth and Throat..... |
| 2. Weight .....                | 6. Nose .....            |
| 3. Eyes;<br>Conjunctivae ..... | 7. Cardiovascular        |
| Pupils .....                   | Sytolic.....             |
| Vision right.....              | Diastolic .....          |
| Vision left.....               | Heat: Any murmur?.....   |
| With glasses: Right.....       | Arteries and Veins ..... |
| Left .....                     |                          |

### LABORATORY

- |  |                                 |
|--|---------------------------------|
| 1. Urine: Albumin .....  | 4. X-Ray examination chest..... |
| Sugar .....  | .....                           |
| Leucytes .....   | 5. Serology Test .....          |
| 2. Blood examination: HB level .....                           | Widal test .....                |
| ERS .....  | VDRL .....                      |
| 3. Stool: Special emphasis on<br>Hook worms or Bilharzias..... | 6. Pregnancy test (F).....      |

### CONCLUSION

I have examined Mr. /Mrs. / Miss/ Ms .....  
and consider that he/she is not physically and mentally fit to be admitted to the  
In service Diploma in Nursing programme for the academic year 2018/2019.  
Date .....

Signature .....

Name .....

Title .....

Qualifications .....

Address .....

The Principal  
Green Bird College  
School of Nursing & Midwifery  
P.O. Box 344,  
Mwanga – Kilimanjaro.

**Dear Sir/Madam**

I ..... wish to declare that on accepting to be admitted for the In service Diploma course at Green Bird College School of Nursing & Midwifery I shall follow all the regulations of the college and the Ministry of Health and Social Welfare and my sponsor. I shall also obey all the lawful instructions of all leaders at the college.

Date .....

Signature .....

Full name .....

Student's Status (Boarding/Day) .....

Home Address .....

Mobile Phone No. ....