



THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF AGRICULTURE

NATIONAL SUGAR INSTITUTE



REF No. NSI/A.1/1

28/05/2025

APPLICATION FORM

FOR 2025/26 ADMISSIONS OF CERTIFICATE AND DIPLOMA STUDENTS

FOR FURTHER COMMUNICATION;

Ruaha sub-urban, Kiwandani street, P.O.BOX 97 KIDATU MOROGORO, OFFICIAL
PHONE; **0629627089, 0676412999, 0655170211.**
WEBSITE; www.nsi.ac.tz

SUMMARY

STUDENT NAME (Jaza Majina kamili)

COURSE PREFERRED (Jaza kozi unayoomba)

ADMISSION YEAR – 2025 / 2026



Affix a passport
size photograph
with
your name
clearly printed
at the back

APPLICATION FORM FOR ADMISSION - YEAR 2025/2026

GENERAL INSTRUCTIONS FOR FILLING THIS FORM

1. Fill clearly using **capital letters**.
2. All applications must be completed in full, signed, and include a copy of **Form four certificate** (CSEE) / **result slips, birth Certificate, and certified transcript of course(s)** (For upgrading courses).
3. Applicants must meet all entrance requirements of the programme. Otherwise, incomplete applications will not be processed.
4. All Applicants must be registered to the National Identification Authority (NIDA). The card or NIN number **MUST** be submitted to institute during arrival to the institute.
5. Application form can be obtained from National Sugar institute campus, and in our website www.nsi.ac.tz.
6. Filled in application form must be attached with a **copy of Bank pay-in-slip** non-refundable Tshs. **10,000/=** and be submitted to:

MODES OF APPLICATION

Applications can be done through **ONE** of the following way;

1. Filled application form can be sent through nearby POST OFFICE by using the following address:

**The Principal,
National Sugar Institute,
P.O. Box 97
Kidatu Morogoro.**

(Please, you are advised to use **E.M.S** POST METHOD TO SUBMIT YOUR APPLICATIONS)

2. Application forms can be Scanned in **PDF - ONE FILE FORMAT** then sent to the Institute's Email address :
 - i. chuochasukari@gmail.com
 - ii. chuochasukari@yahoo.com
3. Application forms can be taken to the institute manually and soon after filling it can also be returned under Manual submission at Admission offices found in National Sugar Institute.

NOTE: Payments for application process must be done through the NMB BANK or NMB Agency near your residence.

The Application form should be paid under **GEPG** system by using this **control number 997650014974**. **Account name; National Sugar Institute.**

1. PROGRAMME OFFERED: -

A. SUGARCANE PRODUCTION TECHNOLOGY (S.C.P.T)

S/N	PROGRAMME	Course	NTA Level Awards	√Tick/ check	Residential (Boarding / Day
1	CERTIFICATE IN SUGARCANE PRODUCTION TECHNOLOGY	CERTIFICATE	NTA LEVEL 4 – 5		Hostel
2	ORDINARY DIPLOMA IN SUGARCANE PRODUCTION TECHNOLOGY	DIPLOMA	NTA LEVEL 6		Hostel

B. SUGAR PRODUCTION TECHNOLOGY (S.P.T)

S/N	PROGRAMME	Course	NTA Level Awards	√Tick/ check	Residential (Boarding / Day
1	CERTIFICATE IN SUGAR PRODUCTION TECHNOLOGY.	CERTIFICATE	NTA LEVEL 4 – 5		Hostel
2	ORDINARY DIPLOMA IN SUGAR PRODUCTION TECHNOLOGY	DIPLOMA	NTA LEVEL 6		Hostel

C. AGRICULTURE PRODUCTION (A.P)

S/N	PROGRAMME	Course	NTA Level Awards	√Tick/ check	Residential (Boarding / Day
1	CERTIFICATE IN AGRICULTURE PRODUCTION	CERTIFICATE	NTA LEVEL 4 - 5		Hostel
2	TECHNICIAN CERTIFICATE IN AGRICULTURE PRODUCTION	CERTIFICATE	NTA LEVEL 5 - 6		Hostel
3	ORDINARY DIPLOMA IN AGRICULTURE PRODUCTION	DIPLOMA	NTA LEVEL 6		Hostel

Summary.

THE COURSE YOU ARE APPLYING IS;

FOR NTA LEVEL

FOR THE ADMISSION YEAR OF

2. QUALIFICATION.

I. CERTIFICATE COURSES (NTA 4 – 5)

A. SUGARCANE PRODUCTION TECHNOLOGY

A candidate must have passed CSEE (Form Four National Examination), with at least four Passes. Among those passes, **two must be of science subjects** (i.e. Biology, Agriculture, Chemistry, Mathematics, Physics/ Engineering Sciences and Geography) with a minimum qualification of at least **D grade** and other **two passes may be of any** subject with exceptional of Religious subject. The minimum grade is '**D**'.

B. SUGAR PRODUCTION TECHNOLOGY

A candidate must have passed CSEE (Form Four National Examination), with at least four Passes. Among those passes, **two must be of science subjects** (i.e. Biology, Agriculture, Chemistry, Mathematics, Physics/ Engineering Sciences and Geography) with a minimum qualification of at least **D grade** and other **two passes may be of any** subject with exceptional of Religious subject. The minimum grade is '**D**'.

Nb. The Pass in Chemistry subject is compulsory.

C. AGRICULTURE PRODUCTION.

A candidate must have passed CSEE (Form Four National Examination), with at least four passes of which two **passes must be of science subjects** (i.e. Biology, Agriculture, Chemistry, Mathematics, Physics/ Engineering Sciences and Geography) with a minimum qualification of at least **D grade** and other **two passes may be of any** subject except Religious subject. The minimum qualification is **D grade**.

II. TECHNICIAN CERTIFICATE IN AGRICULTURE PRODUCTION (NTA 5 - 6)

- A candidate must have passed Basic Technician certificate in Agriculture production course in NTA LEVEL 4.
- Also a candidate who have passed ACSEE (form six National Examination) in Science subjects with minimum performance of E and S for two subjects, is eligible to join this Course.(PGM, PCB, PCM,CBG,CBA,EGM,HGE)

III. ORDINARY DIPLOMA COURSES (NTA LEVEL 6)

I. ORDINARY DIPLOMA IN SUGARCANE PRODUCTION TECHNOLOGY

A candidate must have passed Technician Certificate in Sugarcane Production Technology (NTA level 5)

II. ORDINARY DIPLOMA IN SUGAR PRODUCTION TECHNOLOGY

A candidate must have passed Technician Certificate in Sugar Production Technology (NTA level 5)

III. ORDINARY DIPLOMA IN AGRICULTURE PRODUCTION.

A candidate must have passed Technician Certificate in Agriculture Production (NTA level 5)

3. (D)FEE STRUCTURE; (AGRICULTURE PRODUCTION)

With this clear understanding you are therefore entailed to pay the following compulsory contributions for Academic year 2025/2026.

S/N	ITEMS	First Year	Second Year	3 rd Year
1.	Student Identity Card	15,000	15,000	15,000
2.	NACTVET Verification Fee	15,000	15,000	15,000
3.	NACTVET Quality Assurance fee	25,000	25,000	25,000
4.	Student's Organization	20,000	20,000	20,000
5.	Practical working materials	150,000	150,000	150,000
6.	Library fee	60,000	60,000	60,000
7.	NHIF (Bima ya Afya)	50,400	50,400	50,400
8.	Examinations fee	180,000	180,000	180,000
9.	Special project	0	0	50,000
10.	Field practical survey	0	20000	20,000
11.	Field practical supervision	0	30,000	30,000
12.	Field Practical Training	0	280,000	280,000
13.	Out-reach programmes	100,000	100,000	100,000
14.	Accommodation	150,000	150,000	150,000
15.	Academic transcript fee	15,000	15,000	15,000
16.	Academic certificate (preparations)	15,000	15,000	15,000
17.	First Aid Care	50,000	50,000	50,000
18.	Rehabilitation/ Maintainance Work	120,000	120,000	120,000
TOTAL		965,400	1,295,400	1,345,400

MODE OF PAYMENT

This money should be deposited in through **NMB Bank** of any branch, by using the control

number that you shall be given by the institute.

NOTE :

Control numbers for Fee payments shall be given by the institute to each selected student through his /her **Joining Instructions Form**.

(II)FEE STRUCTURE; FOR PROGRAMMES OF SUGARCANE PRODUCTION TECHNOLOGY AND SUGAR PRODUCTION TECHNOLOGY (ACADEMIC YEAR 2024/2025)

SN	ITEMS	First Year	Second Year	3 rd Year
1	Student Identity Card	15,000	15,000	15,000
2	NACTVET Verification Fee	15,000	15,000	15,000
3	NACTVET Quality Assurance fee	25,000	25,000	25,000
4	Student's Organization	20,000	20,000	20,000
5	Practical working materials	150,000	150,000	150,000
6	Library fee	60,000	60,000	60,000
7	NHIF (Bima ya Afya)	50,400	50,400	50,400
8	Examinations fee	180,000	180,000	180,000
9	Research (Special Project)	0	0	50,000
11	Field practical survey	20,000	20,000	
12	Field practical supervision	30,000	30,000	
13	Field Practical Training	280,000	280,000	
14	Industrial Visit	100,000	100,000	100,000
15	Accommodation	150,000	150,000	150,000
16	Academic transcript fee	15,000	15,000	15,000
17	Academic certificate (preparations)	15,000	15,000	15,000
18	First Aid Care	50,000	50,000	50,000
19	Rehabilitation/Maintenance Work	120,000	120,000	120,000
TOTAL		1,295,400	1,295,400	1005,400

MODE OF PAYMENT

This money should be deposited in through **NMB Bank** of any branch, by using the control number that you shall be given by the institute.

NOTE BETTER.

Control numbers for Fee payments shall be given by the institute to each selected student through his /her **Joining Instructions Form**.

PLEASE NOTE THAT:

- i) Application and tuition fees are non-refundable.
- ii) No cash payment will be accepted.

4. CAFETERIA SERVICES.

The institute does not provide food to the students, RATHER all cafeteria services are provided by Registered Tenderers (Wazabuni). The cost of food is approximated to Tshs **4,000** per day.

SN	FOOD TYPE	COST PER PLATE
1	TEA (BREAK FAST)	1000
2	LUNCH	1,500
3	DINNER	1,500
TOTAL		4,000/=

NB.

You are advised to have Tshs **120,000/=** per month for Breakfast, Lunch and Dinner.

5. ACCOMODATION

- **The institute will provide accommodation to selected students of all levels and it will be paid as stipulated in the table above.**
- **No student will be allowed to cook in hostels, and if found, strictly disciplinary actions will be taken to him or her.**

6. SPONSERSHIP WITH HESLB

National sugar institute is one of the public Institute in which her students are sponsored by the **Higher Education Student's Loan Board**. Therefore you are invited to apply for the Loan from HESLB.

The loan covers the following

- i) Tuition fee,
- ii) Meal and Accommodation,
- iii) Stationeries and
- iv) Field Practical Trainings (FPT).

The application window is expected to open from July to September 2025. Application can be done through www.heslb.go.tz

7.0 PERSONAL INFORMATION

*First name		*Middle name		*Last Name	
*PRESENT ADDRESS		*POSTAL BOX		*TELEPHONE (Mobile) 1. 2.	
*District		*Region		*City/Town	
*DATE OF BIRTH Date Month Year		*Place of Birth		*SEX (✓) Male Female	
				MARITAL STATUS (✓) Single Married Other	
*Applicant Email address					
*NEXT OF KIN (NAME)		*RELATIONSHIP e.g. Father		*TELEPHONE (mobile) 1. 2.	
*PRESENT ADDRESS		*POSTAL BOX		*City/Town	
*Email address of Next of kin					
Academic history of a student.					
*FORM IV INDEX NO. 1. S.....(SCHOOL) 2. P.....(PRIVATE)		*YEAR COMPLETED IV		DISTRICT	
				REGION	
				*SEC. SCHOOL (NAME)	
				*COUNTRY	
*FORM VI INDEX NO. 1. S..... 2. P.....		*YEAR COMPLETED VI		DISTRICT	
				REGION	
				*SEC. SCHOOL (NAME)	
				*COUNTRY	
*NTA LEVEL IV AND V NAME OF THE COLLEGE		COLLEGE STUDENT REGISTRATION NO.		YEAR COMPLETED	
				NACTE REGISTRATION NO.	
				REGION	
*NAME OF PRIMARY SCHOOL		*District		*Region	
Citizenship; Specify.....					

*Do you have any kind of disability? Yes/ No: If yes, specify:

.....
(Note: This Information is required for the Institute to arrange appropriate means of assisting you once admitted. It will in no way affect the decision to admit you)

8.0. DEADLINE FOR APPLICATION:

Deadline for receiving all applications will be **11th JULY 2025**. At **16:30EA** Hours.

The Institute will open on **13th October, 2025**, for commencement of the First Semester of academic year 2025/2026.

9.0. APPLICANT DECLARATIONS;

- i. I hereby declare that I have completed this form accurately to the best of my knowledge.
- ii. I agree to abide by the rules and regulations of **National Sugar Institute** and program in which I shall be registered, and any changes which may be made while I am a student.

iii. Signature of Applicant;

Date * / /

10. DECLARATION OF SPONSOR:

(To be filled by the Parent, Relative or Guardians of the student)

I Hereby declare that I will sponsor the student and I agree to abide by the rules and regulations of the **National Sugar Institute** and Program in which my student shall be registered, and any changes which may be made during the course.

*Signature..... *Date:/...../.....

11. FOR OFFICIAL USE ONLY;

*Name of the Officer in Charge.

.....

*Date of receiving application Form.

.....

*Signature.

.....



WELCOME TO NATIONAL SUGAR INSTITUTE


ALOYCE KASMIR ALOYCE
PRINCIPAL

