



EMI SCHOOLS CENTRE

EMI SECONDARY SCHOOL (ENGLISH MEDIUM)

P.O.BOX 13070 KIBAMBA, DAR ES SALAAM, TANZANIA

TEL: +255 712 557 324/ +255765864686

www.emischoolscentre.tz

WE RUN THE SECONDARY SCHOOL INDEPENDENTLY FROM THE EMI NURSERY AND PRIMARY SCHOOL ALTHOUGH THERE ARE SOME AREAS WE SHARE IN COMMON.

All the parents are required to contribute for some services like registration, admission, caution fees, interviews, uniforms, stationery and food. Since we know that the money cannot be paid at once, we decided to put all the required items together so that the parent can be in position to pay in four (4) installments. Because we have two sections (day scholars and boarders), the payments will also differ as shown in the tables below:

DAY SCHOLARS :

FEES STRUCTURE FOR DAY SCHOLARS ONLY.

REQUIREMENTS	PERIOD	AMOUNT	PER ANNUM
Registration	Once	50,000/=	50,000/=
Admission	Once	50,000/=	50,000/=
Caution fee	Once	50,000/=	50,000/=
Stationery	Per year	200,000/=	200,000/=
Food	Per year	350,000/=	350,000/=
School fees	Per year	400,000/=	400,000/=
TOTAL			1,100,000/=

HOW TO PAY :

We have (4) four terms starting from January to December but the payments/ installments will end in September as shown in the table below and all payments must be done in the CRDB EMI Schools Account **0150275424200**.

1 ST INSTALLMENT	2 ND INSTALLMENT	3 RD INSTALLMENT	4 TH INSTALLMENT	TOTAL AMOUNT
JAN – MARCH	APR – MAY	JUN – JULY	AUG – SEPT	A FULL YEAR
TSHS 275,000/=	TSHS 275,000/=	TSHS 275,000/=	TSHS 275,000/=	1,100,000/=

FEES STRUCTURE FOR DAY SCHOLARS IN FORM II AND FORM IV.

They will also pay **1,100,000/=** per year but due to the fact that they are in candidate classes, they will have to pay **examination fees** when the time for those specific exams comes depending on the charges that will be set by the concerned ministries/ authorities accordingly. Such exams will include NECTA exams, Ward Mock exams, TAHOSSA exams, District Mock exams, Municipal exams and so many others.

The school fees and any other payments must be deposited only in the school bank A/C No **0150275424200**- CRDB BANK and not anywhere else. The name is EMI SCHOOLS CENTRE. Bring the Payment slip to the bursar's office and get a receipt for official approval.

BOARDING SECTION :

FEES STRUCTURE FOR BOARDERS ONLY.

REQUIREMENTS	PERIOD	AMOUNT	PER ANNUM
Registration	Once	50,000/=	50,000/=
Admission	Once	50,000/=	50,000/=
Caution fee	Once	50,000/=	50,000/=
Stationery	Per year	200,000/=	200,000/=
Food	Per year	1,200,000/=	1,200,000/=
School fees	Per year	500,000/=	500,000/=
TOTAL			2,050,000/=

HOW TO PAY:

We have four (4) terms starting from January to December, but all the school fees must be completed in September to avoid any inconveniences as shown in the table below.

1 ST INSTALLMENT	2 ND INSTALLMENT	3 RD INSTALLMENT	4 TH INSTALLMENT	TOTAL PER YEAR
JAN - MARCH	APRIL - MAY	JUN - JULY	AUG- SEPT	FULL YEAR
512,500/=	512,500/=	512,500/=	512,500/=	2,050,000/=

BOARDING REQUIREMENTS.

- 2 pairs of light blue bed sheets.
- 1 white mosquito net.
- 1 mattress (4 x 6 ft)
- 1 cup and a spoon.
- 1 10 litre bucket.
- 2 bars of soap.
- Tooth paste and 3 tooth brushes.
- Body oil / lotion.
- 2 pairs of black shoes and 2 pairs of white socks.
- 2 tins of black shoe polish and a shoe brush.
- Trunk/ suitcase and a padlock.
- Sanitary pads for girls.
- A pillow.
- 2 pairs of sports and games wear (dark blue in colour).
- White rubber shoes.
- Casual wear uniform after classes (2 black skirts / 2 black trousers).

NOTE:

It is a must for all the boarding students to come with the black casual wear uniforms which will be put on after classes and during the weekends. Don't bring any other clothes at school.

REAM OF PAPERS

Every student must bring one A4 REAM of papers for internal examinations eg weekly tests, Monthly tests ,Mid term exams ,Continuous Assessment Tests, Terminal Tests , Annual Tests e.t.c. That ream should be brought in the first term (January). No one will be allowed to enter the class without bringing that ream .

OTHER STATIONERY (SCHOLASTIC MATERIALS)

The school will provide pens, pencils, rubbers, rulers and exercise books. The parents will be required to buy text books for the students. The parents may consult the academic teacher in order to get the right price, right place and the list of text books required according to the need of the syllabus.

UNIFORMS:

Each student should pay **Tshs 180,000** for the uniforms and it should be clearly noted that any other kind of similar uniforms bought outside the school will not be allowed at school.

- (i) **BOYS:** 2 pairs of dark blue trousers
2 shirts (light blue short sleeved arms)
2 T-shirts (light blue in colour)
1 pair of dark blue tuck suits.
- (ii) **GIRLS:** 2 dark blue skirts
2 light blue blouses.
2 T-shirts (light blue in colour)
1 pair of dark blue truck suits .

SUBJECTS TAUGHT AT EMI SECONDARY SCHOOL.

- (i) SCIENCE SUBJECTS (PHYSICS, CHEMISTRY, BIOLOGY AND MATHS)
- (ii) ART SUBJECTS (GEOGRAPHY, HISTORY, KISWAHILI, CIVICS, ENGLISH)
- (iii) BUSINESS SUBJECTS (BOOK KEEPING, COMMERCE)

NON ACADEMIC ACTIVITIES:

The school conducts other non Academic activities like, sports and games. Other activities like carpentry, electrical installation, mechanics, Plumbing, gardening, driving etc. needle work is yet to be started soon.

MANPOWER (TEACHING STAFF)

All the teaching staff members are degree holders in specialized subjects with education. (you may visit our library to see our PROSPECTUS for clarification).

THE CLASS OF ADMISSION.....(eg Form 1,2,3,4...)

PARENT'S DECLARATION

I _____ , the parent/ guardian of _____
here by confirm that I have clearly read ,understood and agreed to all the terms and
conditions of this admission form and that I shall fulfill all my responsibilities as a
parent/ guardian for the smooth running of both the student and the school's
missions and goals.

PARENT'S/GUARDIAN'S NAME..... SIGNATURE.....

FOR OFFICIAL USE ONLY:

NAME OF THE MANAGER..... SIGNATURE.....

DATE.....



EMI SECONDARY SCHOOL

REG: No. S4959. EXAM No. S5506/P5506

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SCHOOL RULES AND REGULATIONS

The following are the rules and regulations of the school. Every parent/Guardian bringing his/her students to EMI should follow and instruct the student to follow the school rules and regulations. These include:

1. School fees should be paid on time i.e. before joining the school and at the beginning of second term. **School A/C No. 0150275424200(Emi Schools Centre CRDB)** any Branch. Thereafter bring the pay-in-slip to the school bursar/Manager. If the pupil is expelled, the fees paid will be non-refundable.
2. Every student must be at school on the first day of the term.
3. Every student must be at school all the time.
4. Every student must always be in clean uniform
5. Fighting, stealing, dirty and abusive language is strictly prohibited at school. If caught, disciplinary actions will be taken upon the student. This may also include termination of the culprits.
6. Silence must be observed at school especially in the classrooms, assembly and in the dining hall.
7. Every student must speak English all the time when at school.
8. Every student should show respect to the elders and amongst themselves. Every student should greet adults when standing, stop when walking and let adults pass first; and when playing they should give way to adults first.
9. The school bell must be obeyed promptly and every one must be at the right place in the right time.
10. Every student must work hard and aim at the highest academic achievement. This includes finishing the provided daily class work/ weekly/monthly/mid-term exams and interschool exams.
11. The Staff quarters are out of bound for all the students except by the permission from any staff member(s) concerned.
12. All the school uniforms must be bought from the school and not from the market places.
13. The classrooms should be used for learning but not for playing
14. No student should sit under big trees, or in risky places most especially when it's raining .
15. Every parent/guardian should submit in the correct contacts for easy communication.
16. No student will be accepted to attend classes unless he/she has cleared all the school dues.

17. No student is allowed to take out any teaching apparatus from the classroom or from the laboratory except with the permission from the teacher concerned.
18. Both, the staff members and the students will be responsible for maintaining peace and security at school.
19. The student should do all activities following school time table.
20. Students are not allowed to use mobile phones while they are at school and if caught, disciplinary action will be taken onto the victims.
21. All students are required to cut short their hair when they are at school.
22. No student is allowed to come to school with food or drinks.
23. If a student fails to attain the academic qualifications set by the school, he/she won't be promoted to the next class.
24. No student will be accepted in the school if he/she engages himself/herself in any drug abuse behaviour eg. " smoking Bhang", cigarette, cocaine, taking alcohol/ beer etc.
25. All the students must take care of both their private and the school property. In case of any damages to the school property, the students will be liable to pay.
26. In case students have been proven to be having love affairs, a severe punishment will be exerted onto them and if it persists, the concerned culprits will be expelled.
27. The school has two terms in an academic year. The 1st term starts in January and ends in May. The 2nd term starts in July and ends in November. There will be midterm breaks in between the those two terms.

Name of the student

Signature

Name of the parent/Guardian

Signature

Name of the second Master

Signature

Name of the Head Master

Signature/Official stamp

SUCCESS BEGINS WITH A SOBER MIND AND DISCIPLINED BEHAVIOUR.