

Silva Institute of Business and Management

*Silva Prestigious Heritage Park, Silva City, Block D Kimbiji Kijaka,
Plot 90, P O Box 15805, Kigamboni, Dar Es Salaam*
Registration: REG/BMG/053

IMPORTANT NOTICE

THIS MEMO SUPERCEDES ALL PREVIOUS COMMUNICATIONS.

1. ALL STUDENTS MUST PAY A MINIMUM OF 50% OF THE TOTAL FEES TO QUALIFY FOR ADDISSION/ NO ADMISION SHALL BE GRANTED WITHOUT MEETING THIS CRITERIA.
2. FEES FOR THE SEMISTER SHALL BE PAID AT MOST IN THREE INSTALMENTS, 50% ON ADMISSION (at the beginning of each semester).

NOTE: THIS EXCLUDES REGISTRATION FEES/APPLICATION FORMS/RESIDENTIAL COSTS/EXAMINATION FEES/NACTE QUALITY ASSURANCE COSTS/STAFF UNIONS/STUDENTS IDS/NHIF

3. 50% ON REGISTRATION
4. 70% BEFORE ATTENDING TEST ONE
5. 100% BEFORE ATTENDING TEST TWO
6. NO STUDENT SHOULD ATTEND CLASS WITHOUT ADMISSION
7. NO STUDENTS SHALL BE ALLOWED IN CLASS AFTER TEST TWO IF THE FEES IS NOT PAID IN FULL
8. STUDENTS WHO DO NOT PAY THE FEES IN TIME SHALL BE DISCONTINUED TO ENJOY CERTAIN SERVICES SUCH AS LIBRARY, ATTENDING CLASSES, TESTS ETC, THIS SHALL BE DETERMINED AT THE DISCRETION OF THE MANAGEMENT
9. FEES MUST BE PAID AT THE BANK – CRDB: NO CASH SHALL BE ACCEPTED
10. STUDENTS FAILING TO DO EXAMS DUE TO NON PAYMENT OF FEES SHALL HAVE TO ARRANGE FOR THEIR EXAMS AT A COST OF Tzs 25,000 PER PAPER MISSED

WE ENCOURAGE YOU TO OBSERVE THE ABOVE RULES IN ORDER TO AVOID UNNECESSARY INCONVINIENCES.

ISSUES BY THE MANAGEMENT
28.11.2016