

DANIEL COMBONI VOCATIONAL INSTITUTE

Daniel Comboni Rd – Layibi
2799606
P.O. Box 777 – GULU (Uganda)



Tel. +256 0471 432826 /039
Fax +256 0471 432827
e-mail dcviextra@gmail.com

ADMISSION LETTER 2019

Dear.....

I am glad to inform you that you have been offered a place at Daniel Comboni Vocational Institute, Layibi for the course of.....(**First year**) the academic year opens on the 18/ 02/ 2019 with registration and teaching will start immediately.

The Institute is a mixed school. We may be able to accommodate a limited number of apprentices at the hostel for boys and girls.

Please note that all payments will be done through Centenary Bank. No one will be allowed to commence training without full payment.

The followings are necessary

A - Termly requirements:-

1.	Tuition Fee	150,000
2.	Food requirement (Breakfast &lunch	270,000
3.	Material/practical (MVT, CJ, BCP)	50,000
4.	Material/ practical (MECP & E.I)	90,000
5.	Examination fee	15,000
6.	Library fee	10,000
7.	Computer fee	10,000
8.	Sports fee	10,000
9.	Hostel fees (where applicable)	300,000
10.	Guild fee	5,000

B - Yearly requirements:-

1.	UNSA	3,000
2.	Maintenance fee	20,000
3.	Identity Card	2000
4.	Class uniform	20,000
5.	Workshop uniform	45,000
6.	Project work	40,000

Total consolidated fee (MVT, C/J, BCP) 650.000 or 950.000

Total consolidation fee (MECP, E.I) 690.000 or 990.000

The uniforms will be obtained from the Institute after paying Shs 45,000/= as above, ref number 4 & 5 in requirements B.

1. MECP apprentices: Vernier Caliper, or 75,000/=
2. MVT apprentices: Set of Spanners, (8, 10, 12, 14, 17) or 30,000/=
3. E.I apprentices: Phase Tester, or 5,000/=
4. C/J apprentices: Tape Measure, Try Square, Claw Hammer, or 25,000/=
5. BCP apprentices: Trowel, Spirit Level, Square. or 25,000/=

Supper will be provided for those who will be residing at the hostel at 6:30pm. In addition to the above requirements, you are to come along with the following:

- a) Mattress
- b) Bed sheets
- c) Blanket
- d) Towel
- e) Basin
- f) Eating utensils
- g) Mosquito net
- h) Strong protective shoes

Special Diet: The management of the Institute regrets to inform you that no special diet will be provided for those who are sick (in particular those suffering from Ulcers, etc).

NOTE: - The above grand total is to be paid at **Centenary Rural Development Bank, Gulu Branch** before or on registration day using the bank slip attached.

For apprentices residing at the hostel should note that there will be 3hours weekly community work on Saturdays. **Please be punctual to avoid delays and disappointments.**

Yours Sincerely,

Mr. Ochen Richard
(Principal)

Signature of the Parent.....

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ADMISSION LETTER 2018

Dear.....

I am glad to inform you that you have been offered a place at Daniel Comboni Vocational Institute, Layibi for the course of.....(**Advance**) the academic year opens on the 22/5 / 2018 with the registration. Teaching will start immediately afterwards.

The Institute is a mixed school. We may be able to accommodate a limited number of apprentices at the hostel for boys and girls.

Please note that all payments will be done through Centenary Bank. No one will be allowed to commence training without full payment.

The followings are necessary

A - Termly requirements:-

1. Tuition Fee	220,000
2. Food requirement	300,000
3. Material/practical (MVT, CJ, BCP)	80,000
4. Material/ practical (MECP & E.I)	110,000
5. Examination fee	20,000
6. Library fee	10,000
7. Computer fee	20,000
8. Sports fee	10,000
9. Hostel fees (where applicable) inclusive meals	330,000
10. Guild fee	5,000
11. Other requirements	40,000

B - Yearly requirements:-

1. UNSA	3,000
2. Development fund	20,000
3. Identity Card	5000
4. Class uniform	15,000
5. Workshop uniform	45,000

Total consolidated fee (MVT, C/J, BCP) 650.000 or 950.000

Total consolidation fee (MECP, E.I) 690.000 or 990.000

The uniforms will be obtained from the Institute after paying Shs 45,000/= as above, ref number 4 & 5 in requirements B

1. MECP apprentices: Vernier Caliper,
2. MVT apprentices: Set of Spanners, (8, 10, 12, 14, 17)
3. E.I apprentices: Phase Tester,
4. C/J apprentices: Tape Measure, Try Square, Claw Hammer,
5. BCP apprentices: Trowel, Spirit Level, Square.

For those who will reside in the hostel, they have to be aware that the Institute does not provide supper therefore they have to look for their own. In addition to the above requirements, you are to come along with the following:

- a) Mattress
- b) Bed sheets
- c) Blanket
- d) Towel
- e) Basin
- f) Cooking and eating utensils
- g) Mosquito net
- h) Strong protective shoes

Special Diet: The management of the Institute regrets to inform you that no special diet will be provided for those who are sick (in particular those suffering from Ulcers, etc).

NOTE: - The above grand total is to be paid at **Centenary Rural Development Bank, Gulu Branch** before or on registration day using the bank slip attached. There will also be 3hours weekly community work on Saturdays. **Please be punctual to avoid delays and disappointments.**

Yours Sincerely,

Mr. Ochen Richard
(Principal)

Signature of the Parent.....