

ST. LOUIS HIGHER INSTITUTE OF HEALTH & BIOMEDICAL SCIENCES

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Motto: Health, Character for Excellence



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PROSPECTUS FOR THE ACADEMIC YEAR 2008/2009

FIRST YEAR STUDENTS: REQUIREMENTS FOR ADMISSION:

- 1) Students seeking admission into any option of St. Louis HIN-HEBS MUST have a pass in at least two advance level subjects excluding Religious Studies, or its French equivalence. (Having a science background is an additional advantage).
N.B for arts students, 2 papers with two "E" grades shall not be welcomed.
- 2) All applicants MUST present photocopies as well as originals of the following documents:
 - a) All certificates obtained.
 - b) National identity card (for Indigenous students).
 - c) Birth certificate
 - d) Passports for foreign students.
- 3) A pass in English Language at the Ordinary Level is required for all Anglophones. Anglophones and Francophones shall be tested by the staff of the LINGUISTIC CENTRE for language proficiency. Candidates who fall short of the required minimum shall take obligatory remedial classes at the linguistic centre.
- 4) Application forms are available at the school or can be downloaded from the following website: www.saintlouisgroup.org. deposit a complete file along side an application fee of 5,000FCFA with the Bursar.

FINANCIAL OBLIGATIONS FOR ALL STUDENTS ON ADMISSION:

All students admitted into the first year shall fulfill the following obligations:

- 1) Sign an undertaking to be of good behaviour and to follow school rules and regulations AT ALL TIMES or risk expulsion.
- 2) Pay a deposit for uniforms to be provided by the school tailor and no one else. The amount to be paid is as follows:
 - Jackets (for male nurses and all students of the departments of Laboratory sciences, Pharmacy, Physiotherapy and Dentistry). -----
----- 6,500FCFA per jacket
 - Gowns for all female nurses. -----
10,500FCFA per gown.
- N.B: note that we strongly recommend two pairs of uniforms per student.
- 3) Deposit the sum of 50,000FCFA for text books that shall be supplied by the school. Students must also have some personal books.
- 3) Hand in 2 (two) reams of "A4" papers (80gms size) into the bursary.
- 4) Pay the sum of 2,000FCFA for their progress reports.
- 5) Pay the sum of 10,000FCFA for access to the internet. (this shall be at 200frs/hour and will amount to 50 hours per student per academic year). Knowledge in computer is a necessary condition for all students.
- 6) Pay the sum of 2,000FCFA for school Identity Cards.
- 7) Pay the sum of 2,000FCFA for students' Union Dues
- 8) Pay the sum of 5,000FCFA for sports. This will be divided as follows:
 - 3,000FCFA will go for students departmental sports wear (jersey)
 - 2,000FCFA will go for school registration for University games.
- 9) pay the sum of 5,000fcfa for university games.

It should be noted that fees shall be collected only after the above payments have been made.

The fee does not include the above mentioned items.

FEES:

**FEES FOR ALL NEWLY ADMITTED STUDENTS -----
350,000FCFA (AND SHALL REMAIN SAME THROUGH OUT THEIR TRAINING).**

This shall be paid as follows:

- **First installment (175,000FCFA):** before a student sits in class on the first day of school reopening, he/she must have paid at

least half of the fees. Where it is not possible to pay half of the fees at once, the student **must** pay at least the sum of **100,000FCFA** on the first day, and he/she must complete the first installment (at least) by the end of January 2009 i.e. before start of first semester exams. However, we encourage you to pay all fees at once to avoid disturbances when you need to concentrate.

- **Second installment (175,000FCFA):** this must be completed on or before 30th of April 2009.

N.B: for public candidates, all fees must be paid on or before the 10th of March each year as stipulated by the ministerial text binding all exams organized by MINSANTE for all schools training health personnel.

Students who come in by scholarship (50%) all fees must be paid by the 10th of March 2009.

N.B money paid for fee is not refundable, unless otherwise decided by the school authority. There shall be no negotiation in the payment of fees. Please follow your prospectus strictly.

SCHOOL UNIFORM AND RECOMMENDED DRESSING:

The accepted dressing shall be as follows:

a. FEMALE STUDENTS IN THE DEPARTMENT OF NURSING:

- These shall wear a gown, an apron with the school badge printed on it, and a small white cap as prescribed for nurses by the national nursing council.
- They shall put on a pair of black or white covered noiseless shoes (with low heels). No slippers or sandals of any color shall be allowed.
- A white knitted pullover, knitted with wool thread (with buttons in front) over their complete uniform, or a clean white cling clag sweater inside their uniforms.

b. MALE STUDENTS IN THE DEPARTMENT OF NURSING: These shall dress as follows:

- white jacket of the length prescribed by the school, with the school badge printed on the chest pocket, over a white long sleeves shirt, a well knotted tie, a pair of black trousers (not jeans) and a pair of black shoes. No sandals or slippers.

c. ALL STUDENTS IN THE DEPARTMENTS OF PHARMACY, DENTISTRY, PHYSIOTHERAPY AND LABORATORY SCIENCE:

- **MALES:** shall dress exactly like the male students of the department of nursing.

- FEMALES:** these shall wear a white jacket of the length prescribed by the school and with the school badge printed on the chest pocket, over a black skirt (a little below knee level), and a pair of low black shoes. No sandals or slippers.

Note that all uniforms must be stitched by the school tailor following our prescribed style and design.

N.B: those who come to school dressed otherwise shall lose their clothes and or shoes to the administration. To be fore warned is to be fore armed.

REMEMBER:

IF YOU WANT TO HAVE SOMETHING YOU HAVE NEVER HAD, YOU MUST DO SOMETHING YOU HAVE NEVER DONE!

NOT PREPARING TO SUCCEED IS A SURE PREPARATION FOR FAILURE!

THERE IS NO SUCH THINK AS SOMETHING FOR NOTHING.

Sign: Dr. Nick Ngwanyam, MD;
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10. DECLARATION BY SPONSOR: *(Must be signed by your sponsor)*

I, the undersigned, do solemnly declare that, I would be responsible for any financial need of the applicant and promise to pay promptly all tuition and any other finances demanded by the institution for proper training.

Signature

Date

11. PERSONAL STATEMENT BY APPLICANT:

Please in brief, let us know your motivations and future plans as regards the course you intend to study.

12. DECLARATION BY CANDIDATE:

I, _____ confirm that, the information given on this form is true and complete. No information requested or other material information has been omitted. I undertake to be bound by the rules and regulations in place at the institution binding admissions. I accept that if I do not fully comply with these requirements, the institution shall have the right to cancel my application and/or even terminate my admission. And I shall have no claims against ST. LOUIS HIGHER INSTITUTE OF HEALTH AND BIOMEDICAL SCIENCES.

Signature

Date

N.B. Please attach the following non-refundable to your application on submission.

- Five thousand (5,000) francs CFA application fees
- Copies of relevant academic qualifications.
- Copy of Identity card.
- Copy of Picture page of Passport (for foreign students)
- Copy of Residence Permit (for Foreign Students)
- Copy of Birth Certificate.
- 4 passport size photographs.

All applicants who have applied with "awaiting results" will have their application file processed only after submitting their detailed results.

Completed application forms should be deposited in the admission office in the Institute or posted to the above address. Payment of the application fees should be done in the Barvary of the school. Your application form shall only be processed upon payment of the application fees.