



Dar es Salaam  
International Academy  
**Admission  
Information  
Package**



# Mission Statement

Dar es Salaam International Academy aims to develop internationally minded lifelong learners through a well-balanced, holistic curriculum and a partnership between school, home and community.

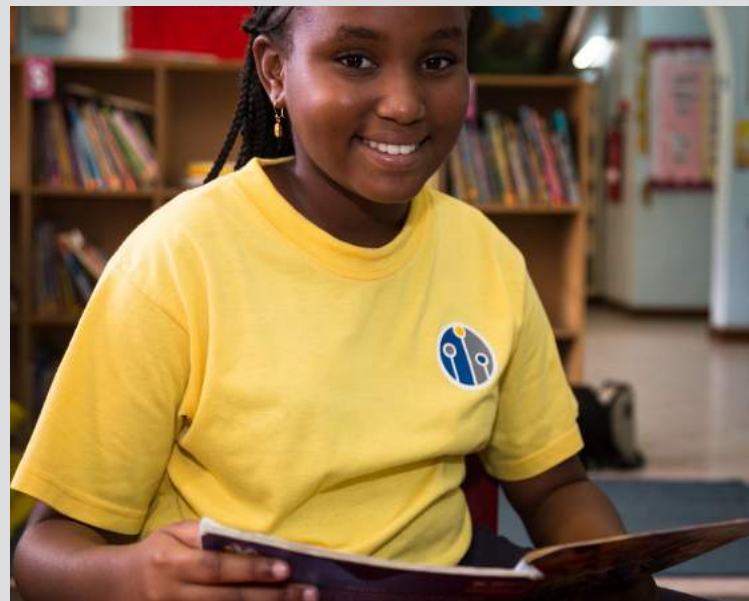


# Life at DIA



Dar es Salaam International Academy (DIA). Often dubbed the "DIA Family," we value our small size and open door policy that provides an excellent international learning community for students residing in Dar es Salaam, Tanzania. With 30+ nationalities currently enrolled in at the school, as well as 15+ nationalities making up our teaching and administrative staff, we at DIA celebrate our diversity and learn something new about each other every day. DIA opened its doors in 2003 as a privately owned school, in order to give the emerging middle class Tanzanians a school offering an international education right here at home. Our main underpinning value is the importance of the relationship between school, home and community, also reflected in our mission statement. DIA puts great emphasis on parent/guardian involvement and the importance of continuous and positive communication between school and home.

**Shaista Juma**  
Executive Director  
Dar es Salaam International Academy



# Life at DIA



# FAQs about DIA

## 1. What are DIA's School Timings?

**PYP:** 7:30am - 2:35pm (excluding Tuesday's)  
7:30am - 1:45pm (Tuesday's - early dismissal)

**PYP Activities:** - 2:35pm - 3:20pm (excluding Tuesday's)  
1:45pm - 2:35pm (Tuesday's)

**Secondary:** 8:15am - 3:15pm (excluding Tuesday's)  
8:15am - 1:25pm (Tuesday's - early dismissal)

**Secondary Activities:** 3:15pm - 4:00pm (excluding Tuesday's)  
1:30pm - 2:15pm (Tuesday's)

## 2. Is DIA an accredited school?

- Yes, DIA is an accredited International Baccalaureate World School, authorized to implement the International Baccalaureate Primary Years Programme (KG - Grade 5), Middle Years Programme (Grades 6 - 10) & the Diploma Programme (Grades 11 - 12)
- DIA is a full member school of the African International Schools Association (AISA)

## 3. Where are DIA teachers and students from?

DIA is a truly international environment, with teachers and students coming from all across the globe. We have up to 35+ nationalities at the school.

## 4. What are some extra-curricular activities offered to DIA students?

Some examples of activities offered are; Model United Nations, Sports Clubs & Teams, Science Club, Performance Clubs, Art Clubs. Parents/Guardians will receive an activity letter at the beginning of every term in order for them and their child/ren to decide which activity they would like to participate in.

## 5. Why does my child have to sit an entrance assessment?

In order for DIA to fully gauge the academic levels of applying students, it is necessary for us to administer a diagnostic assessment based on Mathematics and English. This not only allows us to make an informed decision on grade placement and acceptance, it also gives teachers an insight into the levels of the student along with their report cards and confidential reports.

## 6. How does DIA communicate with parents?

DIA puts special emphasis on the communication between home and school. Some of the ways we communicate are: -

- A weekly newsletter is emailed home by each respective Primary class teacher.
- A weekly newsletter is emailed home by the Secondary department.
- DIA regularly updates its Facebook page and its Website.
- DIA regularly sends home letters about field trips, upcoming events, invitations to workshops etc.

## 7. Does DIA provide transport?

No, DIA does not provide transport.

## 8. Does DIA have a canteen?

There is a canteen on DIA's campus, which is run by an outsourced company. Students are allowed to purchase snacks and drinks from the canteen during their morning break times. Students who would like to have lunch at the canteen, must belong to the Canteen Lunch Program. If you are interested in further information, please let us know and we can put you in touch with the owners.

## 9. What are mandatory requirements for a student attending DIA?

- All students must participate in all subjects offered at DIA in order to meet the requirements of the program.
- All students must participate on field trips & study tours as they are all academically relevant and part of the learning process.
- All students must adhere to the behavior policies of each department.
- All students must be in correct attire.
- All students must participate in at least one extra-curricular activity.
- All students as well as parents/guardians must embody the IB Learner Profile attributes.
- All DIA parents/guardians must be committed to supporting their child's education as well as participating in the learning process when required.

# Admission Policy

Dar es Salaam International Academy enrolls students regardless of sex, nationality, religion or race, who demonstrate an ability and willingness to participate in an all-encompassing international environment. Dar es Salaam International Academy follows an enriched international curriculum at both the primary and middle year levels, taught by qualified staff. The school aspires to high academic standards, yet at the same time is committed to attending to the social and developmental needs of the child.

## 1. Age Requirements

Please refer to age and grade chart.

## 2. Enrolment and Acceptance Procedures

- Submission of fully completed application forms
- Submission of at least two (2) years report cards, including the most recent as well as any transfer certificates or documents from previous school - please note these must be submitted in English
- Submission of Vaccination Records, Birth Certificate copy, or Residence Permit Copy of applying student
- Submission of Confidential Report completed by previous school
- DIA highly recommends all applying students undergo hearing and vision tests before commencing school
- Application Fee of USD200

## 3. Class Sizes

Kindergarten to Grade 5: Maximum 18 students per class\*

Grades 6 – 10: Maximum 18 students per class\*

\*Up to one (1) additional seat may be made available in each PYP/MYP class, this will be a decision made by the Executive Committee. The creation of an additional seat is rare and will only be added on to accommodate a family that DIA feels it can uniquely serve.

## 4. Diagnostic Assessment

In order to gauge the academic and social level of students applying to DIA all applicants will be given an initial assessment, which includes reading and comprehension, writing and mathematics. A verbal interview is also conducted to assess verbal ability and language skills, as well as assessing independence and adaptability to new surroundings.

Parents/Guardians will also go through an informal interview process when submitting their child/ren's application. All required documentation must be submitted before acceptance is decided upon.

Acceptance and grade placement will be decided upon within 3 working days. The timeline may vary if it is a SEN/ELL case.

If parents/guardians would like more information on curriculum or information about specific grades, please request for an appointment with the Head of School

## 5. Admission of Students with Special Educational Needs (SEN) and English Language Learners (ELL)\*

Due to DIA's facilities and resources, we cannot admit students with moderate or severe special educational needs. Students with mild special educational needs will be considered. The decision will be made following discussions between the Head of Student Services, subject teachers and the respective Coordinators. Information from relevant professionals (e.g. previous teachers, psychologists, doctors etc.) will be considered.

A student with foundation English and mild SEN may be admitted into the PYP and Grades 6 or 7 of the MYP. It is unlikely that students with ELL and SEN will be admitted into Grades 8, 9, 10 or 11. Students who are English Language Learners and are not at a high level of proficiency may be admitted into Grades 9, 10 or 11 – however decisions will be made on a case-by-case basis.

\* If your child/ren fit(s) into the above category please request to see the complete DIA SEN and/or ELL Policy document for further information.

\*\* Special Assistance or support may be offered within class times in Language and possibly Mathematics. However it may still be recommended that the student receive at-home tuition beyond this, based on their ability to meet objectives.

## 6. Categories of Admission:

**a. Unconditional Acceptance** – meets all criteria for acceptance.

**b. Conditional Acceptance** – extra support and at-home tutoring may be recommended in certain subject areas. Parents/Guardians must ensure a tutor is found and complete the necessary form with contact details and information about the tutor. All tutors will be required to maintain regular contact with the school. Recommendations that are not followed may result in the discharge of the child from DIA. Please refer to the Discharge of Students clause.

**c. Provisional Acceptance** – student will be admitted on a maximum two term provisional basis (only in Terms 1 and

# Admission Policy

2). During this period it will be assessed whether the child is able to meet objectives of the mainstream curriculum with special assistance and at-home tuition. Regular feedback will be given to the parents/guardians. At the end of the provisional period the terms of acceptance will be re-assessed. If it is found that the requirements have not been met this may result in the discharge of the child from DIA.

## 7. Admission to Primary Years Programme (PYP)

Dar es Salaam International Academy is an International Baccalaureate World School implementing the IB Primary Years Programme (PYP) from Grades KG – 5.

Students within DIA's Grade 5 class will be required to sit an assessment during the academic year to ensure they meet the requirements to enter the Middle Years Programme. Parents/Guardians will be informed in advance if the DIA MYP cannot cater for their child/ren once they have completed Grade 5.

It is a requirement that students in Grades 4/5 participate in the annual Study Tours, which are a vital component of the curriculum.

## 8. Admission to Middle Years Programme (MYP) & Diploma Programme (DP)

DIA is an International Baccalaureate World School implementing the IB Middle Years Programme (MYP) from Grades 6 – 10 and the IB Diploma Programme (DP) from Grades 11 - 12.

Students within DIA's Grade 10 class will be required to sit an assessment during the academic year to ensure they meet the requirements to enter the Diploma Programme. Parents/Guardians will be informed in advance if the DIA DP cannot cater for their child/ren once they have completed Grade 10.

It is a requirement that all students enrolled in the MYP/DP have access to a computer/laptop and the Internet at home in order to keep up with the demands of the curriculum. It is expected that 8th - 11th grade students also have a personal laptop that they are able to bring to school. Students in Grades 9/10/11 are also expected to have a graphing calculator to access the curriculum. It is a requirement that students in Grades 6 - 11 participate in the annual Study Tours, which are a vital component of the curriculum.

### 8.1 Admission to Full Diploma Programme (see Diploma Handbook for details)

Students will study all components of the Diploma Programme; 6 subjects (with at least 3 at Higher level),

Creativity Activity Service, Theory Of Knowledge and Extended Essay.

- Submission of school report for Grades 9 and 10 in MYP or Years 10 and 11 in IGCSE (or equivalent)
- Students must have completed Grade 10 (MYP) or Year 11 (IGCSE) (or equivalent)
- Overall grade 4 or above in at least four subjects at MYP or overall grade C or above in at least four subjects at IGCSE (or equivalent)
- Overall grade 5 (MYP) or grade B (IGCSE) or above in subjects being studied at Higher Level (or equivalent)

### 8.2 Admission to Diploma Courses programme (see Diploma Handbook for details)

We encourage students to study five courses. In order to aid their university applications, we recommend this should include a course from each of Groups 1 (Studies in Language and Literature) and Group 5 (Mathematics). In addition, they must complete Creativity Activity Service.

- Submission of school report for Grades 9 and 10 in MYP or Years 10 and 11 in IGCSE
- Completion of Grade 10 (MYP) or Year 11 (IGCSE)

Applications will be considered on a case by case basis.

## 9. Discharge of Students:

- a. If DIA finds that its resources are insufficient to meet the child's needs.
- b. If a student is admitted on a conditional or provisional basis and DIA finds that either the child or the parents/guardians are not meeting stipulated requirements.
- c. If a student is not meeting the DIA behavioral requirements.

Please note that sufficient time will be given to the parent/guardian to find an alternative school and if the student displays no behavioral issues they may be allowed to complete the academic year.

**Please be advised that the Executive Committee makes the final decision on all admission and discharge cases, decisions will be based on the well being of the child and/or the school.**

# Grade Comparison & Age Chart

## Dar es Salaam International Academy Grade Comparison and Age Chart

Age Range - Child must be born between:	Age	DIA Grade	Tanzania	England	US/Canada	South Africa
15/09/2011 to 15/09/2012	5+	Kindergarten	Class 1	Year 1	Kindergarten	0
15/09/2010 to 15/09/2011	6+	Grade 1	Class 2	Year 2	Grade 1	Grade 1
15/09/2009 to 15/09/2010	7+	Grade 2	Class 3	Year 3	Grade 2	Grade 2
15/09/2008 to 15/09/2009	8+	Grade 3	Class 4	Year 4	Grade 3	Grade 3
15/09/2007 to 15/09/2008	9+	Grade 4	Class 5	Year 5	Grade 4	Grade 4
15/09/2006 to 15/09/2007	10+	Grade 5	Class 6	Year 6	Grade 5	Grade 5
15/09/2005 to 15/09/2006	11+	Grade 6	Class 7	Year 7	Grade 6	Grade 6
15/09/2004 to 15/09/2005	12+	Grade 7	Form 1	Year 8	Grade 7	Grade 7
15/09/2003 to 15/09/2004	13+	Grade 8	Form 2	Year 9	Grade 8	Grade 8
15/09/2002 to 15/09/2003	14+	Grade 9	Form 3	Year 10	Grade 9	Grade 9
15/09/2001 to 15/09/2002	15+	Grade 10	Form 4	Year 11	Grade 10	Grade 10
15/09/2000 to 15/09/2001	16+	Grade 11	Form 5	Year 12	Grade 11	Grade 11

Please note the Executive Committee makes the final decision on all grade placements. Decisions will be based on the well being of the child as well as the school.



# School Tuition & Payment Plan

FEE SCHEDULE 2017 - 2018 ACADEMIC YEAR - Annual Tuition Fee – excluding all other fees

Grades	US\$
Kindergarten (KG)	10, 875
Grade 1	13, 585
Grade 2	14, 085
Grade 3	14, 285
Grade 4	14, 495
Grade 5	14, 800
Grade 6	15, 165
Grade 7	15, 665
Grade 8	16, 200
Grade 9	16, 800
Grade 10	17, 400
Grade 11	17, 900

## Other fees

Grades	Information Technology (IT) Fee	Study Tour Fee	International Baccalaureat (IB) Fee	Maintenance Fee
Kindergarten (KG)	300	-	250	150
Grade 1 -3	300	-	250	150
Grade 4	300	400	250	150
Grade 5	300	500	250	150
Grade 6 -7	300	900	435	150
Grade 8	300	1200	435	150
Grade 9 - 11	300	1200	700	150

\* Please note that IT, Study Tour, IB Fee and Maintenance Fee must be paid with your first instalment if you are on a payment plan.

# School Tuition & Payment Plan

## IT Fee (all grades)

This fee ensures: computer labs and software are maintained and up to date, Internet speeds and bandwidth are sufficient, online resources are purchased & available to students to access from home as well as within the school, cutting edge software and hardware is invested into.

## Study Tour Fee (Grades 4 - 11 Only)

All PYP Grade 4 and 5 parents/guardians and MYP parents/guardians will receive a complete breakdown of the cost prior to the study tours taking place as well as all academic relevance. At the end of the academic year the balance will be reimbursed to parents/guardians. Please note this study tour fee is usually utilized specifically for the overnight tours.

## IB Fee

This fee is to continue to receive program implementation support, access to all curriculum material and guides, access professional development workshops. It also includes reading and processing applications, moderation of subject work, eAssessments set by the IB, Personal Project and Community Project moderation, scheduling and providing visits, and processing visit

reports and recommendations to IB headquarters.

## Maintenance Fee

This fee is to ensure that the school is well maintained throughout the year and will cover damage to school property. It is also utilized to invest into health and safety measures, such as security cameras, generators etc.

## Application Fee (non-refundable)

- US\$200 is payable on submission of an application.
- Your child will be assessed after which the school will officially offer placement.

## Re-Enrolment Fee (non-refundable)

\$500 per child is due by April, once you have received the re-enrolment form from the school, to ensure a seat for your child for the next school year.

\*This fee is deductible from the first tuition payment.

## Development/Registration/Capital Fee (non-refundable)

- US\$2000 payable upon admission for the 1st child.
- US\$1500 each for additional siblings on admission

## DIA Annual Fees and Payment Plan Options 2017-2018

### PAYMENT PLAN 1 (ANNUAL FEE)

	Fee	(IT) Fee	Study Tour Fee	IB Fee	Maintenance Fee	Total
<b>Payment Due Before</b>						<b>04. 09. 2017</b>
<b>Grade</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>
Kindergarten	10, 875	300	-	250	150	<b>11, 575</b>
Grade 1	13, 585	300	-	250	150	<b>14, 285</b>
Grade 2	14, 085	300	-	250	150	<b>14, 785</b>
Grade 3	14, 285	300	-	250	150	<b>14, 985</b>
Grade 4	14, 495	300	400	250	150	<b>15, 595</b>
Grade 5	14, 800	300	500	250	150	<b>16, 000</b>
Grade 6	15, 165	300	900	435	150	<b>16, 950</b>
Grade 7	15, 665	300	900	435	150	<b>17, 450</b>
Grade 8	16, 200	300	1200	435	150	<b>18, 285</b>
Grade 9	16, 800	300	1200	700	150	<b>18, 885</b>
Grade 10	17, 400	300	1200	700	150	<b>19, 750</b>
Grade 11	17, 900	300	1200	700	150	<b>20, 250</b>

# School Tuition & Payment Plan

## DIA Annual Fees and Payment Plan Options 2017-2018 PAYMENT PLAN 1 (ANNUAL FEE)

	Fee	(IT) Fee	Study Tour Fee	IB Fee	Maintenance Fee	1st Payment	2nd Payment	Total
<b>Payment Due Before</b>						<b>04. 09. 2017</b>	<b>08. 01. 2018</b>	
<b>Grade</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>
Kindergarten	11,419	300	-	250	150	7, 551	4, 567	<b>12,118</b>
Grade 1	14,264	300	-	250	150	9, 258	5, 705.60	<b>14, 964</b>
Grade 2	14,789	300	-	250	150	9, 573	5, 915.60	<b>15, 489</b>
Grade 3	14,999	300	-	250	150	9, 699	5, 999.60	<b>15, 699</b>
Grade 4	15,220	300	400	250	150	10, 232	6, 088	<b>16, 320</b>
Grade 5	15,540	300	500	250	150	10, 524	6, 216	<b>16, 740</b>
Grade 6	15,923	300	900	435	150	11, 339	6, 369.20	<b>17, 708</b>
Grade 7	16,448	300	900	435	150	11, 654	6, 579.20	<b>18, 233</b>
Grade 8	17,010	300	1200	435	150	12, 291	6804	<b>19, 095</b>
Grade 9	17,640	300	1200	700	150	12, 669	7056	<b>19, 725</b>
Grade 10	18,270	300	1200	700	150	13, 312	7308	<b>20, 620</b>
Grade 11	18,795	300	1200	700	150	13, 627	7518	<b>21, 145</b>

## DIA Annual Fees and Payment Plan Options 2017-2018 PAYMENT PLAN 1 (ANNUAL FEE)

	Fee	(IT) Fee	Study Tour Fee	IB Fee	Maintenance Fee	1st Payment	2nd Payment	3rd Payment	Total
<b>Payment Due Before</b>						<b>04. 09. 2017</b>	<b>08. 01. 2018</b>	<b>09.04.2018</b>	
<b>Grade</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>	<b>US\$</b>
Kindergarten	11, 691	300	-	250	150	5, 378.80	3, 507	3, 507	<b>12,392</b>
Grade 1	14, 604	300	-	250	150	6, 541.60	4, 381	4, 381.20	<b>15, 303</b>
Grade 2	15, 141	300	-	250	150	6, 756.40	4, 542	4, 542.30	<b>15, 841</b>
Grade 3	15, 356	300	-	250	150	6, 842.40	4, 607	4, 606.80	<b>16, 056</b>
Grade 4	15, 582	300	400	250	150	7, 333.80	4, 675	4, 674	<b>16, 681</b>
Grade 5	15, 910	300	500	250	150	7, 564	4, 773	4, 773	<b>17, 110</b>
Grade 6	16, 302	300	900	435	150	8, 305.80	4, 891	4, 890	<b>18, 086</b>
Grade 7	16, 840	300	900	435	150	8, 521	5, 052	5, 052	<b>18, 625</b>
Grade 8	17, 415	300	1200	435	150	9, 051	5, 225	5, 224	<b>19, 500</b>
Grade 9	18, 060	300	1200	700	150	9, 309	5, 418	5, 418	<b>20, 145</b>
Grade 10	18, 705	300	1200	700	150	9, 832	5, 612	5, 611	<b>21, 055</b>
Grade 11	19, 243	300	1200	700	150	10, 047	5, 773	5, 772	<b>21, 592</b>

# Fee Payment & Refunds

## Terms and Conditions for Fee Payments and Refunds

### 1. School Fees

1.1 All fees are based in US Dollars, and are subject to change.

1.2 All fees are due by the dates indicated, unless other arrangements have been made, and have been approved by the DIA School Board.

1.3 All late school fee payments will incur a charge of US\$20 per week/per student enrolled, which will be added to the current fee payment.

1.4 All dishonoured cheques will incur a charge of US\$50 and late payment penalties, in addition to all bank charges levelled against the drawer.

1.5 Payment can be made in the following ways – please refer to Payment Details below:

- a) Money Transfer (preferred payment)
- b) Cheque (preferred payment)
- c) Direct Deposit (preferred payment)
- d) Cash

1.6 When making payments directly to the school's bank account (i.e. money transfer or direct deposit) please note the following:

- a. DIA must be provided with a copy of the bank or wire transfer details
- b. DIA is not responsible for bank transfer charges
- c. All transfers and deposits must be received on the deadline stipulated

1.7 Payments made in Tanzanian Shillings are converted into US Dollars at the internal DIA rates.

1.8 Students enrolling to the school in the middle of a term must pay that whole term's fees.

1.9 Unpaid fees without notification may result in student suspension up till payment has been made or notification has been given and approved.

1.10 Re-enrollment fee is deducted from the annual fee payment for the next academic year.

### 2. Refund Policy

2.1 Refunds for students who are registered and have paid fees for the current academic year, but who do



# Fee Payment & Refunds

NOT attend, must give written notice to DIA at least 4 calendar weeks before the commencement of the new term(s). Refunds will apply to tuition fees only and shall be paid by cheque.

2.2 If a student is withdrawn from DIA after the beginning of a new term, and has attended classes, the fees are non-refundable.

2.3 If a student wishes to withdraw, notice must be given to the school in writing, 4 calendar weeks before the end of the current term. If notice has not been given, tuition for the current and following term is non-refundable.

2.4 If a student is expelled and/or asked to leave DIA due to behavioural issues, not following the conditions on the acceptance letter and/or any other reason, the fees are non-refundable.

2.5 Re-enrollment fee is non-refundable.

## 3. Re-enrollment

3.1 Re-enrollment forms are sent out in the 2nd term to all DIA parents – this form must be returned to the school along with the re-enrollment fee on the stipulated dates.

3.2 DIA cannot guarantee availability for current students in the next academic year if re-enrollment forms and fee are not returned on the stipulated deadlines.

## 4. New Applicants

4.1 DIA cannot guarantee availability to new students enrolling in the middle of an academic year – this will be subject to seating availability.

4.2 Students enrolling for a new academic year should apply in the month of April.

### Payment Details:

1. International Money Transfer - Stanbic Bank, please ask the accountant for further details or instructions if necessary (preferred payment)

### Remitter of funds to pay:

Beneficiary Account name: **Dar es salaam International Academy**  
Address: P.O Box 23282, Plot no 1325/6, Transit

**Supermarket, DSM.**

Beneficiary Account no: **9120000921554**

Bank Name: **Stanbic Bank**

Branch: **Centre**

Bank Address: **P.O Box 72647, DSM, United Republic of Tanzania. Stanbic Bank Swift code: SBICTZTX**

Corresponding Bank:

Deutsche Bank (USA) swift code is: **BKTRUS33**

Commarz Bank (Europe) swift code: **COBABESS**

**NB: All money transfers should include any bank transfer fees that are applicable**

## 2. Cheque (preferred payment):

### Please ensure:

- Cheque is made out to: Dar es Salaam International Academy
- Cheque is dated and signed correctly
- Must be from a local bank
- DIA can no longer accept cheques over the amount of USD10,000 as per Tanzanian Law. If you are paying over this amount the cheque must be divided into two.

3. Direct Deposit (preferred payment) If you would prefer to directly deposit into Diamond Trust Bank and/or Stanbic Bank, please notify our accountant for further details.

Name of Bank: **I&M**

Account Name: **Dar es Salaam International Academy Account**

Number: **07009555112 (USD)**

## 4. Cash Payments

- Must be paid directly to the accountant
- Must be good quality notes
- Must all have serial numbers from 2006 and onwards
- A 1% fee will be applied on the total amount of tuition being paid in cash - Application Fee must be paid in cash
- Registration Fee can be accepted in cash.

**Please note all payments being paid directly into DIA's bank account or directly deposited will be considered unpaid until receipt of transfer and/or deposit details. Parents wanting to pay in Tanzanian Shillings please contact the Administration for further details.**

# Contact Details & School Uniform

## Email Details

	Name	Email
General Information		info@diatz.cc
Admissions		admissions@diatz.cc
Administration		info@diatz.cc
Executive Director	Ms. Shaista Juma	sjuma@diatz.cc
Head of School	Ms. Tini Bennett	tbennett@diatz.cc

### DIA Uniform Guidelines

DIA Uniforms are purchased at Toto Junction.

Locatio: Dar es Salaam city center, on Mkwepu Street between Samora Avenue and Sokoine Drive.

Tel: +255 22 2137920, +255 22 2126186, +255 764 938686

Opening Hours: Mon - Fri (9am - 5.30pm), Sat (9am - 2pm) and Sunday (10am - 1.30pm)

Email: toto@totojunction.com

**NB: All students must purchase their uniform from the DIA Uniform supplier.**

## Regular Uniform

	Boys	Girls
Shirts	Polo neck DIA shirts with logo and trim on collar	Polo neck DIA shirts with logo and trim on collar Muslim: long sleeved DIA shirt with logo
Bottoms	<ul style="list-style-type: none"> <li>Grey Trousers</li> <li>Grey Cargo Shorts (below the knee)</li> </ul>	<ul style="list-style-type: none"> <li>Grey Trousers</li> <li>Grey Skirt/Skort</li> </ul>

## P. E. Uniform

	Boys	Girls
Shirts	Round neck yellow with DIA logo	Round neck yellow with DIA logo Muslim: long sleeved yellow with DIA logo
Bottoms	<ul style="list-style-type: none"> <li>Navy Blue Shorts</li> <li>Navy Blue Trousers</li> <li>Navy Blue Track Pants</li> </ul>	<ul style="list-style-type: none"> <li>Navy Blue Shorts</li> <li>Navy Blue Trousers</li> <li>Navy Blue Track Pants/Leggings</li> </ul>

### Dance or other Athletic Activities

It is recommended that students who are participating in an athletic afternoon activity wear their DIA PE Uniform.

#### Not Allowed:

- Spaghetti strap tops
- Tops with back cut outs
- Open back sandals or flip-flops
- Tops revealing the naval
- Tight or "skinny" trousers
- Low cut tops showing cleavage
- Skirts/shorts more than 2 inches above the knee
- Bikinis
- Trousers/shorts/skorts - in non-DIA colors
- Capris

# DIA 2017 - 2018 Academic Year

2017/2018	SUN	MON	TUE	WED	THU	FRI	SAT	Important Dates	Instructional Days	PD
August/ September 2017	20	21	22	23	24	25	26	<b>25 - 31:</b> Teacher's In-Service/Orientation  <b>31:</b> PYP Open Day for parents to "Meet & Greet" teachers from 2pm - 3.30pm  <b>4:</b> First Day of Term 1/ UPYP & MYP Open Day  <b>1:</b> Tentative Eid		1
	27	28	29	30	31	1	2		0	4
	3	4	5	6	7	8	9		5	
	10	11	12	13	14	15	16		5	
	17	18	19	20	21	22	23		5	
	24	25	26	27	28	29	30		5	<b>20</b>
October 2017	1	2	3	4	5	6	7	<b>16 - 20:</b> PYP Parent/Teacher Conferences  <b>21 - 29:</b> Mid-Term Break  <b>30:</b> Back to School	5	
	8	9	10	11	12	13	14		5	
	15	16	17	18	19	20	21		5	
	22	23	24	25	26	27	28		0	
	29	30	31						2	<b>17</b>
November 2017				1	2	3	4		3	
	5	6	7	8	9	10	11		5	
	12	13	14	15	16	17	18		5	
	19	20	21	22	23	24	25		5	
	26	27	28	29	30				4	<b>22</b>
December 2017						1	2	<b>1:</b> Tentative Maulid  <b>4, 6-8, 11, 13 - 15:</b> MYP Parent/Teacher Conferences  <b>15:</b> End of Term 1	0	
	3	4	5	6	7	8	9		5	
	10	11	12	13	14	15	16		5	<b>10</b>
January 2018	31	1	2	3	4	5	6	<b>4 - 5:</b> Teachers In-Service Days  <b>8:</b> First Day of Term 2  <b>12:</b> Revolution Day	0	2
	7	8	9	10	11	12	13		4	
	14	15	16	17	18	19	20		5	
	21	22	23	24	25	26	27		5	
	28	29	30	31					3	<b>17</b>

# DIA 2017 - 2018 Academic Year

2017/2018	SUN	MON	TUE	WED	THU	FRI	SAT	Important Dates	Instructional Days	PD
February 2018					1	2	3	16: 19: Mid Term Break 20: Back to School	2	
	4	5	6	7	8	9	10		5	
	11	12	13	14	15	16	17		4	
	18	19	20	21	22	23	24		4	
	25	26	27	28					3	18
March 2018					1	2	3	28: Student-Led Conferences/Last day of Term 2	2	
	4	5	6	7	8	9	10		5	
	11	12	13	14	15	16	17		5	
	18	19	20	21	22	23	24		5	
	25	26	27	28	29	30	31		4	21
April 2018	1	2	3	4	5	6	7	9: First Day Term 3 26: Union Day	0	
	8	9	10	11	12	13	14		5	
	15	16	17	18	19	20	21		5	
	22	23	24	25	26	27	28		4	
	29	30							1	15
May 2018			1	2	3	4	5	1: Worker's Day	3	
	6	7	8	9	10	11	12		5	
	13	14	15	16	17	18	19		5	
	20	21	22	23	24	25	26		5	
	27	28	29	30	31				4	22
June 2018						1	2	15 - 16: Tentative Eid 28: Last Day of Term 3/In-Service	1	
	3	4	5	6	7	8	9		5	
	10	11	12	13	14	15	16		4	
	17	18	19	20	21	22	23		5	1
	24	25	26	27	28	29	30		4	19

- Holidays
- Teacher Orientation/Professional Development Days
- Parent/Teacher Conferences

<b>Days in Term 1:</b>	<b>69</b>
<b>Days in Term 2:</b>	<b>56</b>
<b>Days in Term 3:</b>	<b>56</b>
<b>Total Instructional Days:</b>	<b>181</b>
<b>Total Working Days:</b>	<b>1</b>

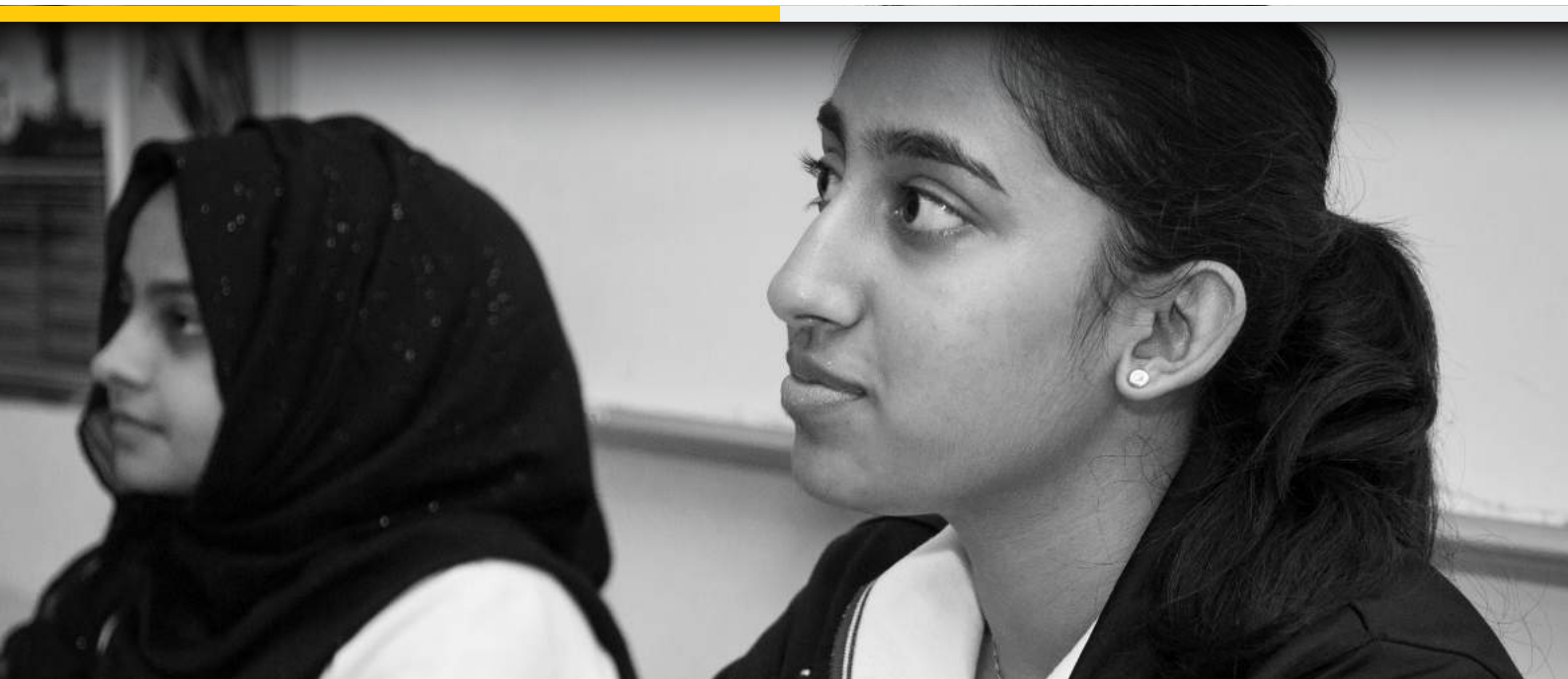


# Application Conditions

Upon applying to Dar es Salaam International Academy, all parents/guardians were required to complete an application form for their child/ren.

**Please find a reminder below of the Terms & Conditions of being a student and parent/guardian at DIA that are also stipulated in each application form and signed by parents/guardians:**

1. I agree that this application form is completed accurately and honestly with all information required.
2. I ensure and agree to mine and my child's commitment to embody the IB Learner Profile.
3. I understand that failure to disclose any relevant information or altering of documents can lead to acceptance of my child in DIA to be withdrawn.
4. I have read the DIA Mission Statement.
5. I agree that my child will abide by all the rules and regulations of DIA including, but not limited to the the following: Uniform Policy, Late/Absence Policy and Behavior Policy.
6. I agree to abide by the rules and regulations of DIA in relation to the following: Security Policy and Car Parking Policy
7. I agree to attend all parent/teacher conferences and any meetings regarding my child.
8. I understand that throughout the year DIA arranges a number of academic field trips, which are an integral part of DIA 's curriculum. I agree to ensure my child's participation.
9. I ensure my child's participation in at least one extra curricular activity per term.
10. I understand my child must participate fully in all subjects offered at DIA.
11. I confirm that I have read and fully understand the fee payment terms, guidelines and refunds enclosed in the DIA package.
12. I understand that any offer of acceptance in DIA is contingent on space being available.
13. I understand that DIA reserves the right to determine the placement of my child in the grade level or subject judged most appropriate for my child's school experience and age.
14. I understand DIA does not provide any insurance for loss of personal possessions. I understand my child is responsible for his/her personal possessions.
15. I understand that all required documentation must be completed and submitted to DIA before acceptance will be given to my child.
16. I understand that not following the above terms and conditions can lead to acceptance of my child in DIA to be withdrawn.





## Dar es Salaam International Academy

SCHOOL • HOME • COMMUNITY

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