THE MWALIMU NYERERE MEMORIAL ACADEMY

PROSPECTUS
2023/2024

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PROSPECTUS
2023/2024

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This Prospectus is published yearly to give information about the Academy. Programmes, members of staff, fees and Almanac in this Prospectus are for the Academic year 2023/2024.

The Academy reserves the right to change this prospectus without prior notice.

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LIST OF ABBREVIATIONS

ACSEE	-	Advanced Certificate of Secondary Education Examination
ADA	-	Advanced Diploma in Accountancy
BAF	-	Bachelor of Accounting and Finance
BD.GD	-	Bachelor Degree in Gender and Development
BD.EGE	-	Bachelor Degree of Education in Geography and English Language
BD.EGH	-	Bachelor Degree of Education in Geography and History
BD.EGK	-	Bachelor Degree of Education in Geography and Kiswahili Language
BD.EHE	-	Bachelor Degree of Education in History and English Language
BD.HRM	-	Bachelor of Human Resource Management
BD.EKE	-	Bachelor Degree of Education in Kiswahili and English Languages
BD.EKH	-	Bachelor Degree of Education in Kiswahili and History
BD.EoD	-	Bachelor Degree in Economics of Development
BD.MSD	-	Bachelor Degree in Management of Social Development
BD.EPM	-	Bachelor Degree in Environment Planning and Management
BD. LG	-	Bachelor Degree in Leadership and Governance
BD.PRO	-	Bachelor Degree in Procurement and Supply Chain Management
BECA	-	Bachelor of Education in Commerce and Accounts
BTC.AC	-	Basic Technician Certificate in Accountancy
BTC.BA	-	Basic Technician Certificate in Business Administration
BTC.COD	-	Basic Technician Certificate in Community Development
BTC.ED	-	Basic Technician Certificate in Economics of Development
BTC.HRM	-	Basic Technician Certificate in Human Resource Management
BTC.ICT	-	Basic Technician Certificate in Information and Communication Technology

BTC.LIM	-	Basic Technician Certificate in Library and Information Management
BTC.PRO	-	Basic Technician Certificate in Procurement and Supply
BTC.REC	-	Basic Technician Certificate in Records, Archives and Information Management
BTC.YW	-	Basic Technician Certificate in Youth Work
BTC.GD	-	Basic Technician Certificate in Gender and Development
CA	-	Continuous Assessment
CBE	-	College of Business Education
CPA	-	Certified Public Accountant
CPB	-	Certified Professional Banker
CPSP	-	Certified Procurement and Supplies Professional
CSEE	-	Certificate of Secondary Education Examination
DIPLAS	-	Diploma in Library, Archives and Documentation Studies
DIT	-	Dar es Salaam Institute of Technology
DSM	-	Dar es Salaam.
EDT	-	Modular Code Letters for Diploma of Education
EDU	-	Modular Code Letters for Bachelor's Degree of Education
ES	-	Modular Code Letters for Bachelor's Degree in Economics of Development
EST	-	Modular Code Letters for Diploma in Economics of Development
FE	-	Final Examination
GCCU	-	Good Governance Coordination Unit
GD	-	Gender and Development
GPA	-	Grade Point Aggregate
GST	-	Modular Code Letters for Diploma in Gender Issues and Development
HD.EGH	-	Higher Diploma of Education in Geography and History
HD.EKE	-	Higher Diploma of Education in Kiswahili and English Languages
HRM	-	Human Resource Management
IAA	-	Institute of Accountancy Arusha
ICT	-	Information and Communication Technology

IRDP	-	Institute of Rural Development Planning
MA	-	Master of Arts
MAHRM	-	Master of Art in Human Resource Management
MASO	-	The Mwalimu Nyerere Memorial Academy Students Organisation
MDA	-	Ministries, Departments and Agencies
MEMA	-	Master of Education Management and Administration
MNMA	-	The Mwalimu Nyerere Memorial Academy
MNMASA	-	The Mwalimu Nyerere Memorial Academy Staff Assembly
MoCU	-	Moshi Co-operative University
MSc	-	Master of Science
MU	-	Mzumbe University
NACTE	-	The National Council for Technical Education
NACTEVET	-	The National Council for Technical and Vocational Training
NBAA	-	National Board for Accountants and Auditors
NBMM	-	National Board for Materials Management
NTA	-	National Technical Award
OD.GD	-	Ordinary Diploma in Gender and Development
OD.HRM	-	Ordinary Diploma in Human Resource Management
OD.MSD	-	Ordinary Diploma in Management of Social Development
OUT	-	Open University of Tanzania
PCCB	-	Prevention and Combating of Corruption Bureau
PGD	-	Postgraduate Diploma
PSPTB	-	Procurement and Supplies Professionals and Technicians Board
PSU	-	Modular Code Letters for Bachelor's Degree in Management of Social Development
RAAWU	-	Researchers, Academicians and Allied Workers' Union
SAUT	-	St. Augustine University of Tanzania
SE	-	Semester Examination
SLADS	-	School of Library, Archives and Documentation Studies
SUA	-	Sokoine University of Agriculture
TANU	-	Tanganyika African National Union
TC. ED	-	Technician Certificate in Economics of Development

TC.GD	-	Technician Certificate in Gender and Development
TC.HRM	-	Technician Certificate in Human Resource Management
TC.MSD	-	Technician Certificate in Management of Social Development
TC. YW	-	Technician Certificate in Youth Work
THTU	-	Tanzania Higher Learning Trade Union
TIA	-	Tanzania Institute of Accountancy
TIOB	-	Tanzania Institute of Bankers
UCLAS	-	University College of Lands and Architectural Studies
UCT	-	University of Cape Town
UDSM	-	University of Dar es Salaam

1. INTRODUCTION

1.1 Historical Background of the Academy

The Mwalimu Nyerere Memorial Academy is initially a product of Kivukoni College. In February, 1958 the National Conference of TANU which was held in Tabora passed a Resolution to establish a college for adults in the lines of Ruskin College of Oxford University. The College was to be a tool for spreading understanding of social, political and economic problems facing underdeveloped countries such as Tanganyika. The major task was to prepare people who were likely to become leaders in the newly independent country but who did not have qualifications necessary to enter educational institutions. The Adult College was formally established on 29th July, 1961 as a private company under the Companies Ordinance (Cap 212).

The Institution was given the name Kivukoni College. While inaugurating Kivukoni College, Mwalimu Julius Kambarage Nyerere, the President of TANU and the Prime Minister of Tanganyika by then had this to say about the name of the College.

"*The name of this College is significant. It is not just the question of the site being of crossing place physically. Tanganyika itself is at the crossing place now; on December 9th, we assume new and great responsibilities. We shall need a strong and able crew to effect a safe journey, and every student must become part of that crew. But first, he/she has his/her crossing to make; a crossing to wide understanding and to new opportunities for service*".

Regarding the Adult College, Mwalimu said:
"…*Kivukoni College is not intended to be a College for an Elite, it is intended to make a contribution to the development of all the people*. *To come here as a student is to be given a wonderful opportunity and a privilege. The responsibility is proportionately great. If any student ever tried to divorce himself/herself from the people who indirectly sent him/her here he/she would be abusing the privilege but I do not believe that will happen. The graduates of Kivukoni must be like the yeast in a loaf, effective because it cannot be isolated, its presence being known by the work it had done…"*

The College opened with 43 students only. The Subjects taught were Political Science, History, Sociology, Literature, Geography, Administration, Law, Modern Languages plus other relevant subjects.

In 1971 Kivukoni College was transformed into an Ideological College. The College was considered best suited to inculcate the Party Ideology of Socialism and Self-Reliance. The main functions of Kivukoni Ideological College were:

a) To spread and reinforce the ideology of the Party (TANU) through interpreting, teaching, analysing and defending it and in so doing raise the level of understanding of leaders and masses at large.
b) To be a source of ideas to help the Party promote the development of Tanzania.
c) To be a source of information and an advisory organ on various issues regarding the ideology of the Party.

Kivukoni Ideological College had eight zonal colleges, namely Zanzibar, Lushoto, Murutunguru, Hombolo, Msaginya, Mahiwa, Kihinga and Ilonga.

Kivukoni Ideological College and its zonal colleges offered the following subjects:

a) Ideology and Politics
b) History – The History of the Party
c) Political Economy
d) Management and Administration
e) People's Combat, and
f) Social Science Research Methodology.

All zonal colleges except Zanzibar were closed and handed-over to the Government of the United Republic of Tanzania in 1992 due to the adoption of the multi-party system which became operational with effect from 1st July, 1992.

In order to enable Kivukoni Ideological College to assume a new role under a multi-party system, the college was transformed into an academic institution named the Kivukoni Academy of Social Sciences (KASS).
The Memorandum and Articles of Association which established the Kivukoni Academy of Social Sciences gave mandate to the Academy to undertake the following functions:

a) To take over the assets and liabilities of Kivukoni College;
b) To provide instruction to students in various branches of Social Sciences relevant to the promotion and advancement of social, political, scientific and technological development of a developing country;
c) To provide and assist in the study of Social Sciences and allied subjects through classes, or any other means suitable to that end and cooperate with any bodies that are or may be doing similar or connected work;
d) To carry out and or sponsor research activities in various branches of Social Sciences and allied subjects and provide consultancy services;
e) To award certificates, diplomas, testimonials, and transcripts in a manner that shows the results of examinations administered by KASS; and
f) To administer any scholarships or other monies which may become available to KASS, and to conduct tests in a manner likely to assist in selecting students for whom KASS is designed.

In terms of training programmes, KASS offered a one-year Certificate in Youth Work and two-year Diploma Programmes in Social Studies, Economics of Development and Gender Issues in Development.

A national need for expansion of higher education necessitated Kivukoni Academy of Social Sciences to be transformed into a public higher learning institution. The Mwalimu Nyerere Memorial Academy (MNMA) was established by an Act of Parliament No. 6 of 2005. The Act became operational on 1st October, 2005 by publication of Government Notice No. 433 of 23rd December, 2005. The Academy took over functions, assets and liabilities of the former Kivukoni Academy of Social Sciences.

The Academy has been renamed after Mwalimu Nyerere in honour and recognition of his

contribution as the Father of the Nation and the Founder of Kivukoni College.

1.2 Location of the Academy

1.2.1 Kivukoni Campus

The Academy is located at Kivukoni in Kigamboni District, Dar es Salaam. Its location is along the shores of the Indian Ocean and one kilometre south of the Kigamboni side Ferry ghat. From Dar es Salaam city centre, one reaches the Academy by two ways; either by driving through Mwalimu Nyerere bridge which takes about fifteen minutes or by Panton which operates 24 hours on daily basis. The Panton ferries both people and vehicles and it takes about five minutes to cross the Magogoni Creek.

1.2.2 Karume Campus, Zanzibar

The Mwalimu Nyerere Memorial Academy has a Campus in Zanzibar located on Plot No. 75 at Bububu area in West A District. The campus is 08 kilometres away from town centre.

1.2.3 Pemba Campus

The Mwalimu Nyerere Memorial Academy has a Campus in Pemba which is located in Chake Chake town.

1.3 Vision

The vision of MNMA is to become a centre of excellence for knowledge acquisition and adoption which provides education and training for creativity and innovativeness and promotes peace and national unity.

1.4 Mission Statement

The Mission of the Academy is to dedicate itself to the advancement of lifelong learning through excellence in teaching, research, consultancy and public service in a challenging and supportive learning environment where the pursuit of knowledge, creative enquiry, critical thinking and applied skills are cultivated and sustained.

1.5 Functions of the Academy

The Academy has the following functions:

a) To provide facilities for study and training programmes in social sciences, leadership and continuing education and allied Sciences;
b) To engage in research and development in the disciplines specified in paragraph (a) and to evaluate the results achieved by the Academy training programmes;
c) To provide consultancy services to the public and private sectors in specified fields as prescribed in Act No. 6 of 2005;
d) To sponsor, arrange, facilitate and provide facilities for conferences, symposia, meetings, seminars and workshops for discussion of matters relating to social sciences, leadership and continuing education;

e) To conduct examinations and grant awards of the Academy as approved by the National Council for Technical and Vocational Education and Training (NACTVET);
f) To arrange for publication and general dissemination of materials produced in connection with the work and activities of the Academy;
g) To engage in income-generating activities for effective financing and promotion of entrepreneurship;
h) To establish and foster close association with universities and other institutions of higher education and promote international cooperation with similar institutions;
i) To do all such acts and transactions as are in the opinion of the Governing Board expedient or necessary for the proper and efficient discharge of the functions of the Academy; and
j) To perform such other functions as the Minister or the Governing Board may assign to the Academy, or as are incidental or conducive to the exercise by the Academy of all or any of the preceding functions.

1.6 Accreditation Status

The Academy is a legal and viable institution which was awarded Full Registration and Full Accreditation by the National Council for Technical and Vocational Education and Training (NACTVET) on 21st May, 2002 and 30th November, 2005 respectively. It was also re-accredited in 2012, 2017 and 2023.

1.7 Training Programmes

MNMA conducts training in twelve (12) degree programmes, thirteen (13) diploma programmes, twelve (12) technician certificate programmes, twelve (12) basic technician certificate programmes and three (03) Master degree programmes.

The three years' degree programmes lead to the following awards for candidates who complete their studies:

i) Bachelor Degree in Economics of Development;
ii) Bachelor Degree of Education in Geography and History;
iii) Bachelor Degree of Education in Geography and Kiswahili Language;
iv) Bachelor Degree of Education in Geography and English Language;
v) Bachelor Degree of Education in History and English Language;
vi) Bachelor Degree of Education in History and Kiswahili Language;
vii) Bachelor Degree of Education in Kiswahili and English Languages;
viii) Bachelor Degree in Gender and Development;
ix) Bachelor Degree in Management of Social Development;
x) Bachelor Degree in Human Resource Management
xi) Bachelor Degree in Leadership and Governance
xii) Bachelor Degree in Procurement and Supply Chain Management

The Academy has the following one-year diploma training programmes:

i) Ordinary Diploma in Economics of Development
ii) Ordinary Diploma in Accountancy
iii) Ordinary Diploma in Business Administration

iv) Ordinary Diploma in Procurement and Supply
v) Ordinary Diploma in Community Development
vi) Ordinary Diploma in Information and Communication Technology
vii) Ordinary Diploma in Records, Archives and Information Management
viii) Ordinary Diploma in Gender Issues in Development
ix) Ordinary Diploma in Human Resource Management
x) Ordinary Diploma in Library and Information Management
xi) Ordinary Diploma in Youth Work
xii) Ordinary Diploma in Leadership and Ethics
xiii) Ordinary Diploma in Management of Social Development

The Academy has the following one-year training programmes leading to the award of:

i) Technician Certificate in Economics of Development
ii) Technician Certificate in Accountancy
iii) Technician Certificate in Business Administration
iv) Technician Certificate in Procurement and Supply
v) Technician Certificate in Community Development
vi) Technician Certificate in Information and Communication Technology
vii) Technician Certificate in Records, Archives and Information Management
viii) Technician Certificate in Gender Issues in Development
ix) Technician Certificate in Human Resource Management
x) Technician Certificate in Library and Information Management
xi) Technician Certificate in Leadership and Ethics
xii) Technician Certificate in Youth Work
xiii) Ordinary Diploma in Management of Social Development

The Academy also offers one-year training programmes leading to the award of:

i) Basic Technician Certificate in Economics of Development
ii) Basic Technician Certificate in Human Resource Management
iii) Basic Technician Certificate in Youth Work
iv) Basic Technician Certificate in Accountancy
v) Basic Technician Certificate in Business Administration
vi) Basic Technician Certificate in Community Development
vii) Basic Technician Certificate Procurement and Supply
viii) Basic Technician Certificate in Records, Archives and Information Management
ix) Basic Technician Certificate in Library and Information Management
x) Basic Technician Certificate in Information and Communication Technology
xi) Basic Technician Certificate in Leadership and Ethics
xii) Basic Technician Certificate in Gender and Development

The Academy also offers two-year training programmes leading to the award of:

i) Master Degree in Human Resource Management
ii) Master Degree in Leadership, Ethics and Governance
iii) Master Degree in Gender and Rural Development

Besides the above-mentioned training programmes, the Academy runs tailor-made courses related to Social Sciences and Leadership and governance.

2. MEMBERS OF THE GOVERNING BOARD

CHAIRPERSON
P.O. Box 9193,
DAR ES SALAAM.

VICE CHAIRPERSON
P.O. Box 9193,
DAR ES SALAAM.

MEMBERS
Representative of the Ministry of Education, Science and Technology,
Mtumba Area – Afya Street,
P.O. Box 10,
40479 DODOMA.

Representative of the Ministry of Finance and Planning,
P.O Box 9111,
11468 DAR ES SALAAM.

Representative of the Office of the Attorney General,
P.O. Box 9050,
DAR ES SALAAM.

Representative of the Workers Council,
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
DAR ES SALAAM.

Representative of the Academic Staff Assembly (MNMASA),
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
DAR ES SALAAM.

Representative of the Students' Organization (MASO),
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
DAR ES SALAAM.

Representative of the Revolutionary Government of Zanzibar,
ZANZIBAR.

SECRETARY
Rector,
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
DAR ES SALAAM.

3. THE OFFICE OF THE RECTOR

3.1 Rector

Prof. Mwakalila, Shadrack S.
BSc (Agricultural Engineering) - SUA-Tanzania
MSc (Agricultural Engineering - SUA-Tanzania
Postgraduate Diploma (Irrigation Eng.) - KUL-Belgium
MSc (Water Resources Engineering) - VUB, Belgium
PhD (Applied Sciences - Hydrology) - KUL-Belgium

3.2 Head of Internal Audit Unit

Ms. Mssika, Mariam A.
NBAA Professional Level II, Intermediate stage
Postgraduate Diploma in Accountancy – IFM

3.3 Head of Procurement Management Unit

Semba, Majanjara Z.
Professional Level IV PSTB
MSc (Procurement and Supply Chain Management) – Mzumbe University

3.4 Head of Communication and Marketing Unit

Ms. Sware, Mwasu A.
Adv. Dip. (Journalism) – TSJ

3.5 Head of Legal Services Unit

Advoc - Ms. Rwehabura, Prucheria L.
L.L.B – UDSM
PGDLP – Law School of Tanzania
LLM – UDSM

3.6 Head of Quality Assurance Department

Dr. Malekela, Asnath A.
BA (Ed) (Geography & History) – UDSM
MA (Geography and Environmental Management) – UDSM
PhD (Climate Change and Sustainable Development) – UDSM

3.7 Head of Information and Communication Technology Unit

Ms. Mahuwi, Frida T.
Dip. (Computer Science) - RMIT
BSc. (Computer Science) - RMIT
MSc. (Information Technology and Management) - Avinashillingham

3.8 Risk Management Coordinator

Mr. Ndunguru, Wilgis A.*
BA (Ed) (Linguistics and History) (Hons) – UDSM
M.A. (Education) – UDSM

3.9 Office Management Secretary

Ms. Lusoko, Veronica J.
Cert. (Secretarial Studies) – TPSC
Dip. (Secretarial Studies) – TPSC
Management Development for Executive Assistance I – TPSC
Management Development for Executive Assistance II – TPSC
BA. (Secretarial Studies and Administration) – TPSC

4. THE OFFICE OF THE DEPUTY RECTOR (ACADEMIC, RESEARCH AND CONSULTANCY)

4.1 Deputy Rector (Academic, Research and Consultancy)

Prof. Kangalawe, Richard Y.M.
Dip. (Crop Production) – Uyole Agricultural Centre – Tanzania
BSc. (Agriculture) – SUA – Tanzania
Postgraduate Diploma (Management of Natural Resources and Sustainable Agriculture) - Agricultural University of Norway
MSc. (Natural Resources Management) - Agricultural University of Norway
PhD. (Physical Geography) – Stockholm University, Sweden

4.2 Directors

4.2.1 Director of Academic Support Services

Dr. Kalinga, Atupakisye S.
Dip. (Ed) - Uyole Lutheran TTC
BA (Geog. & Env. Studies) -UDSM
MSC (NARAM) – UDSM
PhD (NARAM) – UDSM

4.2.2 Director of Research, Consultancy and Publications

Dr. Bulengela, Gideon
BA (Sociology) - UDSM,
MA (Sociology & Anthropology) – UDSM
PhD (Aquatic Science) – UDSM

4.2.3 Director of Library Services

Dr. Mubofu, Christian M.
Dip. (Library, Archives & Documentation Studies) -SLADS, Bagamoyo
BA. (LIS) - Tumaini University
MA (Information Studies) – UDSM
PhD (Library and Information Management) – OUT

4.3 Faculty Deans - Kivukoni Campus

4.3.1 Faculty of Leadership and Management Sciences

Dr. Zella, Adili Y.
Cert. Wildlife Management – PWTI
BD. (Environmental Planning & Management) – IRDP
MSc. (Environmental Studies) - OUT
MSc. (Environmental & Natural Resource Economics) – SUA
PhD. (Environmental Studies) – OUT

4.3.2 Faculty of Education

Dr. Losioki, Bertha
Dip (Ed) - Korogwe TTC
BA (Ed) Hons – UDSM
MA (ASP) – UDSM
PhD – OUT

4.3.3 Faculty of Arts and Social Sciences

Dr. Kitali, Luzabeth J.
Dip. (Ed) - Morogoro TTC
BA (Ed) (Geography and Literature) - UDSM
MA (Geog. and Envt. Mgt) – UDSM
PhD (Geography) – UDSM

4.4 Heads of Academic Departments of Kivukoni Campus

4.4.1 Department of Leadership, Ethics and Governance

Dr. Kavishe, Angela M.
BA. (Sociology) - UDSM
MA. (Sociology) - UDSM
M A (Phil. Gender & Development) - Bergen University
PhD. (Sociology) – University of Kwazulu Natal

4.4.2 Department of Economics

Dr. Kamugisha, Rwechungura A.
Dip. (Accountancy) – CBE
ADA – CBE
MSc (Accounting and Finance) – MU
PhD (Banking and Finance) – MoCU
CPA – NBAA
CPB – TIOB

4.4.3 Department of Gender Studies

Dr. Mwakyambiki, Sarah E.
Dip. (Cooperative Management) – Moshi Cooperative Collage
LLB – Tumaini University
LLM – (Women's Law) - Women Centre, Zimbabwe University
PhD (Rural Development) – SUA

4.4.4 Department of Information and Communication Technology

Dr. Mlelwa, Kenneth L.
Dip. (Computer Science) – RMIT University, Australia
BCSIT – Kampala University, Uganda

MSc. (Computer Science) – UDOM
PhD (ICSE) – NMAIST

4.4.5 Department of Human Resource Management

Dr. Mahundu, Fabian G.
B.A Edu (Hons) – UDSM
M.A (Dev Studies) – UDSM
PhD (Indust. & Econ Sociology) – Rhodes University

4.4.6 Department of Educational Psychology and Curriculum Studies

Ms. Ngowoko, Christer V.
Dip. (Ed) Korogwe TTC
BED. (Psychology) (Hons) – UDSM
MA (Applied Social Psychology) – UDSM

4.4.7 Department of Educational Management and Administration

Ms. Sijaona, Crecensia S.
Dip. (Education (History & English) - Dar es Salaam TTC
BA (Ed) (Linguistic and History) (Hons) – UDSM
MA (Ed) – UDSM

4.4.8 Department of Geography and History

Dr. Halii, Beatrice E.
BA. (Ed) (History & Geography) Hons – UDSM
MA. (History) UDSM
PhD (History) – UDSM

4.4.9 Department of Languages and Literature

Dr. Sovu, Ahmad Y.
BA. (Ed) (Kiswahili & English) –MUM
MA. (Kiswahili) – UDSM
PhD. (Kiswahili) – UDSM

4.4.10 Department of Mathematics and Statistics

Mr. Mwashiuya, Stephano F.
Dip. (Ed) – Kleruu TTC.
BED. (Mathematics) – TEKU
MSc. (Procurement and Supply Chain Management) – MU

4.4.11 Department of Social Studies

Dr. Demzee, Matilda M.
BA. (Sociology) –UDSM
MA. (DS) – UDSM

PGD. (Poverty Analysis) – The Hague
PhD (DS) – UDSM

4.4.12 Department of Examinations

Dr. Lunyelele, Samwel P.
BA. (Geog. & Envt. Studies) (Hons) – UDSM
MA. (Demography) – UDSM
PhD. (Rural Development) – SUA

4.4.13 Department of Admissions

Dr. Lusiru, Sifuni N.
Grade A Certificate – Monduli Teachers College
BA. (Ed) (Geography & Kiswahili) – OUT
MA. (Geography and Environmental Management) – UDSM
PhD. (Geography) – UDSM

4.4.14 Research and Consultancy Department

Dr. Mnyavanu, Adamu M.
Bachelor of Philosophy (ED) – Pontifical Urbaniana University
Master of Public Administration (MPA) - Mzumbe
PhD (Development Sciences) – SUA

4.5 Heads of Units

4.5.1 Head – Centre for Leadership and Ethics Studies (Kibweta cha Mwalimu Nyerere)

Dr. Kavishe, Angela M.
BA. (Sociology) - UDSM
MA. (Sociology) - UDSM
M A (Phil. Gender & Development) - Bergen University
PhD. (Sociology) – University of Kwazulu Natal

4.5.2 Coordinator of Continuing Education and Teaching Practice

Dr. Sanga, Ben J.
BA.Ed (History & PS) – UDOM
MED (Administration, Planning & Policy Studies) – OUT
PhD (Education) – OUT

4.5.3 Coordinator of Field Attachment Training

Dr. Rugaimukamu, Kelvin M.
B.A (Econ & Statistics) - UDSM
M.A (Economics) – UDSM
PhD (Economics) – University of Cape Town

4.6 Faculty Coordinators

4.6.1 Faculty Coordinator of Practical Training (Faculty of Leadership and Management Sciences)

Mr. Aleck, Peter A.
BSc. (HRM) - Mzumbe University
Cert. (Participatory Methods) - WUSTL
MA. (HRM) – OUT

4.6.2 Faculty Coordinator of Teaching Practice (Faculty of Education)

Vacant

4.6.3 Faculty Coordinator of Practical Training (Faculty of Arts and Social Sciences)

Dr. Nkwera, Jennifer C.
Dip (Ed) – Marangu TTC,
BA (Ed) – UDSM
BA (Hons) – University of Pretoria
MA (History) – University of Pretoria
PhD (Higher Education Studies and History) – University of the Free State

4.6.4 Examination Officer, Faculty of Leadership and Management Sciences

Mr. Samwel, Wilson M.
Dip. (BA Management) – IAA
BA. (PLM) – IAA
MBA – Coventry

4.6.5 Examination Officer, Faculty of Education

Mr. Chuwa, Emily I.
Dip (Ed) - Kasulu TTC
BA (Ed) (Geography & Political Science) – UDOM
MA (Ed) – UDSM

4.6.6 Examination Officer, Faculty of Arts and Social Sciences

Mr. Sembuli, Daniel H.
BA (History and Kiswahili) – UDOM
MA (History) SAUT

4.6.7 Admission Officer, Faculty of Leadership and Management Sciences

Mr. Bajwahuka, Amos Sospeter
Dip. Laboratory Technology-Klerruu
BA. (PPM & CD) – UDOM.

4.6.8 Admission Officer, Faculty of Education

Ms. Mhenga, Migy H.
BED. (Kiswahili) – UDSM
MA. (Applied Social Psychology) – UDSM

4.6.9 Admission Officer, Faculty of Arts and Social Sciences

Mr. Ntanturo, Evance M.
BA (Geography and History Hons) UDSM,
MA (Geography and Envt. Mgt) – UDSM

5. THE OFFICE OF THE DEPUTY RECTOR (PLANNING, FINANCE AND ADMINISTRATION)

5.1 Deputy Rector (Planning, Finance and Administration)

Dr. Haulle, Evaristo
BA (Geography and Environmental Studies) (Hons.) - UDSM
Bachelor of Laws (LLB) - OUT
MA (Geography and Environmental Management) - UDSM
PhD (Geography) – UDSM

5.2 Planning and Finance Directorate

5.2.1 Director of Planning and Finance

Mr. Philemon, Alexander M.
ADA – IFM
PGDFM – IFM
MSc. Accounting and Finance – IFM
CPA (T) – NBAA

5.2.2 Head of Planning Department

Mr. Mmari, Aletaulwa N.
BA. (Education) – UDSM
MA. (Development Studies) – ISS – Netherlands

5.2.3 Head of Finance Department

Mr. Majula Anna A.
Adv. Diploma (Accounting) – TIA
MSc. (Accounting and Finance) – Mzumbe

5.3 Human Resource Management and Administration Directorate

5.3.1 Director of Human Resource and Administration Directorate

Ms. Ngowo, Monica E.
BA (Sociology) – UDSM
PHR – TPSC.
PGD (Law, Mediation & Arbitration) – ISW
MSc. Human Resource Management – MU

5.3.2 Head of Human Resource Department

Mr. Mnken Emmanuel P.
Dip (Records Management) – TPSC
BA (HRM) – Mzumbe

5.3.3 Head of Administration Department

Ms. Kasanga Philomena A.
BA (Sociology) – UDSM

5.4 Director of Students Services

Ms. Mkumbo, Ukende J.
Dip. (Ed) – Marangu TTC
B.A. (Ed) (Hons.) – UDSM
MPA – MU

5.5 Head of Estates Unit

Vacant

5.6 Head of Dispensary Unit

Dr. Kabuka, Owden
Dip. (Clinical Medicine) - Mtwara
Bachelor of Doctor of Medicine - UDOM
Bachelor of Counselling – Tumaini University - Iringa

6. THE OFFICE OF THE CAMPUS DIRECTOR – KARUME CAMPUS ZANZIBAR

6.1 Campus Director

Dr. Mbwete, Rose I.
Dip. (Clinical Medicine) – MATC-Tanga
BA. (Sociology) – UDSM
MA. (Sociology) – UDSM
PGD (Poverty Analysis) - The Hague
PhD (Sociology) – OUT

6.2 Head of Quality Assurance Unit

Mr. Kiswaga, Godlove E
BAED (Linguistics and Literature) – UDSM
MA (English Language) Yogyakarta – Indonesia

6.3 Head of Procurement Management Unit

Mr. Magambo, Mbiji N.
BA. (BCOM – Procurement & Logistic Management) – UDOM
MA. (Procurement & Supply Chain Management) – MU

6.4 Head of Legal Service Unit

Adv. Anchila, Mulokozi A.
LLB – UDSM
PGDLP – Law School of Tanzania

6.5 Head of Communication and Marketing Unit

Vacant

6.6 Head of Internal Audit Unit

Mr. Haule, Francis M.
BAF – MU
Certified Public Accountant – CPA (T)

6.7 Office Management Secretary

Vacant

7. THE OFFICE OF THE ASSISTANT CAMPUS DIRECTOR (ACADEMIC, RESEARCH AND CONSULTANCY) – KARUME CAMPUS ZANZIBAR

7.1 Assistant Campus Director (Academic Research and Consultancy)

Mr. Samandito, John M.*
BA. (Ed) (Kiswahili & Literature in English) (Hons) – OUT
MA (Kiswahili Literature) – UDOM

7.2 Faculty Deans – Karume Campus

7.2.1 Faculty of Leadership and Management Sciences

Mr Mtey, Marseline M.
Bachelor of Engineering in Computer Science and Engineering
MSc (Computer Science)

7.2.2 Faculty of Arts and Social Sciences

Mr. Mligo, Isdory S.
Dip (Ed) - Morogoro T.T.C.
BA. Ed (History & Geography) - UDSM
MA (Geography and Environmental Management) – UDSM
PhD (Climate Change and Sustainable Development) – UDSM

7.3 Heads of Academic Departments

7.3.1 Department of Education

Mr. Kyando, Akim Y.
BA. (Ed) – UDSM
MA. (Geo &Environmental Management) – UDSM

7.3.2 Department of Leadership, Ethics and Governance

Mr. Katimle, Jumanne K.
BA. Ed (Economics & Geography) – UDSM
MA (Economics) – UDSM

7.3.3 Department of Gender Studies

Chonya, Violeth A.
Diploma in Journalism- Institute of Business and Media Studies-Uganda
BA - Social Work-Institute of Social Work-ISW
MA - Social Work-Institute of Social Work-ISW

7.3.4 Department of Economics

Mr. Njau, Allen F.*
B.A.Ed. (Economics and Geography) (Hons) – UDSM
MA (Economics) – UDSM

7.3.5 Department of Human Resource Management

Mr. Magori, Onyango V.
BA PS & PA (Hons) – UDSM
MA Ethics, Governance & Public Service – UDSM

7.3.6 Department of Information and Communication Technology

Ms. Kishegena, Ngollo T.
Bachelor of Computer Science – (IAA)
Masters in Information Security – (IAA)

7.3.7 Department of Geography and History

Mr. Chaula, Peter J.
BAEd (History and Kiswahili) (Hons) - UDSM
MA (History) – UDSM

7.3.8 Department of Languages and Literature

Mr. Makosa, Baraka A.**
Cert (Ed) – Nachingwea TTC
BA (Ed) (Linguistics & Kiswahili) – MUM
MA (Kiswahili) - UDSM

7.3.9 Department of Social Studies, Library and Publications

Ms. Mahena, Lilian A.
BA (Mass Communication) – TUDARCO
MA (Mass Communication) – UDSM

7.3.10 Department of Research and Consultancy

Mr. Osward Emmanuel N.
BCOM. (HRM) - UDOM
MBA (General) – UDOM

7.3.11 Admissions Department

Mr. Kailangana, Maximillian S.
Dip. (International Relations and Diplomacy) – CFR
Dip (ED) – MNMA
BD. (EoD) – MNMA
MSc. (Economics and Finance) – University of Bradford, UK

7.3.12 Examinations Department

Mr. Katunzi, Amon K.*
BD (Gender & Dev.) – MNMA
MA (Gender) – UDSM

8. THE OFFICE OF THE ASSISTANT CAMPUS DIRECTOR (PLANNING, FINANCE AND ADMINISTRATION) – KARUME CAMPUS, ZANZIBAR

8.1 Assistant Campus Director - Planning, Finance and Administration (PFA)

Dr. Kihupi, Mary L.
Dip. (Agriculture Irrigation) – MALTI Nyegezi
Dip. (Ed) – Morogoro T.C
BSc (Environmental Science and Management) - SUA
MA (Geography and Environmental Management) - UDSM
PhD (Rural Development) – SUA

8.2 Heads of Departments and Units

8.2.1 Head of Department of Human Resource and Administration

Mr. Nyamkenga, James M.
BA (Human Resource Planning and Management) - IRDP
MA HRM – OUT

8.2.2 Head of Students' Welfare Unit (Dean of Students)

Mr. Mayala, Charles J.
DIP (ED) Mkwawa TC
BED – UDSM
MED (APPS) – OUT

8.2.3 Head of Planning Unit

Mr. Chachalika, Kassim A.
B.COM (Accounting) – OUT
MBA (Finance) – OUT

8.2.4 Head of Department of Information and Communication Technology (Technical)

Vacant

8.2.5 Head of Finance Unit

Mr. Gama, Erick S.
Adv. Dip (Accountancy) – IFM
MSc: (Finance and Investment) – IFM
CPA – Tanzania

9. THE OFFICE OF THE CAMPUS DIRECTOR – PEMBA CAMPUS

9.1 Campus Director

Dr. Haonga, Ernest D.
BA (Kiswahili) – UDOM
MA (Kiswahili) – UDSM
PhD (Kiswahili) – UDSM

9.2 Head of Quality Assurance Unit

Mr. Charles, Adam M.
BA (Public Administration) KIU
PGD (Higher Education and Teaching) KIU
MA. (Public Administration and Management) KIU

9.3 Head of Procurement Management Unit

Vacant

9.4 Head of Information and Communication Technology (Technical) Unit

Vacant

9.5 Office Management Secretary

Vacant

10. THE OFFICE OF THE ASSISTANT CAMPUS DIRECTOR (ACADEMIC, RESEARCH AND CONSULTANCY) PEMBA CAMPUS

10.1 Assistant Campus Director (Academics, Research and Consultancy)

Dr. Msambichaka, Sixbert J.
BA (Geography & PS) – UDSM
MA (Geography & Environmental Management) – UDSM
PhD (Climate Change and Sustainable Development) – UDSM

10.2 Heads of Academic Departments

10.2.1 Department of Leadership and Management Sciences

Mr Kwesigabo, Erick M.
BBA - PLM – MU; CPSP (T)
MSc. PSCM – MU

10.2.2 Department of Arts and Social Sciences

Mr. Mpinji, Mohamed I.
BA (Public Administration in Local Government)-MU
MSc (Records and Archives Management) - Moi University

10.3 Heads of Academic Units

10.3.1 Admissions Unit

Mr. Domition, Jasson L.*
BSc. (Computer Science) – IFM
PGDE-UDSM

10.3.2 Examinations Unit

Mr. Mayola, Mahamudu H.
BA (Community Dev. & Project Planning and Mngt) – CDTI Tengeru

11. OFFICE OF THE ASSISTANT CAMPUS DIRECTOR (PLANNING, FINANCE AND ADMINISTRATION) – PEMBA CAMPUS

11.1 Assistant Campus Director - Planning, Finance and Administration (PFA)

Vacant

11.2 Heads of Departments and Units

11.2.1 Head of Department of Human Resource and Administration

Mr. Tumbo, Francis N.
Cert. (Business Management) – IDM
Adv. Dip. (Public Administration) – IDM
MSc (Human Resource Management) – Mzumbe

11.2.2 Head of Students' Welfare Unit (Dean of Students)

Mr. Mohamed, Suleiman A.
BA (History and English Language) – SUZA
MSc (Human Resource Management) – MU

11.2.3 Head of Finance Unit

Mr. Bakar, Ridhiwan A.
Cert in Accounting – IAA
Dip. In Accountancy – IAA
BAF – PS – MU
NBAA (Intermediate Level)

11.2.4 Head of Planning Unit

Vacant

12. ACADEMIC MEMBERS OF STAFF – KIVUKONI CAMPUS

12.1 Faculty of Leadership and Management Sciences

12.1.1 Department of Leadership, Ethics and Governance

Lecturer and Head of Department
Dr. Kavishe, Angela M.
BA. (Sociology) - UDSM
MA. (Sociology) - UDSM
M A (Phil. Gender & Development) - Bergen University
PhD. (Sociology) – University of Kwazulu Natal

Lecturers
Dr. Daninga, Philip D.
Dip (Ed) –DSM TC.
BSc (Agr. Ed - SUA
MSc (Agri. Econ)-SUA
PhD (Agricultural Economics) – BEIJING

Dr. Maliganya, Willy
BA (Ed) (Hons) – UDSM
MA (Rural Dev) –SUA
PhD (Rural Dev) - SUA

Dr. Lunyelele, Samwel P.
BA (Geog. & Envt. Studies) (Hons) - UDSM
M.A (Demography) – UDSM
PhD (Rural Development) – SUA

Dr. Kusiluka, Moses***
BSc (Agric. General) -SUA
MBA (Agribusiness) - SUA
PhD – OUT

Dr. Kavishe, Angela M.
BA. (Sociology) - UDSM
MA. (Sociology) - UDSM
M A (Phil. Gender & Development) - Bergen University
PhD. (Sociology) – University of Kwazulu Natal
Dr. Mnyavanu, Adamu M.
Bachelor of Philosophy (ED) – Pontifical Urbaniana University
Master of Public Administration (MPA) - Mzumbe
PhD (Development Sciences) – SUA

Dr. Sanga, Ben J.
BA.Ed (History & PS) – UDOM

MED (Administration, Planning & Policy Studies) – OUT
PhD (Education) – OUT

Assistant Lecturers
Mr. Oswald, Martin F. **
BA (PS & PA) - UDSM
MA (DS) -ISS, the Netherland

Ms. Mosha, Ambilisia P.
B.A (Ed) (Hons) -UDSM
M.A (PA) –UDSM

Mr. Sanchawa, Denis H. **
CERT (Leadership, Ethics and Governance Studies) -MNMA
BA (Public Administration in Local Government Management) - (MU)
MA (Public Administration) – MU

Mr. Kapilima, Vivian C.**
Dip (Social Studies) - MNMA
BD. (PMSD) – MNMA
MA (Research & Public Policy) – UDSM

Mr. Mkandara, Evarist M.**
BA. Ed (Political Science and Public Administration) - UDSM,
MA (Public Administration) - MU,

Ms Ngowi, Beatrice C.
BA (Education English and Guidance and Counselling) - MMU
MA (Public Administration) - MU.

Ms Makalabundi, Tabia Y.
ADP (Community, Gender and Development) – TDTI Tengeru
MSc. (Development Policy) – MU

Mr. Mwashambwa, Misheck G.
Bachelor of Public Administration -KIU
Master of Public Administration-MU

Tutorial Assistant
Mr. Mtewele, Actor L.
Dip (Ed) - Klerruu
BBA. (Accounting with Education) - University of Arusha

12.1.2 Department of Economics

Lecturer and Head of Department
Dr. Kamugisha, Rwechungura A.
Dip (Accountancy) – CBE
ADA – CBE
MSc (Accounting and Finance) – MU
PhD (Banking and Finance) – MoCU
CPA - NBAA
CPB – TIOB

Senior Lecturers
Dr. Mutayoba, Venance R.
BSc. (Agronomy) - SUA
MSc (Agric. Econ) - SUA
PhD (Business Management) - OUT

Dr. Zella, Adili Y.
Cert. (Wildlife Management) - PWTI
BD. (Environmental Planning & Management) – IRDP
MSc. (Environmental Studies) – OUT
MSc. (Environmental & Natural Resources Economics) – SUA
PhD. (Environmental Studies) - OUT

Lecturers
Dr. Kamugisha, Rwechungura A.
Dip (Accountancy) – CBE
ADA – CBE
MSc (Accounting and Finance) – MU
PhD (Banking and Finance) – MoCU
CPA - NBAA
CPB – TIOB

Dr. Rugaimukamu, Kelvin M.
B.A (Econ & Statistics) - UDSM
M.A (Economics) – UDSM
PhD (Economics) – University of Cape Town

Mr. Mlowosa, Tiberius**
ADCA (IDM-Mzumbe),
MBA (Finance and Banking) - MU

Assistant Lecturers
Mr. Katozi, Ramadhan *
CRP. - IRDP
ADREP - IRDP
PGD. (Regional Planning) - IRDP

PGD. (Project Management) - TIPM
MSc (Economics) – MU

Mr. Rugazia, Nyombi*
B.A (Econ & Geo) (UDSM),
M.A Economics (UDSM).

Ms. Neserian, Barakaeli **
B.A (Land Use and Environmental Studies) – UDMS
MBA (Marketing) – UDSM

Ms. Kisamvu, Sikudhani
B.A (Commerce) - (UDSM)
MA. (International Trade) - (UDSM)

Mr. Samwel, Wilson M.
Dip. (BA Management) – IAA
BA-(PLM) - IAA
MBA - Coventry

Ms. Sollo, Frolentina S.
Bed (History) - UDSM
MA (Business Administration) - UDSM

Ms. Sylivester, Susana
BA (Economics) - UDSM
MA (Economics) - UDSM

Ms. Kamwela, Aneth J.
BA (Economics) – UDSM
MA (Economics) – UDSM

Mr. Justine, Elias C.
BA (Procumbent and Logistic Management) – TIA
MSC (Procurement and Supply Chain Management) – MU
CPSP – PSPTB

Ms. Kangozi, Sophia M.
Dip. (Cooperative Management and Accounting) – SUA
BA (Accounting and Finance) – SUA
M.A (Cooperative and Community Development) – SUA
CPA (T) - NBAA

Mr. Mikwalo, Mgisha A.
BPLM (Bachelor Degree in Procurement and Logistics Management) – NIT
MBA (Procurement and Supply Management) – IAA

Magoti, Adam M.
Full Technician Certificate (Architecture) – Mbeya Technical College
Foundation Certificate – PSPTP
BD (Procurement and Supply Management – CBE
Masters in Supply Chain Management – CBE
Masters in Development Economics – IRDP
Ms. Ramadhani, Rehema M.
BSc. Economics - MU
MSc. Economics - OUT

Tutorial Assistants
Ms. Mwang'ombe Happy J.**
BBA (Accountancy with Education) - UoA

Ms. Donati, Debora M.
Dip. (Ed) - Klerruu TTC
BECA – MU
MSc – Climate Change and Sustainable Development - UDSM

Mr. Shirima, Joseph J.
BBA (Ed) - Tumaini University
Ms. Mweya, Agnes R.
Dip (Ed) -Monduli TTC
BBA. (General) (Hons) – UDSM

Mr. Mlawa, Clement J.*
OD (Economics) - MNMA
BD (Economics) – MNMA

Ms. Mbele, Mariana P.
BSc (Economic Policy and Planning) – MU

Ms. Mohamed, Tausi A.
BAF (Public Sector) – MU
CPA (T)

Mr. Bajwahuka, Amos S.
BD (PPM & CD) - UDOM

12.1.3 Department of Gender Studies
Lecturer and Head of Department
Dr Mwakyambiki, Sarah E.
Dip. (Coop. Management) – Moshi Cooperative College
LLB Tumaini University
LLM (Women's Law) - Women's Law Centre Zimbabwe University
PhD (Rural Development) – SUA
Lecturers

Dr. Mwesiga, Patricia L.
Dip. (Ed) - Monduli TTC
BSc (Home Economics) - SUA
PGD (Poverty Analysis) - Hague
MSc (Comm. Eco Dev) - Southern New Hampshire University
PhD (Development Studies) – SUA

Dr Mwakyambiki, Sarah E.
Dip. (Cooperative Management) – Moshi Cooperative College
LLB Tumaini University
LLM (Women's Law) – Women's Law Centre- Zimbabwe University
PhD (Rural Development) – SUA

Dr. Mtoi, Edna
Dip (Ed) – Monduli TTC
BSc (Economic and Human Nutrition) –SUA
MA. (DS) – UDSM
PhD (Rural Development) – SUA

Dr. Nyange, Tatu M.
Cert (Agric & Livestock Prod.) – Tengeru
Dip. (Ed) – Monduli TTC
BSc. (Agric. Ed & Ext) - SUA
MA. (Rural Dev) - SUA
PGD (Poverty Analysis) – The Hague
PhD (Rural Development) – SUA

Dr. Lulamye, Steward N.
Dip (Ed) - Tabora TTC.
Intern. Dip (Educational, Planning & Administration) – NUEPA, New Delhi.
BA. Hons. (Geo & Env. Studies) – UDSM.
MA. (DS – Population, Poverty & Social Dev) - ISS, The Hague.
PhD. (DS) – UDSM.

Dr. Maunde, Regina M
Dip. (Ed) - Morogoro TTC
BSC (Agricultural Education and Extension) - SUA
MA (Rural Development) - SUA
International MSc (Rural Development) – Ghent University
PhD (Agricultural and Rural Innovation) – SUA

Dr. Mbande, Victor
BA (Culture and Heritage) - UDSM,
MA (Sociology) – UDSM
PhD (Geography) - Stockholm

Mr. Kalumanga, Venance E.
BSc with Ed. (Chemistry & Biology) (Hon) - SJUT
MACD (Hon) – SJUT

Assistant Lecturers
Ms. Gibe, Advera M. **
Induction course (Ed) – Morogoro T.C.
Dip (Gender and Development) - Kivukoni Academy
BD (Gender and Development) - MNMA
MA (Rural Development) - SUA

Ms. Pallangyo, Grace J. **
BA (Ed) – UDSM – (Hons)
MA (DS) – UDSM

Mr. Isdory, Sunday M.*
Cert. Ed- Kabanga TTC
BA Ed (History & Kiswahili) - SAUT
MA (Sociology) – UDOM

Ms. Ngwira, Magdalena
BA (Social Work) – ISW
MA (Social Work) – ISW

Ms. Hasunga, Flora N.*
BA (Sociology) - UDSM
MA (DS) - UDSM

Ms. Mtenga, Glory V.*
Dip. (Ed) - DSM
BA Ed (History and Kiswahili) - OUT
MA (DS) – UDSM

Mr. Mbunda, Kastory M.
BA (Community Development) – TICD
MA (Community Development) – TICD

Mr. Kigodi, Henry M.*
BA (History & DS) - UDSM
MPhil (Gender & Dev) - Bergen University

Ms. Taluka, Sarah A.
BD (Gender and Development) – MNMA
MA (Gender Development) - UDSM

Tutorial Assistant
Ms. Haule, Burdensia I. **
BD (Rural Development) - SUA

Sophia Said Seleman
Bachelor of Arts in Gender and Development - UDSM

12.1.4 Department of Human Resource Management

Senior Lecturer and Head of Department
Dr. Mahundu, Fabian G.
BA Ed. (Hons) – UDSM
MA (Dev Studies) – UDSM
PhD (Indust. & Econ Sociology) – Rhodes University

Senior Lecturers
Dr. Mahundu, Fabian G.
BA Ed. (Hons) – UDSM
MA (Dev Studies) – UDSM
PhD (Indust. & Econ Sociology) – Rhodes University

Lecturers
Dr. Bulengela, Gideon
BA (Sociology) - UDSM,
MA (Sociology & Anthropology) – UDSM
PhD (Aquatic Science) - UDSM

Assistant Lecturers
Mr. Tumaini, Sigfrid H.
ADBM - IAA,
MSc (HRM) – MU

Mr. Kauzeni, Steven **
Dip. (Ed) - Marangu TTC
BA. Ed - UDSM,
MSc (HRM) – MU

Mr. Mnyako, Karisti A.
B.A (Political Science & Sociology) – UDSM
MSc (HRM) – MU

Ms. Mayalla, Crecensia N.
BA (HRM)-ISW
MSc (HRM) - MU

Ms. Prosper, Protasia T.**
BA Ed (History & Kiswahili)-UDSM
MSc (HRM)-MU

Mr. Aleck, Peter A.
BSc. (HRM) - Mzumbe University
Cert. (Participatory Methods) - WUSTL
MA. (HRM) – OUT

Ms. Abdallah, Husna S.
BSc (HRM) – MU
MSc. (HRM) - MU

12.1.5 Department of Information and Communication Technology

Senior Lecturer and Head of Department

Dr. Mlelwa, Kenneth L.
Lecturer and Head of ICT
Dip. (Computer Science) - RMIT University, Australia
BCSIT - Kampala University, Uganda
MSc. (Computer Science) – UDOM
PhD (ICSE) – NMAIST

Senior Lecturers

Dr. Mlelwa, Kenneth L.
Lecturer and Head of ICT
Dip. (Computer Science) - RMIT University, Australia
BCSIT - Kampala University, Uganda
MSc. (Computer Science) – UDOM
PhD (ICSE) – NMAIST

Assistant Lecturers

Mr. Kavishe, Peter M. *
BSc (ICTM) - MU
MSc (IS) - KIST, Rwanda

Mr. Newa, Mloyi.
BSc. Edu (Physics and Mathematics) Hons - UDSM
PGD (Scientific Computing) - UDSM
MBA - OUT

Mr. Maungo, Julius.
BSC (Computer Science) –SJUIT, Tanzania
MBA (IT Management) – Coventry University, UK

Ms. Francis, Calista M. *
BTEC Adv. (IT) - Wigan & Leigh College - London
BSc. (Land Survey) – UCLAS
MA. (Geo-informatics) - University of Twente, the Netherlands

Tutorial Assistant
Mr. Gindu, Deodatus E.B. *
BE (Computer Science and Engineering) – SJUIT
Senior Tutor/Instructor II
Mr. Mwakalonge, Eliah C. *
Dip. (A+, N+, CCNA, MCSE, ITIL) – ITEC India
Dip. (Data Reduction in Astrophysics)– Cape Town University
BSc. (Information Communication Technology) - OUT
MBA (in ICT) - Coventry, UK

12.2 Faculty of Education

12.2.1 Department of Educational Foundations and Management

Assistant Lecturer and Head of Department
Ms. Sijaona, Crecensia S.
Dip. Education (History & English) Dar es Salaam T.C
BA (Ed) (Linguistic and History) (Hons) – UDSM
MA (Ed) – UDSM

Assistant Lecturers
Mr. Obed, Kipelo N. **
BA (Ed) (Geography & History) – UDSM
MA (Leadership & Management) - Aga Khan University

Mr. Mkangara, Mohamed A. *
Cert. (Ed) – Usangi TTC
Dip. (Ed) – Korogwe TTC
BA (Ed) (Geography & Kiswahili) (Hons) – UDSM
MEMA – UDSM

Ms. Sijaona, Crecensia S.
Dip. Education (History & English) Dar es Salaam TTC
BA (Ed) (Linguistic and History) (Hons) – UDSM
MA (Ed) – UDSM

Mr. Kapelela, Cylestine **
BA (Ed) (Kiswahili & History) - OUT
MA (MEM) - UDSM

Mr. Mwananyama, Patrick **
Dip. (Ed) – Tukuyu TTC
BA (Ed) (History & PS) – UDSM
MA (Ed) – UDSM

Mr. Ndunguru, Wilgis A.*
BA (Ed) (Linguistics and History) (Hons) – UDSM
M.A. (Education) – UDSM

Ms. Digha, Maria D.
BA (Ed) (Geography & History) (Hons) - UDSM
MEMA - UDSM

Ms. John, Violeth M.
BA (Ed) (PS & Geography) – UDSM
MA (Ed) – UDSM

Ms Mavella, Nakaniwa A.
BED (Arts) (Hons) – UDSM
MA (MEMA) – UDSM

Mr. Adamu, Benard H.
Dip (Ed) - Korogwe TTC
BA (Ed) (Geography & Computer) -Tumaini University
MA (Ed) - Tumaini University

Ms. Mlimahadala, Nakijwa P.
Teachers' Grade A Certificate – Ilonga Teachers' College
BA (ED) (Kiswahili and History) (Hons) – OUT
MA (MEMP) - SAUT

12.2.2 Department of Educational Psychology and Curriculum Studies

Assistant Lecturer and Head of Department
Ms. Ngowoko, Christer V.
Dip (Ed) Korogwe TTC
BED (Psychology) (Hons) – UDSM
MA (Applied Social Psychology) – UDSM

Senior Lecturer
Dr. Losioki, Bertha (PhD)
Dip. (Ed) - Korogwe TTC
BA (Ed) Hons. – UDSM
MA (ASP) – UDSM
PhD (OUT)

Assistant Lecturers
Ms Ngowoko, Christer V.
Dip (Ed) Korogwe TTC
BED (Psychology) (Hons) – UDSM
MA (Applied Social Psychology) – UDSM

Mr. Kavindi, Justine S. **
BED (Psychology) – UDOM
MA (Ed) – UDOM

Ms. Mboshaa, Marietha*
Dip. (Ed) - Mpwapwa TTC
BA (Ed) (Geography & English) – DUCE
M.A (Ed) –UDSM

Ms. Masasi, Felister N.*
Cert (Ed) - Muhonda
Dip (Ed) - DSM TC
BBA (Ed) - OUT
M.A (Ed) – UDSM

Ms. Mhenga, Migy H.
BED (Arts) - UDSM
MA (Applied Social Psychology MAASP) – UDSM

Ms. Mremi, Valentina,
BA (BED – ARTS) – DUCE
MA (Education) – UDOM

Mr. Bukuku, Leonard E.
Dip. (Ed) – Mkwawa TTC
BED (Physical Education, Sports and Culture PESC) – UDSM
MA (Ed) – Abo Academy, University of Finland
Mr. Chuwa, Emily I.*
Dip (Ed) - Kasulu TTC
BA (Ed) (Geography & Political Science) – UDOM
MA (Ed) – UDSM

Ms. Mndeme, Upendo J.
Bachelor of Counselling and Psychology – Tumaini University
Postgraduate Diploma in Education (DUCE)
MA (Ed History and Psychology) DUCE

Ms. Fungo, Amenipa S.
BED (Psychology) - UDSM
MA (Business Administration in HR Management) – Tumaini University
MA (Applied Social Psychology) – UDSM

12.3 Faculty of Arts and Social Sciences

12.3.1 Department of Languages and Literature

Lecturer and Head of Department
Dr. Sovu, Ahmad Y.
BA (Ed) (Kiswahili & English) – MUM
MA (Kiswahili) – UDSM
PhD (Kiswahili) – UDSM

Senior Lecturers
Dr. Chipanda, Simon S.
BA(Ed) (Linguistics & History) –MUCE
MA (Linguistics) – SAUT
PhD in Linguistics (Morphology and Syntax) – OUT

Dr. Adolph, Editha
BA (Ed) (Kiswahili & Linguistics) – SAUT
MA (Kiswahili) – UDSM
PhD (Kiswahili) – UDSM

Lecturers
Dr. Sovu, Ahmad Y.
BA (Ed) (Kiswahili & English) –MUM
MA (Kiswahili) – UDSM
PhD (Kiswahili) – UDSM

Dr. Masanja, Njana T.
Cert. in Grade III A – Bunda TC
Cert. in Nursery School – Tabora TC
Dip. in Education (Kiswahili and English) – Butimba TC
BED (Kiswahili and English) – University of Arusha
MA (Kiswahili Linguistics) – UDOM
PhD (Kiswahili Linguistics) - OUT

Dr. Juma, Sauda U.
Dip. (Language Studies) – Institute of Kiswahili and Foreign Languages – Zanzibar
BA (Education) – SUZA
MA (Kiswahili) UDSM
PhD (Kiswahili) UDSM

Dr. Mleke, Bertha
BD (Kiswahili) – UDSM
MA (Kiswahili) – UDSM
PhD (Comparative Education) – CNU, China

Assistant Lecturers
Ms. Kavishe, Agricola R.
Grade A Teacher Certificate – Singachini TTC
BA (Ed) (Kiswahili & English) – Tumaini University
MA (Kiswahili) – UDSM

Ms. Mbunda, Irene E.
BA (Ed) (Kiswahili & Linguistics) – UDSM
MA (Kiswahili) – UDSM

Mr. Majura, Lugembe N. *
BA (Ed) (Kiswahili & History) (Hons) - UDSM
MA (Kiswahili) –UDSM
Ms. Malindi, Bakita F. *
BA (Ed) (Kiswahili & Linguistics) – UDSM: MUCE
MA (Kiswahili) – UDSM

Mr. Elias, Sylvester R.
Dip. in Education (Kiswahili & English) – KasuluTTC
BA (Ed) (English & Kiswahili) – SAUT
MA (Linguistics) – SAUT

Ms Mponzi, Wende L.
BA (Language Studies) (Hons) – UDSM
MA (Linguistics) – UDSM

Mr. Rick Ngowi
Grade A Cert.(Ed)-Korogwe TC
Bed (Arts)-SAUT
M.A Kiswahili (UDSM)

Ms. Mary Gores
B.A (Ed)-SAUT MWANZA
M.A Kiswahili

Ms. Yosefa Mahay
Dip in Edu-Mpwapwa
B.Edu Lg-TEKU
M.A (Ed)-DUCE

Tutorial Assistants
Mr. Kanyefa, Deogratias*
Cert. (Ed) – Tarime TC
BED. (Kiswahili & English) – Tumaini University Makumira

Ms. Kitalima, Tamasha *

BA.Ed (Linguistics and Literature) – UDSM
Ms. Makulilo, Esther B.
BA. Ed (History and Kiswahili) - SAUT

12.3.2 Department of Geography and History

Lecturer and Head of Department
Dr. Halii, Beatrice E.
BA (Ed) (History & Geography) Hons – UDSM
MA (History) - UDSM
PhD (History) – UDSM

Professors
Prof. Mwakalila, Shadrack S.
BSc. (Agricultural Engineering) -SUA-Tanzania
MSc. (Agricultural Engineering) - SUA-Tanzania
Post-Graduate Diploma (Irrigation Eng.). - KUL-Belgium
MSc. (Water Resources Engineering) - VUB, Belgium
PhD (Applied Sciences - Hydrology) - KUL-Belgium

Prof. Kangalawe, Richard Y.M.
Dip. (Crop Production) – Uyole Agricultural Centre – Tanzania
BSc (Agriculture) – SUA – Tanzania
Postgraduate Diploma (Management of Natural Resources and Sustainable Agriculture) - Agricultural University of Norway
MSc (Natural Resources Management) - Agricultural University of Norway
PhD (Physical Geography) – Stockholm University, Sweden

Senior Lecturers
Dr. Haulle, Evaristo
BA (Hons.) (Geography and Environmental Studies) - UDSM
Bachelor of Law (LLB) - OUT
MA (Geography and Environmental Management) - UDSM
PhD (Geography) - UDSM

Dr. Kitali, Luzabeth J.
Dip. (Ed) - Morogoro TTC
BA (Ed) (Geography and Literature) - UDSM
MA (Geog. and Envt. Mgt.) – UDSM
PhD (Geography) – UDSM

Dr. Malekela, Asnath A.
BA (Ed) (Geography & History) – UDSM
MA (Geography and Environmental Management) – UDSM
PhD (Climate Change and Sustainable Development) – UDSM

Dr. Lusiru, Sifuni N.
Grade A Certificate – Monduli Teachers College
BA (Ed) (Geography & Kiswahili) (Hons) – OUT
MA (Geography and Environmental Management) – UDSM
PhD (Geography) – UDSM

Dr. Kalinga, Atupakisye S.
Dip. (Ed) - Uyole Lutheran TTC
BA (Geog. & Env. Studies) - UDSM
MSc (NARAM) – UDSM
PhD (NARAM) – UDSM

Lecturers
Dr. Halii, Beatrice E.
BA (Ed) (History & Geography) Hons – UDSM
MA (History) UDSM
PhD (History) – UDSM

Dr. Nkwera, Jennifer C.
Dip (Ed) - Marangu TTC,
BA (Ed) – UDSM
BA (History) Hons – University of Pretoria
MA (History) - University of Pretoria
PhD (Higher Education Studies and history – University of the Free State

Assistant Lecturers
Ms. Ilomo, Frida M. *
BA (Geography and Environmental Studies) - UDSM
MSc (Natural Resource Assessment and Management) - UDSM

Mr. Lopa, Didas D. **
Dip. (Ed) (Geography & History) - Morogoro TTC
BA (Ed) (Geography & History) (Hons) - (UDSM)
MA. (Geography and Environmental Management) - UDSM
Ms. Minja, Emma**
BA (Ed) (History and Geography) – UDSM
ME (Educational Management and Administration) - UDSM
MA (History) – UDSM

Mr. Yisambi, Gideon M.
BA (Ed) (Geography & Kiswahili) – UDSM
MA (Geography and Environmental Management) – UDSM

Ms. Nasorr, Zuleha I.
BA (Ed) (Geography & Kiswahili) – UDSM
MA (Geography and Environmental Management) – UDSM

Mr. Ntanturo, Evance M.
BAED (Geography & History) (Hons) UDSM
MA (Geography and Environmental Management) - UDSM

Mr. Eliya, Edward F. **
BED (History) – UDOM
MA (History) – UDSM

Mr. Mwendapole, Shida L.
Grade A Teachers Certificate – Tabora
BA (Ed) (History & PS) – UDSM
MA (History) – UDSM

Mr. Sembuli, Daniel H.
BA (History and Kiswahili) – UDOM
MA (History) SAUT

Mr. Nyakasi Filbert C.
BA (History and Geography) - UDSM
MA (Geography and Envt. Mgt.) – UDSM

Ms. Machage, Moshi A.
BA (Ed) (History& Kiswahili) - UDSM
MA (Administration, Planning and Policy Studies) – OUT
MA (History) – UDSM

Ms Mangola, Theopista K.
BA (Geography and Environmental Studies) (Hons.) – UDSM
MSc (NARAM) – UDSM

Mr. Kihaka, Adam R.
MA (GEM),
BA of Education in Geography and English-MNMA

12.3.3 Department of Mathematics and Statistics

Assistant Lecturer and Head of Department
Mr. Mwashiuya, Stephano F.
Dip (Ed) –Kleruu TTC.
BED (Mathematics) -TEKU
MSc (Procurement and Supply Chain Management) – MU

Lecturers
Dr. Badi, Lwidiko M.
BA (Statistics) -UDSM
MBA (UDSM).
PhD (Business Adm-Finance) – UDSM

Assistant Lecturers
Mr. Mwashiuya, Stephano F.
Dip (Ed) – Kleruu TTC.
BED (Mathematics) -TEKU
MSc (Procurement and Supply Chain Management) – MU

Mr. Isheshoro, Charles J. **
Dip (Ed) – Monduli TTC.
BED (Mathematics) - UDSM
PGD (Accounting) –IFM
MBA (Finance) – UDSM

Ms. Vincent, Marystella F. **
BA (Statistics) -UDSM
MA (Statistics) – UDSM

12.3.4 Department of Social Studies

Lecturer and Head of Department
Dr. Demzee, Matilda M.
BA (Sociology) -UDSM
MA. (DS) - UDSM
PGD (Poverty Analysis) - The Hague
PhD (DS) UDSM

Senior Lecturers
Dr. Saruni, Parit L.
Dip. (Agric. Ed. & Ext.) – Egerton University, Kenya
BSc (Agricultural Education & Extension)-SUA
MA (Rural Development) - SUA
PhD (Rural Development) - SUA

Lecturers
Dr. Demzee, Matilda M.
BA (Sociology) -UDSM
MA. (DS) - UDSM
PGD (Poverty Analysis) - The Hague
PhD (DS) UDSM

Mr. Mbota, Maximillian M. **
BA (Hons) Sociology – UDSM
MA (Sociology) - UDSM.

Assistant Lecturers
Mr. Shakuru, Yunusu K. *
BA (Ed) - UDSM
MA (DS) – UDSM

Mr. Buswelu, Leonard J. **
BA (Ed- Hons) – UDSM
MBA (General- Hons) – UDSM

Ms Mogha, Huruma **
Dip. (Ed) – Korogwe TTC
BA. Bed - Teofilo Kisanji University
MA (Info. Studies) – UDSM
Mr. Ntiro, Mashingo, S.
BA. (Sociology) - UDSM
MA. (Sociology) – UDSM
MA (DS) – UDSM

Ms Awe, Ritha L.
BA (Sociology) – SAUT
MA (Sociology) – SAUT

Mr. Amsi, Sixbert S. **
Dip. (Ed) - Monduli TTC
B.Ed. (Science) - UDSM
M A (Information Studies) – UDSM

Mr. Kappia, Richard S.
BA (Philosophy) - Urbaniana University
BA (PS & PA) - UDSM
MA (DS) – UDSM

Faraja J. Msola*
DIP (ED)
BED (Geography)
MA (DS) - UDSM

Ms Sigalla, Rose R.
Cert. (Ed) - Korogwe T.C
Dip. (Social Studies) - MNMA
BD (PMSD) – MNMA
MSc (HRM) – IFM

Tutorial Assistants
Mr. Chagodolo, Deodatus G.*
B.A (Public Admin in Records and Archives Management) – MU

Mr. John, Lugis B.*
B.A (Library & Info Studies) – UDSM

12.4 Directorate of Library Services

Senior Lecturer and Director
Dr. Mubofu, Christian M.
Dip. (Library, Archives & Documentation Studies) - SLADS
BA (LIS) - Tumaini University
MA (Information Studies) – UDSM
PhD (Library and Information Management) – OUT

Senior Lecturer
Dr. Mubofu, Christian M.
Dip. (Library, Archives & Documentation Studies) - SLADS
BA. (LIS) - Tumaini University
MA (Library and Information Management) – UDSM
PhD (Information Studies) – OUT

Assistants Librarian Trainee
Ms Kirumbi, Rahabu *
Cert. (Ed) - Ifunda TC
Dip. (Primary School) -St Mary's
Dip. (Library Archives and Documentation Studies) - SLADS
BA (LIS) - Tumaini University

Ms Kusaga, Lucy*
Cert (Library Archives and Documentation Studies) – SLADS
Dip. (Library Archives and Documentation Studies) - SLADS
BA (LIS) - Tumaini University

Tutorial Assistants
Mr. Dismas, Yusuf *
Cert (Library Archives and Documentation Studies) – SLADS
Dip (Library Archives and Documentation Studies) – SLADS
BA in Library and Information Management - OUT

Mr. Kanyinyi, Kimolo
Cert (Library Archives and Documentation Studies) – SLADS
Dip (Library Archives and Documentation Studies) – SLADS
BA (Library and Information Management) - OUT

Mr. Kimomwe, Mchomvu
Cert (Library Archives and Documentation Studies) – SLADS
Dip (Library Archives and Documentation Studies) – SLADS
BA (Library and Information Management) - OUT

Anitha W. Kazenga
BA (Library and Information Studies) – Tumaini University

13. ACADEMIC MEMBERS OF STAFF – KARUME CAMPUS ZANZIBAR

13.1 Faculty of Leadership and Management Sciences

13.1.1 Department of Leadership, Ethics and Governance

Assistant Lecturer and Head of Department
Mr. Katimle, Jumanne K.
BA. Ed (Economics & Geography) - UDSM
MA (Economics) – UDSM

Lecturers
Dr. Kihupi, Mary L.
Dip. (Agriculture Irrigation) – MALTI Nyegezi
Dip. (Ed) – Morogoro T.C
BSc (Environmental Science and Management) - SUA
MA (Geography and Environmental Management) -UDSM
PhD (Rural Development) – SUA

Assistant Lecturers
Mr. Katimle, Jumanne K.
BA. Ed (Economics & Geography) - UDSM
MA (Economics) – UDSM

Mr. Chachalika, Kassim A.
B.COM (Accounting) - OUT
MBA (Finance) - OUT

Mr. Matinda, Herry Z.
BA (Community Development) – Tumaini University, Iringa
MA (Community Dev. and Project Management) – University of Iringa

13.1.2 Department of Human Resource Management

Assistant Lecturer and Head of Department
Mr. Magori, Onyango V.
BA PS & PA (Hons) – UDSM
MA (Ethics, Governance & Public Service) – UDSM

Assistant Lecturers
Mr. Kawishe, Luka M. **
Dip (Philosophy) Salvatorian Institute
BA (Philosophy and Theology) – Urbaniana University, Italy
MA (Sociology) – SAUT

Mr. Magori, Onyango V.
BA PS & PA (Hons) – UDSM
MA (Ethics, Governance & Public Service) – UDSM

Mr. Emmanuel, Osward N. **
BCOM. (HRM) - UDOM
MBA (General) – UDOM

Marobhe, Tusajigwe I.
BA HRM-Kampala University
MA in HRM - Mzumbe

Tutorial Assistant
Mr. Gesura, Juma Y. **
BPA RAM – MU

13.1.3 Department of Economics

Assistant Lecturer and Head of Department
Mr. Njau, Allen F.*
B.A.Ed. (Economics and Geography) (Hons) – UDSM
MA (Economics) –UDSM

Lecturers
Mr. Binto, Binto M.**
CERT. (Holistic Therapeutic Counselling) – HKMU
Dip. (Clinical Medicine) – Mtwara COTC
BBA (Management) – Tumaini University
LLB – Tumaini University
PGD (Economic Diplomacy) – CFR
MBA (Marketing) UDSM

Assistant Lecturers
Mr. Njau, Allen F.*
B.A.Ed. (Economics and Geography) (Hons) – UDSM
MA (Economics) – UDSM

Mr. Lemnge, Deusdedit A. **
BA. Ed (Economics & Geography) - OUT
MA (Science in Economics) – MU

Mr. Kibona, Ally R. **
BA. Ed (Economics and Geography) -UDSM
MA (Economics) -UDSM

Mr. Kailangana, Maximillian S.
Dip. (International Relations and Diplomacy) - CFR
Dip. (ED) - MNMA
BD. (EoD) - MNMA
MSc. (Economics and Finance) – University of Bradford, UK

Mapara, Abias M.
BAF – MU
MSc (Accounting and Finance) – MU

Mr. Mbwafu, Felician A.
BA (Procurement and Logistics)
Master of Business Administration

Ms. Kubeta, Nitike E.
BSc (Economics) - Mzumbe
MSc (Economics) - Mzumbe

Fungwa, Elias J.
Dip (Development Economics) - IRDP
BA (Development Economics) - IRDP
MA (Development Economics) - IRDP

Tutorial Assistant
Sayi, Sarafina B.
BA (Economics &Finance) - University of Iringa

13.1.4 Department of Gender Studies

Assistant Lecturer and Head of Department
Chonya, Violeth A.
Diploma in Journalism- Institute of Business and Media Studies-Uganda
BA- Social Work - ISW
MA- Social Work - ISW

Assistant Lecturers
Mr. Katunzi, Amon K.*
BD (Gender & Dev.) - MNMA
MA (Gender) – UDSM

Chonya, Violeth A.
Diploma in Journalism- Institute of Business and Media Studies-Uganda
BA- Social Work - ISW
MA- Social Work - ISW

Tutorial Assistant
Ndunguru, Fredy E.
BA (Gender and Community Development) - Tengeru

13.1.5 Department of Information and Communication Technology

Assistant Lecturer and Head of Department
Ms Kishegena, Ngollo T.
Bachelor of Computer Science – IAA
Masters in Information Security – IAA

Assistant Lecturers
Ms Kishegena, Ngollo T.
Bachelor of Computer Science – IAA
Masters in Information Security - IAA

Mr Mtey, Marseline M.
Bachelor of Engineering in Computer Science and Engineering
MSc (Computer Science)

Mshana, Evelyne M.
BSc. (Information System Network Engineering) - St. Joseph University
MSc. (Information Communication Science Engineering) - (NM-AIST)

Fidelis, Daniel B.
BA (Business Information and Communication Technology) - MoCU
MA (Information Security) - IAA.

Tutorial Assistant
Rugemalila, Innocent E.
BE (Electronic and Communication Engineering) - SJUT

Muhamad, Muhamad K.
BA (Electronics and Telecommunication Engineering) - DIT

13.2 Faculty of Arts and Social Sciences

13.2.1 Department of Education

Assistant Lecturer and Head of Department
Mr. Kyando, Akim Y.**
BA (Ed) - UDSM
MA (Geog. & Environmental Management) – UDSM

Assistant Lecturers
Mr. Kyando, Akim Y.**
BA (Ed) - UDSM
MA (Geog. & Environmental Management) – UDSM

Mr. Sheshe, Hamza S.
Dip Ed Dar es salaam TTC
BSc. (Ed) (Chemistry & Biology) – SUMMAIT
Med (Sc.) – Agha Khan University

Kivuyo, Namnyaki S.
BA (Education with Community Development) - IAE (Adult Education)
MA (Education and Management Planning) – SAUT

Mr. Mbwambo Eliatosha M.
BA. (Education) – UDOM
MA. (Education -- Curriculum) – OUT

Tutorial Assistant
Mr. Milanzi, Winfridy
BA. (Philosophy – Pontifical Urbaniana University) – Italy
PGDE – UDSM

13.2.2 Department of Geography and History

Assistant Lecturer and Head of Department
Mr. Chaula, Peter J.
BAEd (History and Kiswahili) (Hons) - UDSM
MA (History) – UDSM

Lecturer
Dr. Mligo, Isdory S.
Dip (Ed) - Morogoro T.T.C.
BA. Ed (History & Geography) - UDSM
MA (Geography and Environmental Management) – UDSM
PhD (Climate Change and Sustainable Development) – UDSM

Assistant Lecturers
Mr. Chaula, Peter J.
BAEd (History and Kiswahili) (Hons) - UDSM
MA (History) – UDSM

Nyaganilwa, Nehemiah N.
BAED (Geography and History) - Ecknoforde Tanga University
MA (GEM-Geography and Environmental Management) - UDSM

Mnkeni, Kassimu
BAED (History)-International University of Africa- SUDAN
MA (History) - SAUT

13.2.3 Department of Languages and Literature

Assistant Lecturer and Head of Department

Mr. Makosa, Baraka A.**
Cert (Ed) – Nachingwea TTC
BA Ed (Linguistics & Kiswahili) – MUM
MA (Kiswahili) – UDSM

Assistant Lecturers

Mr. Samandito, John M.*
BA Ed (Kiswahili & Literature in English) (Hons) – OUT
MA (Kiswahili Literature) – UDOM

Mr. Makosa, Baraka A.*
Cert (Ed) – Nachingwea TTC
BA (Ed) (Linguistics & Kiswahili) – MUM
MA (Kiswahili) – UDSM

Mr. Isindikilo, Joseph L.
Dip (Ed) Bunda TTC
BA. (Kiswahili Linguistic) (Hons) – UDOM
MA (Kiswahili) – UDSM

Mr. Mshani, Edward L.
BA Ed (Kiswahili) – UDSM
MA (Kiswahili) – UDSM

Mr. Kiswaga, Godlove E.
BA Ed (Linguistics & Literature) UDSM
MA (English Education) UNY – Indonesia

Ms. Mwaipaja, Winnie R. **
BA Ed (Linguistics & Kiswahili) – UDSM
MA (Linguistics) – SAUT

Mr. Kawenga, Salehe Shabani **
BA (Education) – MUM
MA (Kiswahili) – OUT

Azania Mwalulesa **
BAED (Literature and Linguistics) - SAUT-MWANZA
MA (Linguistic) - UDSM

Ntweve, Tumaini D.
BA (Kiswahili Linguistics) –UDOM
MA (linguistics) - UDOM

Tutorial Assistants
Mbilinyi, George A.
Grade A Certificate – Tandala Teachers College
BD (Education, Kiswahili and English) - MNMA

Shila, Hassani N.
BA (Linguistics and Literature) - UDSM

13.2.4 Department of Social Studies, Library and Publications

Assistant Lecturer and Head of Department
Ms. Mahena, Lilian A.
BA (Mass Communication) – TUDARCO
MA (Mass Communication) – UDSM

Senior Lecturer
Dr. Mbwete, Rose I.
Dip (Clinical Medicine) – MATC-Tanga
BA (Sociology) - UDSM
MA (Sociology) – UDSM
PGD (Poverty Analysis) - The Hague
PhD (Sociology) – OUT

Lecturer
Dr. Babune, George J.
BA (Geography and Environmental Studies) (Hons) - UDSM
MA (DS) – UDOM
PhD (DS) – UDOM
Assistant Lecturers
Ms Mahena, Lilian A.
BA (Mass Communication) – TUDARCO
MA (Mass Communication) – UDSM

Mr. Wilfred, Sahila G. **
BA. Ed - Arusha University
MA (International Relations) – UDOM

Tutorial Assistant
Mr. Ali, Zuhura H.
BA- Information Studies (Library Management)-ZU

Librarian
Ms. Kway, Everegisla T.
Cert (Librarianship) - SLADS
Dip (Library and Documentation Services) - SLADS
BA (LIS) - Tumaini University - Dar es Salaam

13.3 Coordinators of Units

13.3.1 Coordinator of Field Attachment/Teaching Practice

Mr. Sheshe, Hamza S.
Dip Ed Dar es Salaam TTC
BSc. (Ed) (Chemistry & Biology) – SUMMAIT
Med (Sc.) – Agha Khan University

14. ACADEMIC MEMBERS OF STAFF – PEMBA CAMPUS

14.1 Department of Leadership and Management Sciences

14.1.1 Gender Studies Unit

Tutorial Assistant and Acting Head of Unit
Mr. Mayola, Mahamudu H.
BA (Community Dev. & Project Planning and Mngt) – CDTI Tengeru

Assistant Lecturers
Ms. Kiyungi, Mwaka T.
BA (Social Work) – ISW
MA (Social Work) – ISW

Tutorial Assistants
Mr. Mayola, Mahamudu H.
BA (Community Dev. & Project Planning and Mngt) – CDTI Tengeru

14.1.2 Economics Unit

Assistant Lecturer and Acting Head of Unit
Mr. Kwesigabo, Erick M.
BBA (PLM) – MU;
CPSP (T)
MSc. PSCM – MU

Assistant Lecturer
Mr. Kwesigabo, Erick M.
BBA - PLM – MU; CPSP (T)
MSc (PSCM) – MU

Mr. Ngofilo, Lugwisha K.
BA (Economics) UDSM
MA (Economics) UDSM

Mr. Malele Denis F.
Cert. (NABE) VETA
BD. EoD – MNMA
MA. (Business Management) MoCu

Ms. Kamihanda, Mesuet W **
BA (Economics and Finance) IAA
MSc. (Finance and Investment) IAA

Tutorial Assistants
Ms. Jarufu, Pilly H.
BA (Economics) – Mzumbe

Mr. Salaganda, Nenge S.
BA (Economics) – MNMA

14.1.3 Information and Communication Technology Unit

Tutorial Assistant and Acting Head of Unit
Mr. Domition, Jasson L.
BSc. (Computer Science) – IFM
PGDE – UDSM

Assistant Lecturers
Mr. Kapange, Athuman A.
Advanced Dip. (Information Technology) IFM
MA. (Business Administration in Information Technology Management) IAA

Mr. Kweka, Bruno J.
BA (Information Technology) KIUT
MA (Engineering in Interdisciplinary Program of Information Security) Pukyong national University – South Korea

Tutorial Assistants
Mr. Domition, Jasson L.
BSc. (Computer Science) – IFM
PGDE – UDSM

Mr. Mugogo, Isaac Lauden
BA. (Computer Science) IFM

Ali, Masoud M.
Dip (ICT) - ZIFA
BA (ICT) - ZIFA

14.1.4 Leadership, Ethics and Governance Unit
Vacant

14.2 Department of Arts and Social Sciences

14.2.1 Social Studies Unit

Assistant Lecturer and Acting Head of Unit
Mr. Mpinji, Mohamed I.
BA (Public Admin in Local Government) – MU
MSc. (Records and Archives Management) – Moi University

Lecturers
Dr Haonga, Ernest D.
BA (Kiswahili) - UDOM
MA (Kiswahili) - UDSM
PhD (Kiswahili) - UDSM

Dr. Msambichaka, Sixbert J.
BA (Geography & PS) – UDSM
MA (Geography & Environmental Management) – UDSM
PhD (Climate Change and Sustainable Development) – UDSM

Assistant Lecturers
Mr. Mpinji, Mohamed I.
BA (Public Admin in Local Government) – MU
MSc. (Records and Archives Management) – Moi University

Mr. Charles, Adam M.
BA (Public Administration) KIU
PGD (Higher Education and Teaching) KIU
MA. (Public Administration and Management) KIU
Mr. Mhenga, Hassan S.
BA. (Education) UDSM
MA. (Linguistics) UDSM

Ms. Mdope, Diana L.
Cert. (Human Resource Management) ISW
Dip. (Human Resource Management) ISW
BA. (Human Resource Management) ISW
MA. (Human Resource Management) ISW

Tutorial Assistant
Mr. Chikwindo, Francis E.*
Bachelor of Library and Information Studies – UDSM

Mr. Mbilinyi, Adonisi A.
Diploma in Secondary Education – Songea Teachers College
BD (EKE) - MNMA

15. ADMISSION TERMS

15.1 General Terms

15.1.1 A candidate admitted to MNMA has to understand that in accepting admission to this Academy, he/she commits himself/herself to adhere to its Act, statutes, regulations, rules and by-laws. MNMA is an institution of higher learning which expects students' behaviour to be moral, ethical and legal. The Academy reserves the right to withdraw admission if one behaves contrary to the objectives of the Academy.

15.1.2 The Academy normally invites applications for admission to the various courses between mid-May and September for September intake and between mid- January and mid- February for March intake.

15.1.3 A non-refundable/transferable application fee of TShs. 10,000/= for all Bachelor Degree, Diploma and Certificate programmes has to be paid by Tanzanian applicants. Foreign applicants are charged US $ 10 for Bachelor Degree, Diploma and Certificate courses.

15.2 Registration

15.2.1 Every student shall register with the Academy's admissions office at the beginning of every semester.

15.2.2 No admission shall be processed without evidence that the tuition fee has been paid. Tuition fees may be paid in two instalments. Each instalment must be paid within two weeks at the beginning of each semester.

15.2.3 Apart from tuition fee payment, a fresh student shall be registered after verification of his/her relevant original certificates.

15.2.4 Fresh students shall furnish a medical examination form on his/her fitness.

15.2.5 The deadline for registration of fresh students shall be two weeks from the first date of the orientation week while for continuing students it will be Friday of the second week after the beginning of a semester.

15.2.6 A student who will report two weeks after the commencement of the semester shall be liable to a fine of TShs. 5,000/= per day for a maximum of 7 days. There shall be no registration after the third week of commencement of the semester.

15.2.7 Failure to register within the said period of time (Sect. 14.2.6) will lead to automatic cancellation of student's admission. Such a student will therefore be required to re-apply for admission during the next academic year.

15.3 Regulations

15.3.1 A student enrolled at the Academy shall not be allowed to postpone studies after the academic year has begun except under special circumstances and with permission from the Deputy Rector (Academic).

15.3.2 Permission to postpone studies shall be considered after producing satisfactory evidence of the reasons for the postponement. Special circumstances shall include ill health, serious social and economic problems.

15.3.3 No student shall be allowed to postpone studies during the two weeks preceding the commencement of final examinations but may be considered for postponement of examinations.

15.3.4 No change of names by students shall be allowed during the course of study. Students shall be allowed to use names appearing on the certificates which qualified them for admission.

15.4 Admission Requirements

15.4.1 Basic Technician Certificate Programmes (NTA level 4)

No.	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
1.	· Basic Technician Certificate in Information Communication Technology	The minimum entry qualification is four (4) passes at a D grade in any subject excluding religious subjects in a Certificate of Secondary Education Examination (CSEE). In addition, the four (D) passes must include a pass in Basic Mathematics and English Language. **OR** Possession of at least NVA Level III of relevant trade and completion of O-Level.
2.	· Basic Technician Certificate in Accountancy · Basic Technician Certificate in Economics of Development	The minimum entry qualification is four (4) passes at D grade in any subject excluding religious subjects in a Certificate of Secondary Education Examination (CSEE). In addition, the four (D) passes must include a pass in Basic Mathematics. **OR** Possession of NVA Level III of relevant trade and completion of O-Level.
3.	· Basic Technician Certificate in Leadership and Ethics	The minimum entry qualification is four (4) passes at D grade in any subject excluding religious subjects in a Certificate of Secondary Education Examination (CSEE). In addition, the four passes must include passes in English and Kiswahili languages. **OR** Possession of at least NVA Level III of relevant trade and completion of O-Level.

No.	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
4.	• Basic Technician Certificate in Youth Work • Basic Technician Certificate in Human Resource Management • Basic Technician Certificate in Community Development • Basic Technician Certificate in Procurement and Supply • Basic Technician Certificate in Library and Information Management • Basic Technician Certificate in Business Administration • Basic Technician Certificate in Records, Archives and Information Management • Basic Technician Certificate in Gender Issues and Development	The minimum entry qualification is four (4) passes at D grade in any subject excluding religious subjects in CSEE OR Possession of at least NVA level II of relevant trade and completion of O-level.

15.4.2 Ordinary Diploma Programmes (NTA level 5)

No.	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
1.	• Ordinary Diploma in Economics of Development • Ordinary Diploma in Accountancy • Ordinary Diploma in Business Administration • Ordinary Diploma in Procurement and Supply	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes and Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principle pass and one Subsidiary in any of the following subjects Economics, Commerce, Accounts, Physics, Chemistry, Biology, Pure Mathematics, Basic Applied Mathematics, Geography and other relevant subjects as per course specifications. **OR** Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes (i.e. D grade or higher) including a specific subject based on the course; and a relevant Basic Technician Certificate (NTA Level 4) recognized by NACTE or any other relevant one-year certificate obtained from any learning institution registered by the Government or recognized by any Government body of the country of study. **OR** Possession of relevant NVA Level III and completion of O-Level

No.	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
2.	• Ordinary Diploma in Information Communication Technology	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes and Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principle pass and one Subsidiary in any of the following subjects Economics, Commerce, Accounts, Physics, Chemistry, Biology, Pure Mathematics, Basic Applied Mathematics, Geography, Computer and other relevant subjects as per course specifications. **OR** Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes (i.e. D grade or higher) including a specific subject based on the course; and a relevant Basic Technician Certificate (NTA Level 4) recognized by NACTVET or any other relevant one year certificate obtained from any learning institution registered by the Government or recognized by any Government body of the country of study. **OR** Possession of relevant NVA Level III and completion of O-Level
3.	• Ordinary Diploma in Gender Issues and Development • Ordinary Diploma in Human Resource Management • Ordinary Diploma in Social Studies • Ordinary Diploma in Community Development • Ordinary Diploma in Records, Archives and Information Management • Ordinary Diploma in Library and Information Management • Ordinary Diploma in Leadership and Ethics	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes and Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one Subsidiary in any subject excluding the religious one. **OR** Holders of Certificate of Secondary Education Examination (CSEE) with at least four (04) relevant passes (i.e. D grade or higher) including specific subject based on the course; and a relevant Basic Technician Certificate (NTA Level 4) recognized by NACTVET or any other relevant one year certificate obtained from any learning institution registered by the Government or recognized by any Government body of the country of study. **OR** Possession of relevant NVA Level III and completion of O-Level

No.	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
4.	• Ordinary Diploma in Youth Work	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes and Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principal pass and one subsidiary in any subject excluding the religious Subjects. **OR** Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes (i.e. D grade or higher) including specific subjects based on the course; and a Basic Technician Certificate (NTA Level 4) in Youth Work and other economics-related fields recognized by NACTVET or any learning institution registered by the Government or recognized by any Government body of the country of study. **OR** Possession of relevant NVA Level III and completion of O-Level.

15.4.3 Bachelor Degree Programmes (NTA Level 7)

S/N	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
1.	Bachelor Degree in Economics of Development (BD. EoD)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes with a total of 4.0 points in the following subjects: Economics, Accounts, Commerce, Mathematics, Geography, Physics, Chemistry, Biology or Agriculture and any other form six related subject and a Certificate of Secondary Education Examination (CSEE) with at least four (04) relevant passes **Foundation Programme of the OUT:** A **GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in respective cluster (Arts, Science and Business Studies) **PLUS**

		An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects **OR** An Ordinary Diploma from the recognized institution with a **GPA of at least 2.0** **OR** **NTA level 5** /Professional Technician Level II Certificate. **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma in Economics, Economics of Developments, Procurement and Supply, Accountancy, Business Administration, Marketing, Financial Administration, Local Government Accountancy and Finance with an average of 'B' or GPA of 3.0 or above and at least four O' Level passes ('Ds' and above) or NVA Level III with at least two O-Level passes. **OR** NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NACTE or VETA; **AND** **At least a GPA of 3.0** for Ordinary Diploma (NTA Level 6): **OR** **Average of ''C''** for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points) **OR** A **Distinction** for unclassified diplomas and certificates; **Upper Second Class** for classified non-NTA diplomas which are related to Economics subjects.
2.	Bachelor Degree in Gender and Development (BD. GD)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5). Two principal passes with a total of 4.0 points in the following subjects: History, Geography, English, Kiswahili, Biology, Chemistry, Agriculture and Commerce, Accountancy, Economics, Arabic, Nutrition or Physics and any other form six subject, except religious studies **Foundation Programme of the OUT:** A **GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster (Arts, Science and Business Studies)

		PLUS An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects **OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0** **OR** **NTA Level 5** /Professional Technician Level II Certificate. **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma in Gender Issues and Development, Nursing, Clinical Medicine, Police Science, Community Development, Human Resource Management, Social Work, International Relations and Diplomacy, Public Administration, Counselling Psychology, Economics and Law with an average of 'B' or GPA of 3.0 or above and at least four O' Level passes ('Ds' and above) or NVA Level III with less than four O' Level passes. **OR** NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NACTVET or VETA; **AND** **Average of 'B+' Grade** for Health-related awards such as Clinical Medicine and others; OR A **Distinction** for unclassified diplomas and certificates; **Upper Second Class** for classified non-NTA diplomas.
3.	Bachelor Degree in Management of Social Development (BD. MSD)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5). Two principal passes with a total of 4.0 points in the following subjects: History, Geography, English, Kiswahili, Biology, Chemistry, Agriculture, Commerce, Accountancy, Economics, Arabic, Food and Nutrition or Physics and any other form six subject, except religious studies. **Foundation Programme of the OUT:** **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in respective cluster (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5** from two subjects.

		OR An Ordinary Diploma from the recognized institution with a **GPA of at least 2.0** **OR** **NTA level 5** /Professional Technician Level II Certificate. **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma in Gender and Development, Community Development, Human Resource Management, Records Management, Social Work, International Relations and Diplomacy, Secretarial Studies and Office Management Administration, Public Administration, Counselling Psychology and Economics with an average of 'B' or GPA of 3.0 or above and at least four O' Level passes ('Ds' and above) or NVA Level III with less than four O' Level passes. **OR** NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NACTE or VETA; **AND** **At least a GPA of 3.0** for an Ordinary Diploma (NTA Level 6): **OR** **Average of ''C''** for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points) **OR** **Average of 'B' Grade** for Diploma in Teacher Education; **OR** **Average of 'B+' Grade** for Health-related awards such as Clinical Medicine and others; OR A **Distinction** for unclassified diplomas and certificates; **Upper Second Class** for classified non-NTA diplomas.
4.	Bachelor Degree in Human Resource Management (BD. HRM)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes with a total of 4.0 points in the following subjects: English, History, Kiswahili, Geography, Agriculture, Economics, Commerce, Accounts, Arabic, Nutrition, Biology, Chemistry or Physics and any other form six subject, except religious studies.

		Foundation Programme of the OUT: **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in a respective cluster (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects. **OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0.** **OR** **NTA Level 5** /Professional Technician Level II Certificate. **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma in Human Resource Management, Gender and Development, Community Development, Social Studies, Records Management, Social Work, Journalism, International Relations and Diplomacy, Secretarial Studies and Office Management with an average of "B" or GPA of 3.0, and 4 passes at O' Level. **OR** NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NACTE or VETA; **AND** **At least a GPA of 3.0** for Ordinary Diploma (NTA Level 6): **OR** **Average of ''C''** for Full Technician Certificate (FTC)(where A=5, B=4, C=3, and D=2 points) **OR** **Average of 'B' Grade** for an Diploma in Teacher Education; **OR** **Average of 'B+' Grade** for Health-related awards such as Clinical Medicine and others; OR A **Distinction** for unclassified diplomas and certificates; **Upper Second Class** for classified non-NTA diplomas.
5.	Bachelor Degree in Leadership and Governance (BD. LG)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points from Two subjects defining the admission into the respective programme (where A=5, B=4, C=3, D=2; E=1, S=0.5) ii. **Completed A-Level in 2014 and 2015** Two principal passes (C and above) with a total of 4.0 points from Two subjects defining the admission into the respective programme. (where A=5; B+=4; B=3; C=2; D=1; E=0.5)

		The principal passes to be obtained from two of the following subjects English, History, Kiswahili, Geography, Agriculture, Economics, Commerce, Accounts, Arabic, Food and Nutrition, Biology, Chemistry, Physics and any other form of six subjects, except religious studies. **Foundation Programme of the OUT:** **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects. **OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0.** **OR** **NTA Level 5** /Professional Technician Level II Certificate. **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma in relevant courses recognised by NACTVET with an average of B or GPA 3.0 and above and 4 relevant passes at 'O' Level (CSEE).
6.	Bachelor Degree in Procurement and Supply Management (BD. PSM)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points from Two subjects defining the admission into the respective programme (where A=5, B=4, C=3, D=2; E=1, S=0.5) ii. **Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two subjects defining the admission into the respective programme. (where A=5; B+=4; B=3; C=2; D=1; E=0.5) The principal passes to be obtained from two of the following subjects Economics, Accounting, Commerce, Book-keeping, Mathematics, Geography, Physics, Biology, Chemistry, Agriculture, English language, Kiswahili, French, History and any other Form six related subjects and a Certificate of Secondary Education Examination (CSEE) with at least four (4) relevant passes. **Foundation Programme of the OUT:** **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster. **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects.

		OR An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0.** **OR** **NTA Level 5** /Professional Technician Level II Certificate. **Category B: Ordinary Diploma (Equivalent Qualifications)** Holders of Ordinary Diploma in Procurement and Supply, Finance and Accounting, Economics, Economics of Development, Economic Planning, Investment planning, Banking and Finance, Business Administration in Innovation and Entrepreneurship Management, Business Administration with Tourism Management, Business Administration, Business Studies, Computer Science, Co-operative Management and Accounting, Customs and Tax Management, Economics and Banking, Financial Administration, Government Accounting and Finance, Information Technology with Accounting, Insurance and Risk Management, International Business, Local Government Accounting and Finance, Microfinance Management, Public Administration, Public Sector Finance Management and Administration, Statistics, Tax Administration, Tax and Customs and Taxation with an average of B or GPA 3.0 and above Plus 4 passes at 'O' Level (CSEE).
7.	Bachelor Degree of Education in Kiswahili and English Languages (BD. EKE)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5). **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes in Kiswahili and English Foundation Programme of the OUT: **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects **OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0** **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma of Education with two Teaching Subjects, namely Kiswahili and English Language with an average of "B" or GPA of 3.0, and 4 passes at O' Level.

8.	Bachelor Degree of Education in Geography and History (BD.EGH)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes in Geography and History Foundation Programme of the OUT: **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5 points** from two subjects **OR** An Ordinary Diploma of Education in Geography and History from a recognized institution with a **GPA of at least 2.0** **Category B: Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma of Education with two Teaching Subjects, namely Geography and History with an average of "B" or GPA of 3.0, and 4 passes at O' Level.
9.	Bachelor Degree of Education in Geography and Kiswahili Language (BD. EGK)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes in Geography and Kiswahili **Foundation Programme of the OUT:** **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in respective cluster (Arts, Science and Business Studies)

		PLUS An Advanced Certificate of Secondary Education Examination with **at least 1.5** from two subjects **OR** An Ordinary Diploma from the recognized institution with a **GPA of at least 2.0** **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma of Education with two Teaching Subjects, namely Geography and Kiswahili with an average of "B" or GPA of 3.0, and 4 passes at O' Level.
10	Bachelor Degree of Education in Geography and English Languages (BD. EGE)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes in Geography and English Foundation Programme of the OUT: **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective clusters (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5** from two subjects **OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0** **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma of Education with two Teaching Subjects namely Geography and English, with an average of "B" or GPA of 3.0, and 4 passes at O' Level.

11.	Bachelor Degree of Education in History and English Languages (BD. EHE)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes in History and English Foundation Programme of the OUT: **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster (Arts, Science and Business Studies). **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5** from two subjects. **OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0** **Category B: Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma of Education with two Teaching Subjects, namely History and English with an average of "B" or GPA of 3.0, and 4 passes at O' Level.
12	Bachelor Degree of Education in History and Kiswahili Languages (BD. EKH)	**Category A: Direct Entry (Form VI applicants)** **i. Completed A-Level studies before 2014 and after 2015** Two principal passes with a total of 4.0 points in Two Subjects defining the admission into the respective programme (where A=5; B=4; C=3; D=2; E=1; S=0.5) **ii. Completed A-Level studies in 2014 and 2015** Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5) Two principal passes in History and Kiswahili **Foundation Programme of the OUT:** **A GPA of 3.0** accumulated from six core subjects and at least a **C** grade from three subjects in the respective cluster (Arts, Science and Business Studies) **PLUS** An Advanced Certificate of Secondary Education Examination with **at least 1.5** from two subjects.

	Bachelor Degree of Education in History and Kiswahili Languages (BD. EKH)	**OR** An Ordinary Diploma from a recognized institution with a **GPA of at least 2.0** **Category B: Ordinary Diploma, FTC and Equivalent Qualifications** Holder of Ordinary Diploma of Education with two Teaching Subjects, namely History and Kiswahili with an average of "B" or GPA of 3.0, and 4 passes at O' Level.

15.4.4 Short Courses

	Tailor Made and Short Courses	The entry qualification will depend on the requirement of the respective course.

15.4.5 Kibweta cha Mwalimu Nyerere

	Leadership and Ethics Studies	People working or seeking to work in the career of leadership and governance in the public and private sectors.

15.5.6 Chinese Language Course

	Chinese Language	People working or seeking to work in the career of Education, Culture, Language Translation, International relations, Tourism and Business, both in the public and private sectors.

16. UNDERGRADUATE PROGRAMMES OFFERED BY THE ACADEMY (AT KIVUKONI, KARUME CAMPUS ZANZIBAR AND PEMBA CAMPUS)

16.1 Faculty of Leadership and Management Sciences

16.1.1 Basic Technician Certificate in Leadership and Ethics (BTC.LE) NTA Level 4

a) Objectives of the Programme

i) To prepare technical personnel who will work flexibly at different workplaces.

ii) To equip students with basic principles of ethical leadership and concepts of local governance in leadership and ethics functions.

iii) To equip students with basic principles of leadership and ethics and skills of entrepreneurship for efficient leadership and ethics in business establishments.

iv) To enable students to apply principles of management to assist in addressing leadership functions in organizations.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LET 04101	Basic Communication Skills	Fundamental	09
LET 04102	Elements of Development Studies	Core	11
LET 04103	Foundations of Governance Principles	Core	11
LET 04104	Basic Computer Applications	Fundamental	08
LET 04105	Elements of Leadership and Ethics	Core	12
LET 04106	Fundamentals of Governmental System	Core	10
Total Credits			**61**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LET 04207	Elements of Human Rights	Core	11
LET 04208	Basics of Entrepreneurship	Fundamental	08
LET 04209	Fundamentals of Ethical leadership	Core	11
LET04210	Basic Principles of Management	Fundamental	09
LET04211	Basics of Local Governance	Core	10
LET04212	Field Practical Training	Fundamental	10
Total Credits			**59**

16.1.2 Technician Certificate in Leadership and Ethics (TC. LE) NTA Level 5

a) Objectives of the Programme

i) To train competent leaders who will apply principles of leadership and democratic governance in performing leadership operations.

ii) To develop the necessary knowledge and skills of ICT and

communication principles to process and disseminate leadership and ethics information.

iii) To enable students to apply principles of management and state governance in societal leadership and ethical functions.

iv) To enable students, relate theory and practice of entrepreneurship and development perspectives in business and development issues

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LET 05101	Communication Skills	Fundamental	09
LET 05102	Principles of Leadership	Core	12
LET 05103	Principles of Management	Core	10
LET 05104	Information Communication Technology - ICT	Fundamental	09
LET 05105	Ethics in Leadership	Core	12
LET 05106	Principles of Democratic Governance	Core	10
Total Credits			**62**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LET 05207	State Governance and society	Core	10
LET 05208	Participatory Planning in Leadership	Core	10
LET 05209	Entrepreneurship	Fundamental	08
LET 05210	Development Perspectives	Fundamental	10
LET 05211	Business ethics	Core	10
LET 05212	Field Practical Training	Fundamental	10
Total Credits			**58**

16.1.3 Ordinary Diploma in Leadership and Ethics (OD. LE) NTA Level 6

a) Objectives of the Programme

i) To train competent technical personnel who will work flexibly at different workplaces.

ii) To develop the necessary research skills and principles of national cohesion, patriotism and leadership in organizational and political decisions.

iii) To equip students to apply law and human rights principles in leadership functions.

iv) To enable students to interpret principles of management and supervision skills in performing leadership and ethical operations.

v) To enable students to apply corporate governance principles and organizational behaviour in leadership and ethics operations.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LET 06101	Human Resource Management	Fundamental	9
LET 06102	Ethics for Public Relations	Core	11
LET 06103	National Cohesion and Patriotism	Core	12
LET 06104	Research Methodology	Fundamental	11
LET 06105	Principles of Human Rights	Core	11
LET 06106	Principles of Corporate Governance	Core	12
Total Credits			**66**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LET 06207	Leadership Ethics for Good Governance	Core	12
LET 06208	Management and Supervisory Skills	Core	12
LET 06209	Principles of Law	Fundamental	8
LET 06210	Organizational Behaviour	Core	12
LET 06211	Field Practical Training	Fundamental	10
Total Credits			**54**

16.1.4 Higher Diploma in Leadership and Governance (HD. LG) NTA Level 7

a) Objectives of the Programme

i) To produce qualified and competent ethical leaders and practitioners prepared to take on new roles in Tanzania's modern business, social and political organizations and globally.

ii) To help students acquire the required competencies for better results for the organization in which they will happen to be, and these are skills, attitudes knowledge and wider attributes.

iii) To facilitate training in consideration of individual learning differences by using alternatives paths and flexible scheduling of learning activities, and also help learners to be more inquisitive, reflective and understanding.

iv) To enable graduates to identify, integrate and apply a body of knowledge and techniques in the management process.

v) To prepare workers who are competent in applying knowledge and skills in operational areas in the context of ethics and leadership issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 07101	Communication in Leadership	Fundamental	09
LEU 07102	Principles of Ethical Leadership	Core	12
LEU 07103	Business Mathematics and Statistics	Fundamental	08
LEU 07104	Principles of Good Governance	Core	11
LEU 07105	Corporate governance and ethics	Core	11
LEU 07106	Human Rights Law in Leadership	Core	12
ESU 07104	Development Studies	Fundamental	08
	Total Credits		**71**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 07207	Public Policy Management	Core	11
LEU 07208	Ethics and Leadership in Business	Core	12
LEU 07209	Entrepreneurship Skills	Fundamental	08
LEU 07210	Leadership in Political Perspectives	Core	12
LEU 07211	Principles of Organizational Behaviour	Core	11
LEU 07212	Principles of Management	Core	12
	Total Credits		**66**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 07313	Human Resource Management	Fundamental	08
LEU 07314	Nationalism and Patriotism in Leadership Practices	Core	12
LEU 07315	Political Economy of Development	Fundamental	08
LEU 07316	Local Governance Leadership	Core	11
LEU 07317	Reflection of Leadership in Africa	Core	11
LEU 07318	Management Information Systems	Fundamental	08
	Total Credits		**58**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 07419	Gender Perspectives in Leadership	Core	11
LEU 07420	Ethics in Public Service	Core	12
LEU 07421	Research Methodology	Fundamental	09
LEU 07422	Leadership and Employment Relations	Core	11
LEU 07423	Field Practical Training	Fundamental	10
	Total Credits		**53**

16.1.5 Bachelor Degree in Leadership and Governance (BD.LG) NTA Level 8

a) Objectives of the Programme

i) To produce qualified and competent leaders who are prepared to take on new roles in the Tanzania modern organizations and globally.

ii) To facilitate training in consideration of individual learning differences by using alternatives paths and flexible scheduling of learning activities, and also help learners to be more inquisitive, reflective and understanding.

iii) To prepare human resource workers who are competent in the application of knowledge and skills in operational in areas in the context of leadership issues with substantial personal responsibilities.

iv) To help students acquire required leadership competencies for better results for the organization in which they will happen to be and these are skills, attitudes knowledge and wider attributes.

v) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management process.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
LEU 08102	Strategic Leadership	Core	11
LEU 08103	Leadership in Managing Business Organizations	Core	10
LEU 08104	National Cohesion and Integration	Core	12
LEU 08105	Corporate Strategic Management	Fundamental	10
LEU 08106	Negotiations and Mediations for Effective Leadership	Core	09
Total Credits			**60**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 08207	Leadership Professionalism	Core	09
LEU 08208	Principles of Social Entrepreneurship	Fundamental	09
LEU 08209	Ethics in Management	Core	12
LEU 08210	Leadership in Foreign Relations and Diplomacy	Core	12
LEU 08211	Women Leadership in Management	Core	12
LEU 08212	Research Project	Fundamental	06
Total Credits			**60**

16.1.6 Basic Technician Certificate in Economics of Development (BTC.ED) NTA Level 4

a) Objectives of the Programme

i) To equip students with the basic knowledge and skills in economic development

ii) To equip students with relevant tools of analysis in order to enable them understand the economic development of the Tanzania society within the broader environment of the international community.

iii) To equip students with attributes of resource mobilization

iv) To enable students, relate theory and practice of economic development in the developing countries.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDT 04101	Basic Communication Skills	Fundamental	09
EST 04102	Principles of Bookkeeping	Fundamental	09
EST 04104	Elements of Computer Applications	Fundamental	09
EST 04101	Elements of Economics	Core	12
EST 04103	Fundamentals of Cooperative Development	Core	11
EST 04105	Elements of Population and Development	Core	10
LET 04105	Elements of Leadership and Ethics	Fundamental	09
Total Credits			**69**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EST 04206	Basic Principles of Economic Development	Core	11
EST 04207	Basics of Entrepreneurship and Self Employment	Core	10
EST 04208	Elements of Public Finance	Core	10
EST 04209	Elements of Mathematics and Statistics	Fundamental	09
SST 04202	Basic Principles of Management	Fundamental	10
EST 04210	Field Practical Training	Core	10
Total Credits			**60**

16.1.7 Technician Certificate in Economics of Development (TC. ED) NTA Level 5

c) Objectives of the Programme

i) To train competent economists of medium and low cadres.

ii) To develop the necessary knowledge and skills needed for someone

to work as a policy maker and as a social scientist in Tanzania and other developing countries.

iii) To equip students with relevant tools of analysis in order to enable them understand the economic development of the Tanzanian society within the broader environment of the international community.

iv) To enable students interpret Government policies and their implications in economic, political and social terms.

v) To enable students relate theory and practice of economic development in the developing countries

d) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EST 05101	Fundamentals of Microeconomics	Core	10
EST 05102	Basics of Accounting	Core	10
EST 05104	Elementary Statistics	Core	10
EST 05103	Business Communication Skills	Core	08
EST 05105	Elements of Social Science Research	Core	10
EST 05106	Development Studies 1	Core	08
LET05102	Principles of Leadership	Fundamental	06
	Total Credits		**62**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EST 05208	Fundamentals of Economic Development	Core	10
EST 05209	Population Issues and Development	Fundamental	06
EST 05210	Basics of Computer application	Core	08
EST 05211	Fundamentals of mathematics for Economists	Core	10
EST 05212	Development Studies II	Core	08
EST 05207	Global Economic Issues	Fundamental	06
LET05208	Participatory Planning in Leadership	Fundamental	06
EST 05213	Field Practical Training	Core	10
	Total Credits		**64**

16.1.8 Ordinary Diploma in Economics of Development (OD.ED) NTA Level 6

a) Objectives of the Programme

i) To train competent economists of medium and low cadres

ii) To develop the necessary knowledge and skills needed for someone to work as a policy maker and as a social scientist in Tanzania and other developing countries.

iii) To equip students with relevant tools of analysis in order to enable them understand the economic development of the Tanzanian society

within the broader environment of the international community.

iv) To enable students interpret Government policies and their implications in economic, political and social terms.

v) To enable students relate theory and practice of economic development in the developing countries.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EST 06101	Fundamentals of Macroeconomics	Core	12
EST 06102	Fundamentals of Project Planning and Management	Core	9
EST 06103	Fundamental Economic Issues and Development	Core	12
EST 06104	Elementary Quantitative Methods	Core	10
EST 06105	Essentials of Entrepreneurship and Development	Core	9
EDT 06124	Fundamentals of Business Communications	Fundamental	08
Total Credits			**60**
Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EST 06206	Fundamentals of Agriculture and Economic Development	Core	12
EST 06207	Fundamentals of Industrialization in Developing Countries	Core	12
EST 06208	Fundamentals of Cooperatives and Development	Fundamental	08
EST 06209	Essential Environmental Issues and Development	Fundamental	08
SST 06208	Field Work and Research Report	Fundamental	9
EDT 06224	Essentials of Business Communication II	Core	08
LET06207	Leadership Ethics for Governance	Fundamental	08
Total Credits			**65**

16.1.9 Higher Diploma in Economics of Development (HD. ED) NTA Level 7

a) Objectives of the Programme

i) To develop the necessary knowledge and skills needed for someone to work as a planner, policy maker and as a social scientist in Tanzania and other developing countries

ii) To equip students with relevant tools of analysis in order to enable them understand the economic development of Tanzania within the

broader environment of the international community.

iii) To enable students interpret Government policies and their implications in economic, political and social terms.

iv) To enable students relate theories of economic development in practice in the context of development in developing countries.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 07101	Introduction to Computer Application	Core	7
ESU 07102	Microeconomics	Core	10
ESU 07103	Communication Skills	Core	8
ESU 07105	Industrialization in Developing Countries	Core	10
ESU07106	Mathematics for Economists	Core	12
LEU 07102	Principles of Ethical Leadership	Fundamental	8
	Total Credits		**55**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 07207	Macroeconomics	Core	10
ESU 07208	Statistics for Economists	Core	12
ESU 07209	Human Resource Management	Core	08
ESU 07210	Principles of Production Management	Core	10
PSU 07204	Development Studies	Core	08
ESU 07211	Human Rights	Option	08
ESU 07212	Gender and Development	Option	08
LEU 07208	Ethics and Leadership in Business	Fundamental	08
	Total Credits		**72**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 07313	Methods of Social Science Research	Core	10
ESU 07314	Introduction to Data Base Management	Core	8
ESU 07315	Quantitative Methods for Economic Analysis	Core	12
ESU 07316	Public Finance Theory	Core	10
ESU 07317	Introduction to Accounting	Core	10
ESU 07318	Business Communication	Core	10
LEU 07314	Nationalism and Patriotism in Leadership Practices	Fundamental	8
	Total Credits		**68**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 07419	Agriculture and Economic Development	Core	08
ESU 07420	Introduction to Sociology	Option	08
ESU 07421	Project Planning and Management	Core	10
ESU 07422	Econometrics	Core	10
ESU 07423	Major Issues in Economic Development	Option	08
ESU 07424	Gender and Resource Planning	Core	10
LEU 07422	Leadership and Employment Relations	Fundamental	08
Total Credits			**62**

16.1.10 Bachelor Degree in Economics of Development (BD.ED) NTA Level 8

a) Objectives of the Programme

i) To train competent economists at a bachelor degree level

ii) To develop the necessary knowledge and skills needed for someone to work as a planner, policy maker and as a social scientist in Tanzania and other developing countries.

iii) To equip students with relevant tools of analysis in order to enable them understand the economic development of Tanzania within the broader environment of the international community.

iv) To enable students interpret Government policies and their implications in economic, political and social terms.

v) To enable students relate theories of economic development with practice in the context of developing countries.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 08103	Economic Issues in Developing Countries	Core	10
ESU 08101	Environmental Issues and Development	Core	10
ESU 08102	Administrative Law	Core	08
ESU 08104	Financial Management	Core	10
LET 08102	Strategic Leadership	Fundamental	08
ESU 08105	Field Attachment	Fundamental	08
ESU 08110	Economic Policy and Planning	Core	10
Total Credits			**64**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 08207	Entrepreneurship	Core	10
ESU 08211	Social Change and Development	Option	08
ESU 08208	Demography	Core	10
ESU 08209	Public Policy	Core	10
ESU 08212	Marketing Management	Option	08

LEU 08210	Leadership in Foreign Relations and Diplomacy	Fundamental	08
Total Credits			**54**

16.1.11 Basic Technician Certificate in Accountancy (BTC.AC) NTA Level 4

a) Objectives of the Programme

i) To allows the learners to work towards a nationally recognized qualification.

ii) To Prepare Learners for a career in accountancy to be applied to all commercial and non-commercial ventures.

iii) To enable the learners to advance in the Technician Certificate in Accountancy (NTA Level 5)

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
ACT 04107	Elements of Book keeping and Accounts	Core	14
ACT 04101	Elements of Business Mathematics	Fundamental	12
GST 04101	English Communication Skills	Fundamental	10
GST 04102	Basic Computer Skills	Fundamental	15
GST 04103	Life Skills	Fundamental	15
Total Credits			**66**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ACT 04206	Computer Applications in Accounting	Core	16
ACT 04205	Basic Records Management	Core	08
ACT 04204	Customer Care	Fundamental	07
GST 04201	Entrepreneurship Skills	Fundamental	10
ACT 04207	Field Practical Training	Core	10
ACT 04203	Elements of Commerce	Fundamental	09
Total Credits			**60**

16.1.12 Technician Certificate in Accountancy (TC.AC) – NTA Level 5

a) Objectives of the Programme

i) To prepare learners for ordinary Diploma in Accountancy.

ii) To provide knowledge, skills and values needed in the accountancy field

iii) To provide entrepreneurial skills necessary for understanding and establishing multifarious business.

iv) To enable the graduates to communicate effectively in their day-to-day endeavours.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
ACT 05101	Bookkeeping and Accounts	Core	17
ACT 05102	Business Mathematics	Fundamental	10
GST 05101	Communication Skills	Fundamental	08
Total Credits			**35**
Semester Two			
Module Code	Module Name	Module Type	Credits
ACT 05204	ICT in Accounting	Fundamental	21
ACT 05205	Elements of Procurement and Supplies	Core	10
ACT 05206	Principles of Accounting	Core	24
ACT 05207	Field Practical Training	Core	30
Total Credits			**85**

16.1.13 Ordinary Diploma in Accountancy (OD.AC) NTA Level 6

a) Objectives of the Programme

i) To prepares learners for Higher Diploma Level in Accountancy.
ii) To provide knowledge, skills and values needed in the accountancy field.
iii) To provide entrepreneurial skills necessary for understanding and establishing multifarious business.
iv) To enable graduates to communicate effectively in their day-to-day endeavours.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
ACT 06101	Principles of Financial Reporting	Core	18
ACT 06105	Business Communication and Information System	Fundamental	06
ACT 06108	Commercial Law	Fundamental	06
ACT 06109	Principles of Economics	Fundamental	07
GST 06101	Action Research	Fundamental	10
Total Credits			**47**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ACT 06202	Accounting for Specialized Entities and Items	Core	12
ACT 06203	Principles of Taxation	Core	12
ACT 06204	Principles of Auditing	Core	18

ACT 06206	Elements of Cost and Management Accounting	Core	14
ACT 06207	Principles of Financial Management	Core	12
GST 06201	Small Business Development	Fundamental	10
Total Credits			**78**

16.1.14 Basic Technician Certificate in Business Administration (BTC.BA) NTA Level 4

a) Objectives of the Programme

i) To enhance the provision of basic services skills that meets standards of service excellence within the field of business and non-commercial sectors.
ii) To allow the learners to work towards a nationally recognized qualification.
iii) To provide basic knowledge, skills and values needed in the business administration field.
iv) Provide basic entrepreneurial skills necessary for understanding and establishing small multifarious business.
v) Enable graduates to demonstrate business acumen within Business operations.
vi) Enable graduates to communicate effectively in their day-to-day business endeavours.
vii) To enable the learners to advance in the Technician Certificate in Business Administration NTA Level 5).

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
BAT 04101	English Communication Skills	Fundamental	10
GST 04102	Basic Computer skills	Fundamental	15
GST 04103	Life Skills	Fundamental	15
BAT 04101	Basic Business Mathematics	Fundamental	15
Total Credits			**55**
Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
BAT 04201	Principles of Bookkeeping	Core	17
BAT 04202	Customer Care Skills	Core	13
GST 04201	Entrepreneurship Skills	Fundamental	10
BAT 04203	Commercial Knowledge	Core	15
BAT 04204	Field Practical Training	Core	10
Total Credits			**65**

16.1.15 Technician Certificate in Business Administration (TC.BA) NTA Level 5

a) Objectives of the Programme

i) To enhance the provision of basic services skills that meets standards of service excellence within the field of business and non-commercial sectors.

ii) To allow the learners to work towards a nationally recognized qualification.

iii) To provide basic knowledge, skills and values needed in the business administration field.

iv) Provide basic entrepreneurial skills necessary for understanding and establishing small multifarious business.

v) Enable graduates to demonstrate business acumen within Business operations.

vi) Enable graduates to communicate effectively in their day-to-day business endeavours.

vii) To enable the learners to advance in the Technician Certificate in Business Administration NTA Level 5).

b)Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
BAT 05101	Business Mathematics	Fundamental	15
BAT 05102	Fundamentals of Accounting	Core	12
GST 05101	Business Communication Skills	Fundamental	8
BAT 05103	Principles of Marketing	Core	13
BAT 05104	Information and Communication Technology	Core	10
Total Credits			**58**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
BAT 05205	Office Management	Fundamental	10
BAT 05206	Basics of E-commerce	Core	08
BAT 05207	Fundamentals of Economics	Core	12
BAT 05208	Elements of Commercial Law and Ethics	Core	10
BAT 05209	Fundamentals of Procurement and Supply	Core	12
BAT 05210	Field Practical	Core	10
Total Credits			**62**

16.1.16 Diploma in Business Administration (OD.BA) NTA Level 6

a) Objectives of the Programme

i) To enable graduates apply legal and ethical knowledge when making business decision.
ii) To provide entrepreneurial skills necessary for managing business entity.
iii) To enable graduates to apply analytical techniques in solving business problems/challenges.
iv) Provide basic entrepreneurial skills necessary for understanding and establishing small multifarious business.
v) To enable graduates to implement and efficient flow and transportation of products from warehouse to consumer.
vi) To enable graduates to manage business resources for better results

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
BAT 06101	Business Law	Core	12
BAT 06102	Principles of Management	Fundamental	13
BAT 06103	Elements of Finance	Core	12
BAT 06104	Principles of Production Management	Core	18
GST 06101	Action Research	Fundamental	10
Total Credits			**65**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
BAT 06206	Elements of Human Resource Management	Fundamental	13
BAT 06208	Business Contract	Core	17
BAT 06209	Elements of Logistics and Inventory Control	Core	15
GST 06201	Small Business Development	Core	10
Total Credits			**55**

16.1.17 Basic Technician Certificate in Procurement and Supply (BTC.PRO) NTA Level 4

a) Objectives of the Programme

i) To prepare learners for a career in procurement and supply.
ii) To provide basic knowledge, skills and values needed in the Procurement and Supply field.
iii) To provide basic entrepreneurial skills necessary for understanding and establishing small multifarious business.
iv) To enable the graduates to communicate effectively in their day-to -day endeavours to enable the learners to advance in the Technician Certificate in Procurement and Supply (NTA Level 5).

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
PST 04101	Basic Storekeeping	Core	12
PST 04102	Basic Procurement Principles	Core	12
PST 04103	Elementary Business Mathematics	Fundamental	10
GST 04101	English Communication Skills	Fundamental	10
PST 04105	Elementary Commercial Knowledge	Fundamental	10
GST 04103	Life Skills	Fundamental	15
Total Credits			**69**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
PST 04206	Storekeeping	Core	12
GST 04201	Entrepreneurship skills	Fundamental	10
PST 04209	Basic Computer Skills	Fundamental	12
PST 04210	Bookkeeping	Fundamental	10
PST 04211	Field Practical Training	Fundamental	09
Total Credits			**53**

16.1.18 Technician Certificate in Procurement and Supply (TC.PRO) NTA Level 5

a) Objectives of the Programme

i) To provide knowledge, skills and values needed in the Procurement and Supply field.

ii) To provide entrepreneurial skills necessary for understanding and establishing small multifarious business.

iii) To enable graduates to communicate effectively in the day-to- day endeavours.

iv) To enable the learners to advance in the Ordinary Diploma in Procurement and Supply (NTA Level 6).

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
PST 05101	Store Administration	Core	15
PST 05102	Procurement Principles	Core	14
PST 05103	Principles of Marketing	Fundamental	10
PST 05104	Business Mathematics	Fundamental	10
GST 05101	Business Communication Skills	Fundamental	08
Total Credits			**57**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
PST 05206	Inventory Control	Core	14
PST 05207	Law of Contract	Core	14
PST 05208	Introduction to ICT	Fundamental	10
PST 05209	Introduction to Accounting and Costing	Fundamental	10
PST 05210	Fundamentals of Logistics	Fundamental	10
PST 05211	Field Practical Training	Core	10
Total Credits			**68**

16.1.19 Ordinary Diploma in Procurement and Supply (OD.PRO) NTA Level 6

a) Objectives of the Programme

i) To provide a learning pathway for those wishing to proceed to higher education level.

ii) To provide knowledge, skills and values needed in the Procurement and Supply field.

iii) To provide entrepreneurial skills necessary for understanding and establishing small multifarious business.

iv) To enable graduates to communicate effectively in the day-to- day endeavours

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
PST 06101	Warehouse Management	Core	15
GST 06101	Action Research	Fundamental	10
PST 06102	International Procurement	Core	10
PST 06104	Principles of Economics	Fundamental	10
PST 06111	Principles of Management	Fundamental	10
PST 06109	Financial Management	Fundamental	10
Total Credits			**65**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 06201	Small Business Management	Fundamental	10
PST 06206	Public Procurement	Core	10
PST 06207	Element of Strategic Management	Fundamental	10
PST 06211	Electronic Procurement	Core	15
PST 06212	Fundamental of Supply Chain Management	Core	15
Total Credits			**60**

16.1.20 Higher Diploma in Procurement and Supply Chain Management (HD. PSM) NTA Level 7

a) Objectives of the Programme

i) To produce innovative, creative and skilled graduates in area of Procurement and Supply Chain Management.

ii) To facilitate development of interest for different Supply Chain areas to supporting business performance, their roles and responsibility.

iii) To provide fundamental expertise, knowledge and skills for occupations in Procurement and Supply Chain.

iv) To provide a range of personal, interpersonal and trade specific skills sufficient to equip students with skills necessary for effective functioning at their expected level.

v) To stimulate student interest in learning and applying procurement principles application, motivation in pursuance of further knowledge and professional development.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EPU 07101	Introduction to Procurement and Supply Chain Management	Core	15
EPU 07102	Business Mathematics	Core	15
EPU 07103	Management Information Systems	Core	11
EPU 07104	Study Skills and Business Communication	Fundamental	11
EPU 07105	Business Economics	Fundamental	11
Total Credits			**63**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EPU 07201	Business Law	Core	15
EPU 07202	Stores and Warehouse Management	Core	15
EPU 07203	Business Statistics	Fundamental	11
EPU 07204	Principles of Management and Organisation Behaviour	Fundamental	11
PSU 07204	Development Studies	Fundamental	11
LEU 07208	Ethics and Leadership in Business	Fundamental	08
Total Credits			**71**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EPU 07301	Procurement Negotiation Skills	Core	15
EPU 07302	Physical Asset Management	Core	15
EPU 07303	Managerial Economics	Fundamental	11
EPU 07304	Operation research	Fundamental	11

EPU 07305	Entrepreneurship and Small Business Management	Fundamental	11
Total Credits			**63**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EPU 07401	Procurement in Public Sector	Core	15
EPU 07402	Inventory Management	Core	15
EPU 07403	Human Resource Management	Fundamental	11
EPU 07404	Basic Financial Accounting	Fundamental	11
EPU 07405	Fundamentals of Business Research	Fundamental	11
EPU 07407	Field Work attachment	Core	15
Total Credits			**78**

16.1.21 Bachelor Degree in Procurement and Supply Chain Management (BD. PSM) NTA Level 8

a) Objectives of the Programme

i) To provide experience and knowledge of advanced principles, skills and expertise in Procurement and Supply Chain Management that will give the strong confidence for graduate's career excellence.

ii) To facilitate development of interest for different Procurement and Supply Chain areas supporting business performance, their roles and responsibilities.

iii) To provide fundamental expertise, knowledge and skills for occupations in Procurement and Supply Chain Management

iv) To provide a range of personal, interpersonal and trade specific skills sufficient to equip students with skills necessary for effective functioning at their expected level.

v) To stimulate student interest in learning and applying procurement principles application, motivation in pursuance of further knowledge and professional development.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EPU 08101	Freight Forwarding	Core	12
EPU 08102	Logistics Management	Core	12
EPU 08103	Productions and Operations Management	Fundamental	12
EPU 08104	Strategic Procurement Management	Core	12
EPU 08105	E-Procurement and Networking	Core	09
EPU 08106	Marketing Management	Fundamental	09
Total Credits			**66**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EPU 08201	Procurement and Supplies Audit	Core	12
EPU 08202	Supply Chain Management	Core	12
EPU 08203	Procurement Contracts	Core	12
EPU 08204	International Procurement Management	Core	12
EPU 08205	Consultancy and Case Study	Core	09
LEU 08210	Leadership in Foreign Relations and Diplomacy	Fundamental	08
Total Credits			**65**

16.1.22 Basic Technician Certificate in Youth Work (BTC.YW) NTA Level 4

a) Objectives of the programme

i) To equip students with the necessary skills in Youth Leadership.
ii) To provide students with a general knowledge of Youth Work in a developing nation.
iii) To equip students with psychological, managerial, administrative, communicative, cultural articulation and promotion of skills unique to their attributes in managing social, economic and political activities.
iv) To equip students with attributes of mobilization and organization.
v) To enable students become active participants in the political, social and economic life of their country.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
YWT 04101	Introduction to Youth behaviours and Youth Problems	Core	8
EST 04102	Principles of Book-Keeping	Fundamental	8
GST 04103	Basic Communication Skills	Fundamental	4
EST 04103	Fundamentals of Cooperative Development	Fundamental	5
EST 04104	Basics of Computer Application	Fundamental	6
YWT 04104	Basic Social Science Research	Core	5
EST 04105	Fundamentals of Population and Development	Fundamental	6
YWT 04105	Elements of Leadership and ethics	Core	8
LET 04103	Foundation of Governance Principles	Core	11
Total Credits			**61**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
SST 04202	Basic Principles of Management	Fundamental	4
YWT04205	Youth Psychology	Core	6

YWT04206	Entrepreneurship and Self Employment	Core	8
YWT04207	Guidance and Counselling	Core	6
YWT04208	Youth and Gender Issues	Core	6
GST 04209	Basics of Politics and Political Parties	Fundamental	8
YWT04210	Basics of Social Work	Core	6
YWT04211	Field Attachment Training	Core	18
Total Credits			**62**

16.1.23 Technician Certificate in Youth Work (TC. YW) NTA Level 5

a) Objectives of the Programme

i) To equip students with the necessary skills in Youth Work Practice Studies and work as a profession.

ii) To equip students with psychology, life skills, case management, managerial, administrative, communicative, cultural articulation and promotion of skills unique to their attributes in managing social, economic, and political activities.

iii) To enhance and strengthen students' competencies in designing, developing, and implementing youth development programme in their places of employment.

iv) To prepare technician youth workers, who, under minimum supervision, can attend to problems facing youth and groups in the community.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
YWT 05101	Fundamentals of Youth Development Work	Core	08
YWT 05102	Elementary Accounting	Core	07
YWT 05103	Basic Communication Skills	Core	07
YWT 05104	Fundamentals of Youth Psychology	Core	08
YWT 05105	Development Studies	Core	07
YWT 05106	Juvenile Delinquency and Prevention	Core	08
YWT 05107	Basics of Gender Studies	Fundamental	06
YWT 05108	Community Development	Fundamental	06
YWT 05109	Fundamental of Child and Youth Care Work	Core	07
YWT 05110	Field Work Practice	Core	09
Total Credits			**73**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
YWT 05211	Youth Governance and Participation	Core	07
YWT 05212	Basic of Information and Communication Technology	Core	07
YWT 05213	Cross Cutting Issues in Youth Development	Core	07
YWT 05214	Basics of Economics and development	Core	07
YWT 05215	Youth Work Project	Core	07
YWT 05216	Cooperative Development	Fundamental	06
YWT 05217	Health and Youth Development	Core	07
LET 05208	Participatory Planning in Leadership	Core	10
Total Credits			**58**

16.1.24 Ordinary Diploma in Youth Work (OD. YW) NTA Level 6

a) Objectives of the Programme

i) To equip students with the necessary skills in Youth Development Studies and work as a profession.

ii) To equip students with psychology, life skills, case management, administrative, communicative, cultural articulation, and promotion of skills unique to their attributes in managing social, economic and political activities.

iii) To enhance and strengthen students' competencies to design, develop, and implement youth development programmes in their places of employment.

iv) To prepare technician youth workers, who under minimum supervision, can engage in attending problems facing youth and groups in the community.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
YWT 06101	Case Management		08
YWT 06102	Entrepreneurship and Development	Core	09
YWT 06103	Youth and Sexuality	Core	08
YWT 06104	Ethics in Youth Work Practice	Core	09
YWT 06105	Ethics and Leadership	Core	08
YWT 06108	Project Management for Youth Development	Fundamental	09

YWT 06106	Population and Development	Fundamental	08
YWT 06107	Sociology of Youth	Fundamental	08
LET 06105	Principles of Human Rights	Core	11
Total Credits			**78**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
YWT 06209	Youth Advocacy	Core	08
YWT 06210	Organization Behaviour	Fundamental	08
YWT 06211	Field Attachment Training	Core	09
YWT 06212	Guidance and Counselling	Core	08
YWT 06213	Life Skills	Core	08
YWT 06214	Youth and Information	Fundamental	08
YWT 06215	Mass Communication	Fundamental	08
Total Credits			**57**

16.1.25 Basic Technician Certificate in Gender and Development (BTC.GD) NTA Level 4

c) Objectives of the programme

i) Provide knowledge, skills and values needed in the field of Gender and Development;

ii) To equip students with relevant tools of analysis in order to enable them to understand the Gender and Development of Tanzania society within the broader environment of the international community;

iii) To enable students to interpret Government policies and their implications in economic, political and social terms;

iv) To enable students relate theory and practice of Gender and Development in the developing countries; and

v) Enable graduates to communicate effectively in their day-to-day endeavours.

d) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GDT 04101	Basic concepts in gender and development	Fundamental	11
GDT 04102	Social construction of gender	Core	09
GDT 04104	Basic Communication Skills	Fundamental	09
GDT 04105	Elements of Computer Application	Fundamental	09
GDT 04103	Gender and Development	Core	11
Total Credits			**49**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
GDT 04205	Visualization and Triple-A Approach in Animation and Participatory Learning	Core	11
GDT 04206	Basics of Lobbying and Advocacy for Gender Transformation	Core	11
GDT 04207	Coalition building for Feminist Movement	Core	11
GDT 04208	Basics of Movement Building Practices	Core	11
LET 04209	Fundamentals of Ethical Leadership	Fundamental	11
LET 04207	Elements of Human Rights	Core	11
GDU 04209	Field Attachment Training	Core	13
Total Credits			**79**

16.1.26 Technician Certificate in Gender Issues and Development (TC.GID) NTA Level 5

a) Objectives of the programme

i) To equip students with the necessary skills in Gender and Development studies.

ii) To provide students with a general knowledge of Gender issues in a developing country.

iii) To equip students with psychological, managerial, administrative, communicative, cultural articulation and promotion of skills unique to their attributes in managing social, economic and political activities.

iv) To equip students with attributes of mobilization and organization.

v) To enable students become active participants in the political, social and economic life of their country.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 05101	Basics of Gender Studies	Core	07
GST 05103	Gender and State	Core	07
SST 05104	Social Science Research	Core	07
GST 05104	Gender Analysis Tools	Core	07
GST 05105	Basics of Economics and Development	Core	07
SST 05108	Development Studies	Core	07
EDT 05113	English Structure	Core	07
EST 05102	Introduction to Accounting	Core	08
LET 05105	Ethics in Leadership	Fundamental	12
Total Credits			**69**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 05202	Community Development	Core	06
GST 05206	Introduction to Gender Psychology	Core	07

EST 05207	Introduction to Computer Application	Core	08
GST 05207	Introduction to Social Development	Core	07
GST 05209	Gender and Politics	Core	07
EDT 05214	Communication Skills	Core	07
GST 05210	Research Methods	Core	07
EDT 05223	Psychology	Elective	06
GST 05208	Mass Communication	Elective	06
Total Credits			**61**

16.1.27 Ordinary Diploma in Gender Issues and Development (OD.GID) NTA LEVEL 6

a) Objectives of the programme

i) To equip students with the necessary skills in Gender and Development studies.

ii) To provide students with a general knowledge of Gender and development in a developing country.

iii) To equip students with psychological, managerial, administrative, communicative, cultural articulation and promotion of skills unique to their attributes in managing social, economic and political activities.

iv) To equip students with attributes of mobilization and organization.

v) To enable students become active participants in their country's political, social and economic life.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 06101	Gender Issues Perspectives	Core	11
GST 06110	Entrepreneurship and development	Fundamental	09
GST 06102	Principles of Business Communication	Fundamental	09
LET 06105	Principles of Human Rights	Core	11
GST 06104	Basics of Sociology	Core	08
GST 06107	Environmental Issues and Development (option)	Fundamental	08
GST 06109	International Relation (option)	Fundamental	08
Total Credits			**56**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 06213	Gender Issues in Economic and Social Development	Core	12
GST 06212	Project Planning and Management	Core	09
GST 06204	Research Report	Core	08
GST 06203	Business Communication	Fundamental	08
GST 06211	Human Rights	Fundamental	08

GST 06208	Health and Development (option)	Fundamental	08
GST 06206	Population issues and Development (option)	Fundamental	08
GST 06215	Organizational Behaviour (option)	Fundamental	08
LET 06207	Leadership Ethics for Good Governance	Fundamental	12
Total Credits			**65**

16.1.28 Higher Diploma in Gender and Development (HD.GD) NTA Level 7

a) Objectives of the programme

i) To provide students with an in-depth knowledge and understanding on gender issues related to social, economic and political development.

ii) To develop students' skills in research, computer application and other professional subject's relevant graduates' future careers.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GDU 07101	Gender and Development	Core	12
ESU 07101	Introduction to Computer Application	Core	09
GDU 07102	Feminist and Gender Theories	Core	13
GDU 07111	Principles of Community Development	Core	09
EDU 07106	Communication Skills	Core	09
GDU 07101	Gender and Development	Core	12
GDU 07103	Childhood and Child Rights	Core	10
LEU 07102	Principles of Ethical Leadership	Core	12
Total Credits			**86**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
PSU 07204	Development Studies	Fundamental	09
GDU 07205	Gender access to Education	Core	15
GDU 07206	Gender Analysis Models	Core	12
GDU 07207	Management of Human Resource	Core	10
GDU 07208	Employee and Labour Relations	Core	09
GDU 07209	Gender participation in Leadership	Core	12
Total Credits			**67**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
GDU 07311	Gender Mainstreaming	Core	10
GDU 07312	Development Economics	Fundamental	10
GDU 07308	Food Security and Society	Fundamental	10
GDU 07313	Social Security and Protection	Core	10

EDU 07327	Business Communication	Fundamental	07
PSU 07305	Introduction to Research	Core	09
Total Credits			**56**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
GDU 07412	Environment and Development	Option	09
GDU 07413	Gender and Poverty	Fundamental	10
GDU 07414	Gender Resource Mobilization and Planning	Option	09
ESU 07415	Project Planning and Management	Core	11
GDU 07415	Gender, Culture and Organizational Change	Core	11
PSU 07407	Research Methodology	Fundamental	12
Total Credits			**62**

16.1.29 Bachelor Degree in Gender and Development (BD.GD) NTA Level 8

a) Objectives of the programme

i) To provide students with an in-depth knowledge and understanding on gender issues related to social, economic and political development.

ii) To develop students' skills in research, computer application and other professional subjects relevant to future careers of graduates.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GDU 08101	Human Rights Issues	Core	09
GDU 08102	Social Policy and Planning	Core	07
GDU 08103	Gender Policy and Budgeting	Core	09
GDU 08104	Rural Sociology	Core	07
GDU 08105	Gender Issues in Health	Core	09
PSU 08106	Field Attachment	Core	10
GDU 08107	Population and Development	Fundamental	07
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			**64**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
GDU 08208	Leadership and Development	Fundamental	08
GDU 08209	Gender Issues in Family	Core	09
PSU 08210	Dissertation	Core	10
GDU 08211	Entrepreneurship	Core	09
GDU 08212	Guidance and Counselling	Core	11

GDU 08213	Social Conflicts and Resolutions	Core	08
GDU 08214	Natural Resource Management	Fundamental	07
LEU 08207	Leadership Professionalism and Development	Fundamental	8
Total Credits			**70**

16.1.30 Basic Technician Certificate in Community Development (BTC.COD) NTA LEVEL 4

a) Objectives of the programme

i) To equip students with basic knowledge and skills in community development vested with facilitation approaches and strategies.

ii) To facilitate training by using alternative paths and flexible scheduling of learning activities to enable learners become more responsible for their own learning taking into account their individual differences in learning.

iii) To enable graduates to apply effectively the acquired basic knowledge, skills and understating in a dynamic and ever-changing society.

iv) To enable graduates to cherish the role of ethics of community development work;

v) To facilitate more efficient educational exchange between trainers and trainee

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CDT 04101	Applied ICT	Fundamental	08
CDT 04102	Basic communication Skills	Fundamental	06
CDT 04103	Civic Education	Core	07
CDT 04104	Community Development Principles and Approaches	Core	06
CDT 04105	Elementary bookkeeping	Core	06
CDT 04106	Environmental Management	Core	06
CDT 04107	Human Development	Core	05
CDT 04108	Introduction to Community Development	Core	08
CDT 04109	Sociology	Core	08
Total Credits			**60**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
CDT 04210	Field Practical Training	Core	19
CDT 04211	Basic entrepreneurship	Core	06
CDT 04212	Community Capacity Development Skills	Core	08
CDT 04213	Community Health	Core	06

CDT 04214	Food Security and Nutrition	Fundamental	04
CDT 04215	Introduction to Gender and Development	Core	06
CDT 04216	Introduction to Micro economics	Fundamental	04
CDT 04217	Record Keeping for Community Development	Fundamental	04
Total Credits			**57**

16.1.31 Technician Certificate in Community Development (TC.COD) NTA Level 5

a) Objective of the Programmes

i) To equip students with basic knowledge and skills in community development vested with facilitation approaches and strategies;

ii) To facilitate training by using alternative paths and flexible scheduling of learning activities to enable learners become more responsible for their own learning taking into account their individual differences in learning.

iii) To enable graduates to apply the acquired basic knowledge, skills and understanding effectively in a dynamic and ever-changing society.

iv) To enable graduates to cherish the role of ethics of community development work; and facilitate more efficient educational exchange between trainers and trainees.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CDT 05101	Applied Communication Skills	Core	07
CDT 05102	Community Development Theory and Practice	Core	09
CDT 05103	Community Mobilization and Engagement skills	Core	08
CDT 05104	Applied Entrepreneurship	Core	06
CDT 05105	Gender and Development	Core	07
CDT 05106	Introduction to Adult Learning	Fundamental	04
CDT 05107	Introduction to Law	Core	08
CDT 05108	Community Psychology	Core	07
CDT 05109	Social Planning Skills	Fundamental	03
Total Credits			**59**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
CDT 05210	Lobbying and Advocacy for Community Change	Core	09
CDT 05211	Community Leadership Skills	Core	08
CDT 05212	Community Participation Skills	Core	08

CDT 05213	Conflict management Skills	Core	06
CDT 05214	Field Practical Training	Core	18
CDT 05215	Microfinance for Community Development	Fundamental	05
CDT 05216	Basics of Project Planning and Management	core	07
Total Credits			**61**

16.1.32 Ordinary Diploma in Community Development (OD.COD) - NTA Level 6

a) Objective of the Programmes

i) To equip students with basic knowledge and skills in community development vested with facilitation approaches and strategies.

ii) To facilitate training by using alternative paths and flexible scheduling of learning activities to enable learners become more responsible for their own learning taking into account their individual differences in learning.

iii) To enable graduates to apply the acquired basic knowledge, skills and understanding effectively in a dynamic and ever-changing society.

iv) To enable graduates to cherish the role of ethics of community development work and facilitate more efficient educational exchange between trainers and trainees.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CDT 06101	Management of Civil Society Organizations	Core	08
CDT 06102	Adult Learning	Core	10
CDT 06103	Accountancy	Fundamental	09
CDT 06104	Research Methodology	Core	12
CDT 06105	Statistics	Fundamental	08
CDT 06106	Project Planning and Management	Fundamental	12
Total Credits			**59**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
CDT 06207	Field Research Practice	Core	18
CDT 06208	Development Policy	Core	09
CDT 06209	Community leadership and Administration	Core	06
CDT 06210	Introduction to Administrative Law	Fundamental	12
CDT 06211	Demography	Fundamental	08
CDT 06212	Participatory Planning	Core	12
Total Credits			**65**

16.1.33 Basic Technician Certificate in Information and Communication Technology (BTC.ICT) NTA LEVEL 4

a) Objectives of the Programme

i) To prepare a person who is able to use computer operations and packages to perform simple works.

ii) To prepare a person who is able to provide internet services and perform computer installations and configurations.

iii) To prepare a person who can maintain and repair computer hardware, software and peripherals.

iv) To prepare a person who can assist in performing computer networking and apply computer skills for communications, customer care and entrepreneurship activities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 04101	English Communication Skills	Fundamental	10
GST 04102	Basic Computer Skills	Core	15
GST 04103	Life Skills	Fundamental	15
ITT 04102	Software Installation, Troubleshooting and Maintenance	Core	10
ITT 04103	Essentials of Computing Mathematics	Fundamental	06
ITT 04106	Basic Electricity and Electronics	Fundamental	06
Total Credits			**62**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ITT 04201	Hardware Installation, Troubleshooting and Maintenance	Core	12
ITT 04202	Networking Basics	Core	12
ITT 04203	Customer Care	Fundamental	07
ITT 04204	Web Technology Basics	Core	12
GST 04201	Entrepreneurship Skills	Fundamental	10
ITT 04206	Field Practical Training	Core	10
Total Credits			**63**

16.1.34 Technician Certificate in Information and Communication Technology (TC.ICT) NTA Level 5

a) Objectives of the Programme

i) To prepare a person who is able to install service and maintain computer software and develop a simple information system.

ii) To prepare a person who is able to install service, maintain and repair computer hardware.

iii) To prepare a person who is able to design and configure simple Local Area Network (LAN).

iv) To prepare a person who is able to form a team. Assign duties, monitor progress, manage customers; and identify business opportunities and create simple business plans.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 05101	Business Communication Skills	Fundamental	08
ITT 05101	Operating System	Core	14
ITT 05102	Computer Maintenance and Repair	Core	14
ITT 05106	Computing Mathematics	Fundamental	11
ITT 05108	Introduction to Programming	Core	12
Total Credits			**59**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ITT 05202	Server Maintenance and Repair	Core	12
ITT 05205	Introduction to Supervisory Skills	Fundamental	08
ITT 05206	Computer Applications	Core	12
ITT 05207	Industrial Practical Training	Core	10
ITT 05208	Computer Networking	Core	09
ITT 05209	Introduction to Internet Programming	Core	10
Total Credits			**52**

16.1.35 Ordinary Diploma in Information and Communication Technology (OD. ICT) NTA Level 6

a) Objectives of the Programme

i) To prepare a person who can use computer operations and packages to solve IT problems

ii) To prepare a person who is able to Design and develop simple information system.

iii) To prepare a person who is able to design and develop simple web based applications

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 06101	Action Research	Core	10
ITT 06102	Object Oriented Programming	Core	10
ITT 06103	System Analysis and Design	Core	08
ITT 06105	Project Proposal Development	Core	10
ITT 06106	Mobile Application Development	Core	10
ITT 06107	Multi-user Relational Database	Core	08
Total Credits			**56**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
GST 06201	Small Business Development	Fundamental	10
ITT 06202	Information System Development	Core	12
ITT 06203	ICT for Development	Core	12
ITT 06204	Wide Area Networking	Core	12
ITT 06206	Systems Administration and Security	Fundamental	12
ITT 06205	Project	Core	10
Total Credits			**68**

16.1.36 Basic Technician Certificate in Human Resource Management (BTC.HRM) NTA Level 4

a) Objectives of the Programme

i) To enable students to acquire the required competencies for better results for the organization in which they will work. These competencies are skills, attitudes, knowledge and wider attributes.

ii) To facilitate training in consideration of individual learning differences by using alternative paths and flexible scheduling of learning activities and also to help learners to be more inquisitive, reflective and understanding.

iii) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management process.

iv) To prepare human resource workers who are competent in the application of knowledge and skills in the context of human resource issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
HRT 04101	Basics of Human Resource Management	Core	14
HRT 04102	Basic Principles of Management	Core	14
HRT 04103	Basic Communication Skills	Fundamental	09
HRT 04104	Basic Computer Applications	Fundamental	08
HRT 04105	Public Relations and Customer Care	Fundamental	14
Total Credits			**59**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
HRT 04201	Basics of Leadership and Ethics	Core	14
HRT 04202	Organization Behaviour	Core	14
HRT 04203	Basics of Entrepreneurship	Fundamental	09
HRT 04204	Fundamentals of Labour Law	Core	14
HRT 04205	Field Practical Training	Core	10
Total Credits			**61**

16.1.37 Technician Certificate in Human Resource Management (TC.HRM) (NTA Level 5)

a) Objective s of the Programme

i) To enable students to acquire the required competencies for better results for the organization in which they will happen to work. These skills are attitudes, knowledge, and wider attributes.

ii) To facilitate training in consideration of individual learning differences by using alternative paths and flexible scheduling of learning activities and also to help learners to be more inquisitive, reflective and understanding.

iii) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management process.

iv) To prepare human resource workers who are competent in the application of knowledge and skills in the context of human resource issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
HRT 05101	Human Resource Management	Core	14
HRT 05102	Basic Principles of Management	Core	12
HRT 05103	Office Organization and Records Management	Core	10
HRT 05104	Communication Skills	Fundamental	10
HRT 05105	Information and Communication Technology	Fundamental	08
Total Credits			**54**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
HRT 05201	Basic Principles of Leadership and Ethics	Core	12
HRT 05202	Entrepreneurship and Small Business Management	Fundamental	10
HRT 05203	Public Relations	Fundamental	10
HRT 05204	Supervisory Skills	Core	12
HRT 05205	Development Studies	Fundamental	12
HRT 05206	Field Practical Training	Core	10
Total Credits			**66**

16.1.38 Ordinary Diploma in Human Resource Management (OD.HRM) NTA Level 6

a) Objectives of the Programme

i) To enable students to acquire the required competencies for better results for the organization in which they will happen to be. These competencies are skills, attitudes, knowledge and wider attributes.

ii) To facilitate training in consideration of individual learning differences by using alternative paths and flexible scheduling of learning activities

and also to help learners to be more inquisitive, reflective and understanding.

iii) To enable graduates to identify, integrate and apply a body of knowledge and techniques in the management process.

iv) To prepare human resource workers who are competent in applying knowledge and skills in the context of human resource issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
HRT 06101	Management and Supervisory Skills	Core	10
HRT 06102	Human Resource Planning	Core	12
HRT 06103	Principles of Customer Care	Fundamental	10
HRT 06104	Human Resource Information Systems	Core	10
HRT 06105	Research Methodology	Fundamental	08
HRT 06106	Recruitment and selection	Core	12
Total Credits			**62**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
HRT 06201	Labour Laws	Core	12
HRT 06202	Staff Motivation	Core	12
HRT 06203	Training and Development	Core	12
HRT 06204	Organisation Behaviour	Core	10
HRT 06206	Field Practical Training	Core	10
LET 06207	Leadership Ethics for Good Governance	Core	12
Total Credits			**68**

16.1.39 Higher Diploma in Human Resource Management (HD.HRM) NTA Level 7

a) Objectives of the programme

i) To enable students to acquire the required competencies for better results for the organization in which they will happen to be, and these competencies are skills, attitudes, knowledge and wider attributes.

ii) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management process.

iii) To prepare human resource workers who are competent in the application of knowledge and skills in operational areas in the context of human resource issues with substantial personal responsibilities.

iv) To produce qualified and competent human resource practitioners who are prepared to take a new role in Tanzania's modern business organizations and globally.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07112	Communication Skills	Fundamental	14
HRU 07102	Principles of Human Resource Management	Core	10
HRU 07103	Information and Communication Technology	Fundamental	10
HRU 07104	Organization Behaviour	Core	11
HRU 07105	Corporate Governance and Ethics	Core	10
HRU 07106	Human Resource Planning	Core	10
Total Credits			**59**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
HRU 07201	Staffing and Employee Selection	Core	12
HRU 07202	Reward System and Performance Management	Core	11
HRU 07203	Human Resource Information System	Core	10
HRU 07205	Principles of Entrepreneurship	Fundamental	09
HRU 07206	Principles of Management	Core	10
HRU 07204	Public Financial Management	Fundamental	09
Total Credits			**61**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
HRU 07301	Public Relations and Customer Care	Fundamental	10
HRU 07302	Leadership for Organizational Success	Core	10
HRU 07303	Principles of Labour Economics	Core	10
HRU 07304	Labour Relations	Core	10
HRU 07305	Managing Business Organizations	Core	10
HRU 07306	International Human Resource Management	Core	10
Total Credits			**60**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
HRU 07401	Principles of Good Governance	Fundamental	11
HRU 07402	Gender Perspectives in Management	Fundamental	08
HRU 07403	Research Methodology	Fundamental	12
HRU 07404	Labour Laws	Core	11
HRU 07405	Public Financial Management	Fundamental	09
HRU 07406	Field Practical Training	Fundamental	10
Total Credits			**61**

16.1.40 Bachelor Degree in Human Resource Management (BD. HRM) NTA Level 8

a) Objectives of the programme

i) To enable students to acquire the required competencies for better results for the organization in which they will happen to be, and these are skills, attitudes, knowledge and wider attributes.

ii) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management process

iii) To prepare human resource workers who are competent in the application of knowledge and skills in operational areas in the context of human resource issues with substantial personal responsibilities.

iv) To produce qualified and competent human resource practitioners who are prepared to take a new role in Tanzania's modern business organizations and globally.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
HRU 08101	Organization Development and Change	Fundamental	10
HRU 08102	Workplace Health and Safety	Core	09
HRU 08103	Human Resource Policy Development	Core	10
HRU 08104	Career Planning and Talent Management	Core	10
HRU 08105	Principles of Administrative Law	Fundamental	10
HRU 08106	Strategic Human Resource Management	Core	11
Total Credits			**60**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
HRU 08207	Public Policy	Fundamental	08
HRU 08208	Risk Management	Fundamental	07
HRU 08209	Conflict Management in Organizations	Core	10
HRU 08210	Human Resource Development	Core	08
HRU 08211	Staff Motivation	Core	10
HRU 08212	Research Project	Fundamental	10
LEU 08209	Ethics in Management	Core	12
Total Credits			**65**

16.2 Faculty of Education

The Faculty of Education offers courses that are crosscutting across the Faculties of Arts and Social Sciences and the Faculty of Leadership and Management Sciences.

16.3 Faculty of Arts and Social Sciences

16.3.1 Higher Diploma of Education in Kiswahili and English Language (HD. EKE) NTA Level 7

a) Objectives of the Programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in the teaching and learning process.

iii) To enable students to strengthen and be proficient in language, four skills of reading, speaking, writing and listening.

iv) To avail students with various approaches of language skills acquisition and how they can be applied in teaching and learning.

v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Kiswahili and English Language subjects, to help them develop a more positive attitude and readiness towards teaching Kiswahili and English Language in Secondary Schools and Teachers' Colleges.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07101	Principles of Education	Core	08
ESU 07101	Information and Communication Technology	Fundamental	08
EDU 07112	Communication Skills	Fundamental	08
EDU 07114	Study of Language	Core	08
EDU 07120	Origin and development of Language and Literature	Core	08
EDU 07123	Utangulizi wa Fasihi ya Kiswahili	Core	08
EDU 07125	Lugha na Isimu	Core	08
LEU 07102	Principles of Ethical Leadership	Core	12
Total Credits			**68**

Semester Two			
EDU 07208	English Language Facilitation Methods	Core	08

EDU 07209	Mbinu za Ufundishaji Somo la Kiswahili	Core	08
EDU 07210	Teaching Practice I	Core	08
PSU 07204	Development Studies	Fundamental	08
EDU 07211	Phonetics and English Phonology	Core	08
EDU 07217	English Language Skills	Core	08
EDU 07225	Nadharia ya Fasihi na Uhakiki	Core	08
EDU 07231	Fonolojia ya Kiswahili	Core	08
Total Credits			**64**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07302	Sociology of Education	Core	08
EDU 07303	Education Psychology	Core	08
EDU 07307	Education Media and Technology	Core	08
EDU 07319	English Semantics	Core	08
EDU 07321	English Morphology	Core	08
EDU 07329	Mofolojia ya Kiswahili	Core	08
EDU 07325	African Literature	Core	08
EDU 07326	Riwaya ya Kiswahili	Core	08
EDU 07331	Tamthilia ya Kiswahili	Core	08
Total Credits			**72**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07404	Guidance, Counselling and Special Needs Education	Core	08
EDU 07405	Curriculum Development and Teaching	Core	08
EDU 07406	Educational Research	Core	08
EDU 07417	English Structure	Core	08
EDU 07430	Teaching practice II	Core	08
EDU 07431	Ushairi wa Kiswahili	Core	08
Total Credits			**48**

16.3.2 Bachelor Degree of Education in Kiswahili and English Language (BD. EKE) NTA Level 8

a) Objectives of a Programme

i) To prepare students understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students strengthen, elaborate and be proficiency in four

language skills of reading, speaking, writing and listening.

iv) To avail students to various approaches and skills in Kiswahili and how they can be applied to teaching and learning.

v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Kiswahili and English Languages subjects, to help them develop a more positive attitude and readiness towards teaching Kiswahili and English Languages in Secondary Schools and Teachers' Colleges.

vii) To enable students to understand various cross cutting issues and their implication in education industry.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08101	Philosophy of Education	Core	10
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	10
EDU 08104	Human Development and School Learning	Core	10
EDU 08116	History and Variation of English Language	Core	06
EDU 08117	Genres of Literature	Core	06
EDU 08119	Nadharia ya Sintaksia na Uchanganuzi wa Kiswahili	Core	07
EDU 08122	Gender Issues in Education (Elective)	Fundamental	06
EDU 08124	Entrepreneurship Education (Elective)	Fundamental	06
EDU 08125	Uandishi wa kubuni	Core	07
LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
Total Credits			**76**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08203	Administrative and Organizational Behaviour in Education	Core	10
EDU 08205	Management of Education and School Administration	Core	10
EDU 08229	Tafsiri na Ukalimani: Nadharia na Vitendo	Elective	07
EDU 08218	Translation Theories and Analysis	Core	07
EDU 08227	Second Language Learning	Core	07
EDU 08223	Environmental Education (Elective)	Fundamental	06
EDU 08225	Population and Family Life Education (Elective)	Fundamental	06
EDU 08226	Semantiki na Pragmatiki ya Kiswahili	Core	07
Total Credits			**60**

16.3.3 Higher Diploma of Education in Kiswahili and History (HD.EKH) NTA Level 7

a) Objectives of the programme:

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students to apply historical knowledge in understanding the past historical events and their implications to modern societies.

iv) To avail students to various skills in Kiswahili and how they can be applied to teaching and learning process.

v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Kiswahili and History subjects, to help them develop a more positive attitude and readiness towards teaching Kiswahili and History in Secondary Schools and Teachers' Colleges.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07101	Principles of Education	Core	08
ESU 07101	Information and Communication Technology	Fundamental	08
EDU 07112	Communication Skills	Fundamental	08
EDU 07131	Concepts and Perspectives in historical scholarship.	Core	08
EDU 07135	Themes in African History	Core	08
EDU 07123	Utangulizi wa Fasihi ya Kiswahili	Core	08
EDU 07125	Lugha na Isimu	Core	08
LEU 07102	Principles of Ethical Leadership	Core	12
Total Credits			**68**

S**emester Two**			
Module Code	**Module Name**	**Module Type**	**Credits**
PSU 07204	Development Studies	Fundamental	08
EDU 07232	World History up to 1500 AD	Core	08
EDU 07246	History Facilitation Methods	Core	08
EDU 07233	Capitalism and Imperialism in World History	Core	08
EDU 07231	Fonolojia ya Kiswahili	Core	08
EDU 07225	Nadharia za Fasihi na Uhakiki	Core	08
EDU 07209	Mbinu za Ufundishaji Somo la Kiswahili	Core	08
EDU 07210	Teaching Practice I	Core	08
Total Credits			**64**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07302	Sociology of Education	Core	08
EDU 07303	Education Psychology	Core	08
EDU 07307	Education Media and Technology	Core	08
EDU 07334	Philosophies and Methodologies of History	Core	08
EDU 07335	History of Chinese Industrialization	Core	08
EDU 07336	Neo-Colonialism and Revolutionary Movements	Core	08
EDU 07329	Mofolojia ya Kiswahili	Core	08
EDU 07331	Tamthiliya ya Kiswahili	Core	08
EDU 07326	Riwaya ya Kiswahili	Core	08
Total Credits			**72**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07404	Guidance, Counselling and Special Needs Education	Core	08
EDU 07405	Curriculum Development and Teaching	Core	08
EDU 07406	Educational Research	Core	08
EDU 07437	History of Health, Diseases and Healing in Africa.	Core	08
EDU 07438	World History of Science and Technology	Core	08
EDU 07431	Ushairi wa Kiswahili	Core	08
EDU 07430	Teaching Practice II	Core	08
Total Credits			**56**

16.3.4 Bachelor Degree of Education in Kiswahili and History (BD.EKH) NTA Level 8

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students strengthen, elaborate and be proficient in Kiswahili.

iv) To avail students to various approaches and skills in Kiswahili and how they can be applied to teaching and learning.

v) To analyse different syllabi, design and develop teaching and learning materials, to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Kiswahili and History subjects towards teaching.

vii) To enable students to understand various cross cutting issues and their implication in education industry.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08101	Philosophy of Education	Core	08
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	09
EDU 08104	Human Development and School Learning	Core	08
EDU 08106	History of Tanzania	Core	06
EDU 08107	History of East Africa	Core	06
EDU 08108	History of North Africa	Core	06
EDU 08119	Nadharia ya Sintaksia na Uchanganuzi wa Kiswahili	Core	07
EDU 08122	Gender Issues in Education (Elective)	Fundamental	06
EDU 08124	Entrepreneurship Education (Elective)	Fundamental	06
EDU 08125	Uandishi wa kubuni	Core	07
LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
	Total Credits		**77**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08203	Administrative and Organizational Behaviour in Education	Core	08
EDU 08205	Management of Education and School Administration	Core	09
EDU 08209	History of West Africa	Core	06
EDU 08210	History of South Africa	Core	06
EDU 08211	History of Central Africa	Core	06
EDU 08229	Tafsiri na Ukalimani: Nadharia na Vitendo	Core	07
EDU 08226	Semantiki na Pragmatiki ya Kiswahili	Core	07
EDU 08223	Environmental Education (Elective)	Fundamental	06
EDU 08225	Population and Family Life Education (Elective)	Fundamental	06
	Total Credits		**61**

16.3.5 Higher Diploma of Education in Geography and History (HD.EGH) NTA Level 7

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of

educational measurements, monitoring, assessment and evaluation of educational attainment.

iii) To enable students to apply historical knowledge in understanding the past historical events and their implications to modern societies.

iv) To enable students to understand various cross cutting issues and their implication in education industry.

v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Geography and History subjects, to help them develop a more positive attitude and readiness towards teaching in Geography and History in Secondary Schools and Teachers' Colleges.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07101	Principles of Education	Core	08
ESU 07101	Information and Communication Technology	Fundamental	07
EDU 07112	Communication Skills	Fundamental	07
EDU 07131	Concepts and Perspectives in historical scholarship.	Core	08
EDU 07135	Themes in African History	Core	08
EDU 07139	Fundamentals of Physical Geography	Core	08
EDU 07141	Climatology and Environmental Resources	Core	08
LEU 07102	Principles of Ethical Leadership	Core	12
Total Credits			**66**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07210	Teaching Practice I	Core	08
EDU 07204	Development Studies	Fundamental	07
EDU 07246	History Facilitation Methods	Core	07
EDU 07247	Geography Facilitation Methods	Core	07
EDU 07232	World History up to 1500 AD	Core	08
EDU 07233	Capitalism and Imperialism in World History	Core	08
EDU 07240	Spatial Organization	Core	08
EDU 07243	Soil Resources and Biogeography	Core	08
Total Credits			**61**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07303	Education Psychology	Core	08
EDU 07302	Sociology of Education	Core	08

EDU 07334	Philosophies and Methodologies of History	Core	08
EDU 07335	History of Chinese Industrialization	Core	08
EDU 07336	Neo-Colonialism and Revolutionary Movements	Core	08
EDU 07342	Geographic Techniques	Core	08
EDU 07343	Research Methods in Geography	Core	07
EDU 07307	Education media and Technology	Core	07
Total Credits			**62**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07404	Guidance, Counselling and Special Needs Education	Core	08
EDU 07405	Curriculum Development and Teaching	Core	08
EDU 07406	Educational Research	Core	08
EDU 07437	History of Health, Diseases and Healing in Africa.	Core	07
EDU 07438	World History of Science and Technology	Core	08
EDU 07444	Quantitative Techniques in Geography	Core	08
EDU 07445	Urban Systems	Core	08
EDU 07430	Teaching Practice II	Core	08
Total Credits			**63**

16.3.6 Bachelor Degree of Education in Geography and History (BD.EGH) NTA Level 8

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students to apply geographical skills in dealing with geographical phenomena and finding solutions to emerging geographical concerns in education context.

iv) To enable students to apply historical knowledge in understand the past historical events and their implications to modern societies.

v) To analyse different syllabi, design and develop teaching and learning materials, to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Geography and History subjects towards teaching Geography and History in Secondary Schools and Teachers' Colleges.

vii) To enable students to understand various cross cutting issues and their implication in education industry.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08101	Philosophy of Education	Core	07
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	07
EDU 08104	Human Development and School Learning	Core	07
EDU 08106	History of Tanzania	Core	06
EDU 08107	History of East Africa	Core	06
EDU 08108	History of North Africa	Core	06
EDU 08114	Natural Resource Management	Core	07
EDU 08115	Remote Sensing and GIS	Core	07
EDU 08113	Contemporary Geography of Africa	Core	07
EDU 08122	Gender Issues in Education (Elective)	Fundamental	06
EDU 08124	Entrepreneurship Education (Elective)	Fundamental	06
LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
Total Credits			**80**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08203	Administrative and Organizational Behaviour in Education	Core	07
EDU 08205	Management of Education and School Administration	Core	07
EDU 08209	History of West Africa	Core	06
EDU 08210	History of South Africa	Core	06
EDU 08211	History of Central Africa	Core	06
EDU 08212	Agriculture Systems and Food Security	Core	07
EDU 08213	Regional Planning in Tanzania	Core	07
EDU 08223	Environmental Education (Elective)	Fundamental	06
EDU 08225	Population and Family Life Education (Elective)	Fundamental	06
Total Credits			**58**

16.3.7 Higher Diploma of Education in History and English Language (HD.EHE) NTA Level 7

a) Objectives of the Programme

i) To prepare students to understand the fundamentals and concepts of education, types; traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students, to apply Historical knowledge in understanding the past historical events and their implications to modern societies.
iv) To avail students to various approaches of English language skills and how they can be applied to teaching and learning.
v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.
vi) To equip students with knowledge and fundamental skills in History and English Language subjects, to help them develop a more positive attitude and readiness towards teaching History and English Language in Secondary Schools and Teachers' Colleges.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07101	Principles of Education	Core	08
ESU 07101	Information and Communication Technology	Fundamental	08
EDU 07112	Communication Skills	Fundamental	08
EDU 07114	Study of Language	Core	08
EDU 07120	Origin and development of Language and Literature	Core	08
EDU 07131	Concepts and Perspectives in historical scholarship.	Core	08
EDU 07135	Themes in African History	Core	08
LEU 07102	Principles of Ethical Leadership	Core	12
	Total Credits		**68**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
PSU 07204	Development Studies	Fundamental	08
EDU 07208	English Language Facilitation Methods	Core	08
EDU 07211	Phonetics and English Phonology	Core	08
EDU 07246	History Facilitation Methods	Core	08
EDU 07217	English Language Skills	Core	08
EDU 07232	World History up to 1500 AD	Core	08
EDU 07233	Capitalism and Imperialism in World History	Core	08
EDU 07210	Teaching Practice I	Core	08
	Total Credits		**64**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07302	Sociology of Education	Core	08
EDU 07303	Education Psychology	Core	08
EDU 07307	Education Media and Technology	Core	08

EDU 07321	English Morphology	Core	08
EDU 07319	English Semantics	Core	08
EDU 07325	African Literature	Core	08
EDU 07334	Philosophies and Methodologies of History	Core	08
EDU 07335	History of Chinese Industrialization	Core	08
EDU 07336	Neo-Colonialism and Revolutionary Movements	Core	08
Total Credits			**72**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07404	Guidance, Counselling and Special Needs Education	Core	08
EDU 07405	Curriculum Development and Teaching	Core	08
EDU 07406	Educational Research	Core	08
EDU 07437	History of Health, Diseases and Healing in Africa.	Core	08
EDU 07438	World History of Science and Technology	Core	08
EDU 07417	English Structure	Core	08
EDU 07430	Teaching Practice II	Core	08
Total Credits			**56**

16.3.8 Bachelor Degree of Education in History and English Language (BD. EHE) NTA Level 8

a) Objectives of the programme

i) To prepare undergraduate students to understand the fundamentals and concepts of education, types, traditional and modern education

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process

iii) To enable students, strengthen, elaborate and be proficient in language skills of reading, speaking, writing and listening.

iv) To avail students to various approaches of History, literature theories and English Language skills and how they can be applied to teaching and learning.

v) To analyse different syllabi design and develop teaching and learning materials to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in History and English Language subjects towards teaching History and English Language in Secondary Schools and Teachers' Colleges.

vii) To enable students to understand various cross cutting issues and their implication in education industry.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08101	Philosophy of Education	Core	08
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	09
EDU 08104	Human Development and School Learning	Core	08
EDU 08106	History of Tanzania	Core	06
EDU 08107	History of East Africa	Core	06
EDU 08108	History of North Africa	Core	06
EDU 08116	History and Variation of English Language	Core	07
EDU 08117	Genres of Literature	Core	07
EDU 08122	Gender Issues in Education (Elective)	Fundamental	06
EDU 08124	Entrepreneurship Education (Elective)	Fundamental	06
LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
	Total Credits		**77**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08203	Administrative and Organizational Behaviour in Education.	Core	08
EDU 08205	Management of Education and School Administration.	Core	09
EDU 08209	History of West Africa	Core	06
EDU 08210	History of South Africa	Core	06
EDU 08211	History of Central Africa	Core	06
EDU 08218	Translation Theory and Analysis	Core	07
EDU 08227	Second Language Learning	Core	07
EDU 08223	Environmental Education (Elective)	Fundamental	06
EDU 08225	Population and Family Life Education (Elective)	Fundamental	06
	Total Credits		**61**

16.3.9 igher Diploma of Education in Geography and English Language (HD. EGE) NTA Level 7

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students to apply Geographical knowledge to understand his/her surroundings.

iv) To avail students to various approaches of language skills acquisition and how they can be applied to teaching and learning.

v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Geography and English Language subjects, to help them develop a more positive attitude and readiness towards teaching Geography and English Language in Secondary Schools and Teachers' Colleges.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07101	Principles of Education	Core	08
ESU 07101	Information and Communication Technology	Fundamental	08
EDU 07112	Communication Skills	Fundamental	08
EDU 07114	Study of Language	Core	08
EDU 07120	Origin and development of Language and Literature	Core	08
EDU 07139	Fundamentals of Physical Geography	Core	08
EDU 07141	Climatology and Environmental Resources	Core	08
LEU 07102	Principles of Ethical Leadership	Core	12
Total Credits			**68**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
PSU 07204	Development Studies	Fundamental	08
EDU 07208	English Language Facilitation Methods	Core	08
EDU 07211	Phonetics and English Phonology	Core	08
EDU 07247	Geography Facilitation Methods	Core	08
EDU 07217	English Language Skills	Core	08
EDU 07243	Soil Resources and Biogeography	Core	08
EDU 07240	Spatial Organization	Core	08
EDU 07210	Teaching Practice I	Core	08
Total Credits			**64**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07302	Sociology of Education	Core	08
EDU 07303	Education Psychology	Core	08
EDU 07307	Education Media and Technology	Core	08
EDU 07321	English Morphology	Core	08
EDU 07319	English Semantics	Core	08
EDU 07325	African Literature	Core	08
EDU 07342	Geographic Techniques	Core	08
EDU 07343	Research Methods in Geography	Core	08
Total Credits			**64**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07404	Guidance and Counselling, Special Needs Education	Core	08
EDU 07405	Curriculum Development and Teaching	Core	08
EDU 07406	Educational Research	Core	08
EDU 07417	English Structure	Core	08
EDU 07444	Quantitative Techniques in Geography	Core	08
EDU 07445	Urban Systems	Core	08
EDU 07430	Teaching Practice II	Core	08
Total Credits			**56**

16.3.10 Bachelor Degree of Education in Geography and English Language (BD.EGE) NTA Level 8

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process

iii) To enable students to apply geographical skills in dealing with geographical phenomena and finding solutions to emerging geographical concerns in education context.

iv) To avail students to various approaches of language skills acquisition and literature theories and how they can be applied to teaching and learning.

v) To analyse different syllabi design and develop teaching and learning materials to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Geography and English Language subjects towards teaching Geography and English Language in Secondary Schools and Teachers' Colleges.

vii) To enable students to understand various cross cutting issues and their implication in education industry.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08101	Philosophy of Education	Core	09
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	09
EDU 08104	Human Development and School Learning	Core	08
EDU 08113	Contemporary Geography of Africa	Core	07
EDU 08114	Natural Resource Management	Core	07
EDU 08116	History and Variation of English Language	Core	07

EDU 08117	Genres of Literature	Core	07
EDU 08122	Gender Issues in Education (Elective)	Fundamental	06
EDU 08124	Entrepreneurship Education (Elective)	Fundamental	06
EDU 08115	Remote Sensing and GIS	Core	07
LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
Total Credits			**81**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08203	Administrative and Organizational Behaviour in Education	Core	09
EDU 08205	Management of Education and School Administration	Core	09
EDU 08218	Translation Theories and Analysis	Core	07
EDU 08227	Second Language Learning	Core	07
EDU 08223	Environmental Education (Elective)	Fundamental	06
EDU 08225	Population and Family Life Education (Elective)	Fundamental	06
EDU 08212	Agriculture Systems and Food Security	Core	07
EDU 08213	Regional Planning in Tanzania	Core	07
	Total Credits		**58**

16.3.11 Higher Diploma of Education in Geography and Kiswahili (HD.EGK) NTA Level 7

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process.

iii) To enable students to apply geographical skills in dealing with geographical phenomena and finding solutions to emerging geographical concerns in education context.

iv) To avail students to various skills and approaches in Kiswahili and how they can be applied to teaching and learning.

v) To analyse different syllabi, design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Geography and Kiswahili subjects, to help them develop a more positive attitude and readiness towards teaching Geography and Kiswahili in Secondary Schools and Teachers' Colleges.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07101	Principles of Education	Core	08
ESU 07101	Information and Communication Technology	Fundamental	08
EDU 07112	Communication Skills	Fundamental	08
EDU 07139	Fundamentals of Physical Geography	Core	08
EDU 07141	Climatology and Water Resources	Core	08
EDU 07123	Utangulizi wa Fasihi ya Kiswahili	Core	08
EDU 07125	Lugha na Isimu	Core	08
LEU 07102	Principles of Ethical Leadership	Core	12
Total Credits			**68**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07209	Mbinu za Ufundishaji Somo la Kiswahili	Core	08
EDU 07210	Teaching Practice I	Core	08
PSU 07204	Development Studies	Fundamental	08
EDU 07247	Geography Facilitation Methods	Core	08
EDU 07225	Nadharia ya Fasihi na Uhakiki	Core	08
EDU 07231	Fonolojia ya Kiswahili	Core	08
EDU 07240	Spatial Organization	Core	08
EDU 07243	Soil Resources and Biogeography	Core	08
Total Credits			**64**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07302	Sociology of Education	Core	08
EDU 07303	Educational Psychology	Core	08
EDU 07307	Education Media and Technology	Core	08
EDU 07331	Tamthiliya ya Kiswahili	Core	08
EDU 07342	Geographic Techniques	Core	08
EDU 07329	Mofolojia ya Kiswahili	Core	08
EDU 07343	Research Methods in Geography	Core	08
EDU 07326	Riwaya ya Kiswahili	Core	08
Total Credits			**64**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 07404	Guidance and Counselling and Special Needs Education	Core	08
EDU 07405	Curriculum Development and Teaching	Core	08
EDU 07406	Educational Research	Core	08

EDU 07444	Quantitative Research Techniques in Geography	Core	08
EDU 07445	Urban Systems	Core	08
EDU 07431	Ushairi wa Kiswahili	Core	08
EDU 07430	Teaching practice II	Core	08
Total Credits			**56**

16.3.12 Bachelor Degree of Education in Geography and Kiswahili (HD.EGK) NTA Level 8

a) Objectives of the programme

i) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education

ii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment in teaching and learning process

iii) To enable students to apply geographical skills in dealing with geographical phenomena and finding solutions to emerging geographical concerns in education context.

iv) To avail students to various approaches and skills in Kiswahili and how they can be applied to teaching and learning.

v) To analyse different syllabi design and develop teaching and learning materials to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

vi) To equip students with knowledge and fundamental skills in Geography and Kiswahili subjects towards teaching Geography and Kiswahili in Secondary Schools and Teachers' Colleges.

vii) To enable students to understand various cross cutting issues and their implication in education industry.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08101	Philosophy of Education	Core	09
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	09
EDU 08104	Human Development and School Learning	Core	08
EDU 08113	Contemporary Geography of Africa	Core	07
EDU 08114	Natural Resource Management	Core	07
EDU 08115	Remote Sensing and GIS	Core	07
EDU 08122	Gender Issues in Education (Elective)	Fundamental	06
EDU 08124	Entrepreneurship Education (Elective)	Fundamental	06
EDU 08119	Nadharia ya Sintaksia na Uchanganuzi wa Kiswahili	Core	07
EDU 08125	Uandishi wa kubuni	Core	07

LEU 08101	Interpersonal and Supervisory Skills in Leadership	Fundamental	08
Total Credits			**81**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
EDU 08203	Administrative and Organizational Behaviour in Education	Core	08
EDU 08205	Management of Education and School Administration	Core	09
EDU 08212	Agriculture Systems and Food Security	Core	07
EDU 08213	Regional Planning in Tanzania	Core	07
EDU 08223	Environmental Education (Elective)	Fundamental	06
EDU 08225	Population and Family Life Education (Elective)	Fundamental	06
EDU 08229	Tafsiri na Ukalimani: Nadharia na Vitendo	Core	07
EDU 08226	Semantiki na Pragmatiki ya Kiswahili		07
Total Credits			**57**

16.3.13 Technician Certificate in Management of Social Development (TC-MSD) NTA Level 5

a) Objectives of the programme

i) To develop students academically and socially and who are responsible to the broader needs of the society.

ii) To equip students with the relevant tools of analysis in order to enable them to understand socio-economic and political development in Tanzania within the broader environment of international community.

iii) To enhance the students' skills in Social Sciences and allied subjects so as to produce persons who are capable of conducting research, consultancy and interpreting Social Sciences into the development process.

iv) To prepare Administrative and Social Workers who are competent and are able to apply the knowledge and skills in the context of social transformation.

v) To prepare qualified personnel to deal with and solve with and solve problems of economic, social and political development.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
MST 05101	Essential of Managing Social Development	Core	8
MST 05102	Basics of Social Science Research	Core	8
MST 05103	Basic Principles of Leadership and Ethics	Fundamental	8

MST 05104	Basics in Management of Self-Help Schemes	Core	8
MST 05105	Contemporary Development Studies I	Fundamental	8
EST 05107	Basic Computer Application	Core	8
EDT 05113	Basics of Communication Skills I	Fundamental	8
Total Credits			**56**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
MST 05201	Basic Principles of Management	Core	8
MST 05202	Basics of Rural and Urban Sociology	Core	8
MST 05203	Life Skills Management	Core	8
MST 05204	Contemporary Development Studies II	Fundamental	8
MST 05205	Basics of Mass Communication	Fundamental	8
MST 05206	Guidance and Counselling	Fundamental	8
EDT 05214	Basics of Communication Skills II	Fundamental	8
MST 05207	Field Practical	Core	8
Total Credits			**64**

16.3.14 Ordinary Diploma in Management of Social Development (OD-MSD) NTA Level 6

a) Objectives of the programme

i) To develop students academically and socially and who are responsible to the broader needs of the society.

ii) To equip students with the relevant tools of analysis in order to enable them to understand socio-economic and political development in Tanzania within the broader environment of international community.

iii) To enhance the students' skills in Social Sciences and allied subjects so as to produce persons who are capable of conducting research, consultancy and interpreting Social Sciences into the development process.

iv) To prepare Administrative and Social Workers who are competent and are able to apply the knowledge and skills in the context of social transformation.

v) To prepare qualified personnel to deal with and solve with and solve problems of economic, social and political development.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
MST06101	Major Issues in Social Development	Core	8
MST06102	Organization Behaviour	Core	8
MST06103	Rural Sociology and Social Change	Core	8
MST06104	Politics, State and Power	Core	8

MST06105	Population and Health Issues	Fundamental	8
EST06105	Entrepreneurship and Development	Core	8
EST06102	Project Planning and Management	Core	8
Total Credits			**56**
Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LET06207	Leadership Ethics and Governance	Fundamental	8
MST06202	Business Communication	Fundamental	8
MST06203	Statistical Skills in Social Science Research	Core	8
MST06204	Gender and Development	Fundamental	8
MST06205	Environment and Development	Core	8
MST06206	Public Relations	Fundamental	8
ITT06203	Information and Communication Technology (ICT)	Core	8
MST06207	Field Work (FAT) and Research Report	Core	8
Total Credits			**64**

16.3.15 Higher Diploma in Management of Social Development (HD.MSD) NTA Level 7

a) Objectives of the programme

i) To develop students academically and socially and who are responsible to the broader needs of the society.

ii) To equip students with the relevant tools of analysis in order to enable them to understand socio-economic and political development in Tanzania within the broader environment of international community.

iii) To enhance the students' skills in Social Sciences and allied subjects so as to produce persons who are capable of conducting research, consultancy and interpreting Social Sciences into the development process.

iv) To prepare Administrative and Social Workers who are competent and are able to apply the knowledge and skills in the context of social transformation.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LEU 07102	Principles of Ethical Leadership	Core	12
EDU 07112	Communication Skills	Fundamental	10
PSU 07101	Fundamentals of Politics	Core	10
ESU 07102	Micro-Economics	Core	10
PSU 07103	Fundamentals of Sociology	Fundamental	9

PSU 07104	Fundamentals of Psychology	Fundamental	7
ESU 07101	Computer Application	Fundamental	6
Total Credits			**64**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
PSU 07201	Principles of Management	Core	11
PSU 07202	Human resource Management	Core	11
PSU 07204	Development Studies	Fundamental	10
PSU 07205	Human Rights	Core	10
SSU 07209	Principles of Entrepreneurship	Fundamental	6
Total Credits			**48**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
PSU 07301	Organization Theory	Core	10
ESU 07312	Development Economics	Core	6
ESU 07311	Public Finance Management	Fundamental	9
PSU 07305	Methods of Social Science Research	Fundamental	14
PSU 07302	Family Law	Fundamental	10
PSU 07313	Principles of Social Welfare	Core	12
Total Credits			**61**

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 07415	Project Planning and Management	Core	9
PSU 07412	Public Administration	Core	11
PSU 07410	Dispute Resolution	Core	9
PSU 07406	Management of Community Development Programmes	Core	9
GDU 07417	Gender Culture and Organization Change	Fundamental	10
GDU 07416	Gender Resource Mobilization and Planning	Core	9
PSU 07404	Youth Delinquency(opt)	Fundamental	9
GDU 07405	Gender Construction and Gender Needs (Opt)	Fundamental	9
PSU 07426	Field Attachment	Core	10
Total Credits			**85**

16.3.16 Bachelor Degree in Management of Social Development (BD. MSD) NTA Level 8

a) Objectives of the programme

i) To develop students academically and socially who are responsible to the broader needs of the society.

ii) To equip students with the relevant tools of analysis in order to enable them to understand Socio-Economic and Political Development in Tanzania within the broader environment of international community.

iii) To enhance the students' skills in Social Sciences and allied subjects so as to produce persons who are capable of conducting research, consultancy and interpreting Social Sciences into the development process.

iv) To prepare Administrative and Social Workers who are competent and are able to apply the knowledge and skills context of Social transformation.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 08101	Environmental Issues and Development	Core	7
PSU 08101	Social Policy and Social Planning	Core	10
PSU 08102	Social Change and Development	Core	13
PSU 08103	Local Governance	Fundamental	9
PSU 08104	Administrative Law	Fundamental	12
PSU 08105	Democratic Theory and Practices	Fundamental	7
Total Credits			**58**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
ESU 08205	Demography and Social Development (Optional)	Fundamental	11
GDU 08205	Fundamentals to Guidance and Counselling	Fundamental	7
PSU 08206	Principles of Natural Justice (Optional)	Core	11
PSU 08207	Public Policy	Core	10
PSU 08208	Leadership Professionalism and Development	Core	12
PSU 08209	Labour Law	Fundamental	12
PSU 08210	Dissertation	Fundamental	14
LEU 08209	Ethics in Management	Core	12
Total Credits			**89**

16.3.17 Basic Technician Certificate in Records, Archives and Information Management (BTC.REC) NTA Level 4

a) Objectives of the Programme

i) To enable learners to obtain the required competences to perform in various areas of records, archives and information management effectively and efficiently in the public and private sector.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
RMT 04101	Basics of Records and Archive Management	Core	12
RMT 04102	Office Practices	Core	10
GST 04101	English Communication Skills	Fundamental	10
GST 04103	Life Skills	Fundamental	15
GST 04102	Basic Computer Applications	Fundamental	15
Total Credits			**62**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
RMT 04201	Basics of Records Classification and Registry Procedures	Core	12
RMT 04202	Information and Knowledge Management	Fundamental	10
RMT 04203	Customer Care	Fundamental	6
RMT 04204	Basic Arithmetic	Fundamental	10
RMT 04205	Field Practical Training	Fundamental	10
Total Credits			**48**

16.3.18 Technician Certificate in Records, Archives and Information Management (TC.REC) NTA Level 5

a) Objectives of the Programme

i) To enable learners to obtain requisite competences to perform in various areas of records, archives and information management effectively and efficiently in the public and private sector

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
RMT 05101	Principles of Records Management	Core	08
RMT 05102	Records Centre Management	Core	08
RMT 05103	Cataloguing of Archival Resources	Core	10
RMT 05104	Records Management Systems	Core	8

RMT 05105	Information and Communication Technology	Fundamental	12
GST 05101	Business Communication Skills	Fundamental	10
Total Credits			**56**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
RMT 05201	Introduction to Archives Management	Core	10
RMT 05202	Conservation and Preservation of Records of Records, Archives and Information Resources	Core	10
RMT 05203	Electronic Records Management	Core	11
RMT 05204	Records Management Policies, Legislation and Standards	Core	06
RMT 05205	General Studies	Fundamental	08
RMT 05206	Introduction to Statistics	Fundamental	09
RMT 05207	Field Practical Training	Core	10
Total Credits			**64**

16.3.19 Ordinary Diploma in Records, Archives and Information Management (OD.REC) NTA Level 6

a) Objectives of the Programme

i) To enable learners to obtain requisite competences to perform in various areas of records, archives and information management effectively and efficiently in the public and private sector.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
RMT 06101	Introduction to Financial Records Management	Core	06
RMT 06102	Records Management Principles	Core	09
RMT 06103	Introduction to Medical Records	Core	08
RMT 06104	Introduction to Legal Records	Core	08
RMT 06105	Introduction to Land Records	Core	08
RMT 06106	Supervisory Skills	Fundamental	09
GST 06101	Action Research	Fundamental	10
Total Credits			**58**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
RMT 06208	Principles of Quality Records Management and Archives	Core	08
RMT 06204	Personnel Records Management	Core	08

RMT 06205	Records Management Retention and Disposal Schedules	Core	08
RMT 06203	Multimedia Skills for Records Management	Core	12
GST 06201	Small Business Development	Fundamental	16
RMT 06207	Project	Core	10
Total Credits			**62**

16.3.20 Basic Technician Certificate in Library and Information Management – (BTC.LIM) NTA LEVEL 4

a) Objectives of the Programme

i) To produce qualified and competent basic library practitioners who are prepared to take on new roles in the Tanzania's library and information management sub sector;

ii) To facilitate training in consideration of individual learning differences by using alternatives paths and flexible scheduling of learning activities

iii) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the library and information management process;

iv) To prepare librarians who are competent in applying knowledge and skills in operational areas in the context of management, leadership and ethical issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LIT 04102	Basics of Records Management and Archives administration	Core	9
LIT 04103	Basics of Descriptive Cataloguing	Core	9
EDT 04101	Basic Communication Skills	Fundamental	9
LIT 04104	Basics of Archives Administration	Fundamental	6
EST 04105	Basics of Computer Applications	Fundamental	9
LIT 04106	Basics of Leadership and Ethics	Fundamental	8
Total Credits			**50**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LIT 04207	Basics of Classifications	Core	12
LIT 04208	Fundamentals of Reference Services	Core	11
LIT 04210	Foundation of Library and Information Services	Core	12
LIT 04211	Children and Youth Information Services	Core	12
LIT 04212	Field Practical Training	Core	12
LIT 04209	Basics of e-Commerce and Internet	Fundamental	11
Total Credits			**70**

16.3.21 Technician Certificate in Library and Information Management (TC.LIM) NTA LEVEL 5

a) Objectives of the Programme

i) To produce qualified and competent library practitioners who are prepared to take on new roles in Tanzania's library information management sectors.

ii) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the library and information management process.

iii) To prepare library and information who are competent in the application of leadership and development issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EDT 05101	Communication Skills	Fundamental	6
SST 05102	Packaging of Information	Fundamental	9
SST 05103	Cataloguing Principles	Core	9
SST 05104	Information Literacy	Fundamental	6
SST 05105	Information and Communication Technology	Fundamental	9
SST 05106	Fundamental Principles of Leadership and Ethics	Fundamental	6
SST 05107	Development Studies	Fundamental	6
Total Credits			**51**
Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
SST 05208	Principles of Classification	Core	10
SST 05209	Methods of Social Science Research	Fundamental	6
SST 05210	Database and Data Security	Fundamental	10
SST 05211	Conservation and Preservation of Library Resources	Core	10
LIT 05212	Provision of Information Services to Special Needs Users	Fundamental	9
EDT 05213	Principles of Communication Skills	Fundamental	6
SST 05214	Principles of Development Studies	Fundamental	6
SST 05215	Field Practical Training	Core	12
Total Credits			**69**

16.3.22 Ordinary Diploma in Library and Information Management (OD.LIM) NTA LEVEL 6

a) Objectives of the Programme

i. To produce qualified and competent library practitioners who are prepared to take on new roles in Tanzania's library information management sub sectors;

ii. To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the library and information management process;

iii. To prepare library and information who are competent in applying leadership and development issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
EST 06101	Entrepreneurship and Development	Core	10
GST 06102	Information in Society	Fundamental	8
GST 06104	Library Building Design and Layout	Fundamental	8
GST 06105	Management Information Systems	Fundamental	8
GST 06106	Bibliographic Control	Fundamental	9
LIT 06103	Information and Reference Services	Fundamental	10
Total Credits			**53**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LIT 06207	Information Resource Centre Automation	Core	13
LIT 06208	Electronic Commerce and Consumers	Core	12
SST 06209	Marketing of Information Resources and Services	Core	11
LIT 06210	Indexing and abstracting	Core	13
GST 06211	Basics of Customer Care Services	Fundamental	08
SST 06208	Field Work and Research Report	Fundamental	10
Total Credits			**67**

16.4 Taylor Made Courses

Entry Qualification and the modules offered will depend on the respective course.

16.5 Kibweta Cha Mwalimu Nyerere on Leadership and Ethics Studies (Centre for Leadership and Ethics Studies)

16.5.1 Introduction

The Mwalimu Nyerere Memorial Academy (MNMA) was established by an Act of Parliament No. 6 of 2005. Historically the Mwalimu Nyerere Memorial Academy originated

from the Kivukoni Academy of Social Sciences (KASS), established on 29th July, 1961. It has a history of being the only institution which has sustainably maintained a track record of building the capacity of public leaders to practice ethical leadership, particularly during the error of the one-party national leadership and governance system. This function was abolished from her core function in 1992 when we adopted a multi-party system of national leadership and governance. However, since then, there have been increasing public outcries on dominating unethical leadership and governance along the time horizon. Based on her obligation to contribute to the national welfare, the Academy did competitive initiatives to respond to the public needs by re-establishing a centre for leadership and ethics studies, "Kibweta cha Mwalimu Nyerere on Leadership and Ethics Studies" which is vested with the responsibility of building capacity in leadership, ethics and governance to both public and private social and economic actors in Tanzania and beyond.

16.5.2 Leadership Ethics and Governance Training Programme

The Mwalimu Nyerere Memorial Academy, at her Kivukoni Campus; through the "Kibweta cha Mwalimu Nyerere, has been coordinating a "Leadership, Ethics and Governance Training Programme" since July, 2015. This training programme was officially inaugurated by the President of the United Republic of Tanzania; His Excellence Dr. Jakaya Mrisho Kikwete on 13th April, 2015.

The Kibweta cha Mwalimu Nyerere on Leadership and Ethics Studies aims to impart leadership ethics and governance knowledge, skills and wider attributes to public and private servants. This will synergize initiatives made by local, regional and global stakeholders towards sustainable attainments of competitive social and economic welfare. In particular, each programme will have distinctive specific objectives tailored towards facilitating participants to develop their capacity in leading and governing competitively while portraying ethical practices in the emerging trends.

16.5.3 Training Specific Objectives

In implementing her obligations, the Kibweta cha Mwalimu Nyerere focuses on facilitating participants to achieve the following specific objectives:

i. To obtain a theoretical and practical understanding of leadership, ethics and governance theories, principles and models, and consequently apply them in workplaces.
ii. To develop skills for problems and conflict management, negotiations and diplomacy.
iii. To explore in-depth strategic planning, project management and entrepreneurship and
iv. To develop personal leadership and managerial skills.

16.5.4 Training Programme Clusters

The training programme will be divided into four clusters in order to attain effective and, therefore, professionally acceptable competitiveness in practising in manners that reflects the intended leadership, ethics and governance practices for each cluster. Participants will be required to effectively participate in all training courses under each cluster, including four training courses under cluster one, six training courses under

cluster two, five training courses under cluster three and four training courses under cluster four, as indicated below:

16.5.4.1 Cluster I: Leadership, Ethics and Professionalism

MNLE 00101: Contemporary leadership professionalism
MNLE 00102: Ethics for public leaders
MNLE 00103: Nationalism and patriotism in leadership practices
MNLE 00104: Research in leadership and governance

16.5.4.2 Cluster II: Leadership and Management

MNLE 00105: Reflections on Leadership in Africa
MNLE 00106: Leadership in Tanzania and national consolidation
MNLE 00107: Leading and governing public sector: stakeholders' Centricity
MNLE 00108: Leadership and governance performance: talent management
MNLE 00109: Effective management of governing boards
MNLE 00110: Leadership and governance at local government levels.

16.5.4.3 Cluster III: Leadership Entrepreneurship, Creativity and Innovation

MNLE 00111: Entrepreneurship skills for leadership
MNLE 00112: Mentoring and nurturing future leaders in leadership
MNLE 00113: Monitoring and evaluation: leadership performance
MNLE 00114: Leadership and governance innovation
MNLE 00115: Risk management in public institutions.

16.5.4.4 Cluster IV: Persuasion and Consensus in Leadership

MNLE 00116: Effective communication
MNLE 00117: Negotiations for effective leadership and governance
MNLE 00118: Customer Care
MNLE 00119: Employers-employees relation at work place.

16.5.4.5 Targeted Audience

This course is designed for people who are working or seeking to work in the career of leadership and governance in the public and private sector within and outside the United Republic of Tanzania. Thus, Ministries, Government Agencies, Public Institutions and Private sectors institutions are advised to plan for their leaders at diverse levels to participate in this valuable training programme to enhance their capacity to practice in manners that meet the emerging needs of the wider part of stakeholders on a sustainable basis.

16.5.4.6 Periods of the Training Programme

The training will be run for one week. A Certificate will be provided upon completion of the whole course.

16.5.4.7 Training Sessions

The tentative timetable shows that the training programme is planned to start from 09.00 am to 01.00 P.M during working days (Monday to Friday) in 2023/2024. The morning session is preferred because it is most likely to facilitate reasonable time for assimilation of the acquired knowledge and skills, to lay a strong base for the next cluster training and consequently complete the training programme.

No	Course	Duration	Training Centres	Dates	Costs TZS
Short Courses For Senior Public Leaders: Permanent Secretaries, Heads of Departments, Heads of Units and Heads of Public Institutions)					
1	Ethical Leadership in the Public Service	3 Days	Kivukoni DSM	19th -21st Sept. 2023	750,000
2	Professionalism in the Public Service	3 Days	Kivukoni DSM	26th -28th Sept. 2023	750,000
3	Building an Effective Public Service Management System	3 Days	Zanzibar	3rd -5th Oct. 2023	750,000
4	Participatory Public Service Delivery	3 Days	Zanzibar	10th-12th Oct. 2023	750,000
5	Strategic Human Resource Management in the Public Service	3 Days	Zanzibar	24th -26th Oct. 2023	750,000
6	Leadership Entrepreneurship, Creativity and Innovation	4 Days	Kivukoni DSM	06th -09th Nov. 2023	750,000
7	Emotional Intelligence	3 Days	Kivukoni DSM	14th -16th Nov. 2023	750,000
Short Courses for the Chief Executive Officers (CEOs) and Executives					
1	Leadership and Ethics in Business Environment	4 Days	Zanzibar	20th -23rd Nov. 2023	900,000
2	Building an Effective Corporate Management System	4 Days	Zanzibar	27th -30th Nov. 2023	900,000
3	Corporate Competitive Strategy	4 Days	Kivukoni DSM	5th -8th Dec. 2023	900,000
4	Networking and Strategic Communication	3 Days	Kivukoni DSM	12th -14th Dec. 2023	850,000
Short Courses for Local Government Leaders					
1	Fundamentals of Local Governance	3 Days	Zanzibar	19th -21st Dec, 2023	450,000
2	Performance Management at the Local Level	4 Days	Zanzibar	8th -11th Jan, 2024	450,000
3	Community Engagement	4 Days	Kivukoni DSM	13th -16th Jan, 2024	500,000
4	Entrepreneurship at Local Government Level	3 Days	Kivukoni DSM	20th -22th Jan, 2024	450,000
5	Managing Human Resources at The Local Level	4 Days	Zanzibar	26th -29th Jan, 2024	500,000

No	Course	Duration	Training Centres	Dates	Costs TZS
6	Ethical Elections Monitoring	3 Days	Kivukoni DSM	6th -8th Feb, 2024	450,000
7	Small Business Ethical Management	3 Days	Kivukoni DSM	20th -22nd Feb, 2024	450,000
Short Courses for Diplomatic Community					
1	Introduction to International Relations and Global Politics	3 Days	Kivukoni DSM	27th -29th Feb, 2024	900,000
2	International Law and Diplomacy	3 Days	Zanzibar	5th -7th March, 2024	900,000
3	Conflict Resolution and Peacekeeping	3 Days	Zanzibar	12th -14th March, 2024	900,000
4	Global Security Issues	3 Days	Kivukoni DSM	19th -21th March, 2024	900,000
5	Regional Dynamics and Geopolitics	3 Days	Kivukoni DSM	26th -28th March, 2024	900,000
Short Courses on Peace Building and Conflict Resolution for Defence, Intelligence and Police Officers					
1	Introduction to Peace Building Strategies	3 Days	Zanzibar	2nd -4th April, 2024	750,000
2	Analysis of Conflicts in Great Lakes	3 Days	Zanzibar	9th -11th April, 2024	750,000
3	Approaches to Conflict Resolution	3 Days	Kivukoni DSM	16th -18th April, 2024	750,000
4	Post - Conflict Interventions with Gender Perspective	3 Days	Kivukoni DSM	23rd -25th April, 2024	750,000
Short Courses on Organizational Communication for Personnel and Managers					
1	Organizational Communication	3 Days	Kivukoni DSM	7th – 9th May, 2024	500,000
2	Communication Strategies in Organisations	3 Days	Kivukoni DSM	14th – 16th May, 2024	500,000
3	Intercultural Communication in Organizations	3 Days	Kivukoni DSM	21st – 23rd May, 2024	500,000
4	Organizational Conflict Resolution and Negotiation	3 Days	Kivukoni DSM	28th – 30th May, 2024	500,000
5	Communication Technologies in Organisations	3 Days	Kivukoni DSM	4th – 6th June, 2024	500,000

No	Course	Duration	Training Centres	Dates	Costs TZS
Short Courses on Gender and Leadership for Governmental and Non-Governmental Stakeholders					
1	Introduction to Gender and Leadership	3 Days	Zanzibar	4th – 6th June, 2024	750,000
2	Gender Theoretical Perspectives and integration in leadership	3 Days	Zanzibar	11th – 13th June, 2024	750,000
3	Gender Bias and Stereotyping in organizational Leadership	3 Days	Kivukoni DSM	18th – 20th June, 2024	750,000
5	Men as Allies in Gender and Leadership	3 Days	Zanzibar	2nd -4th Jul, 2024	750,000
6	Leadership Development for Gender Mainstreaming	3 Days	Zanzibar	9th -11th Jul, 2024	750,000
	Short Courses for Leadership in the Digital Era				
1	Introduction to Leadership in the Digital Era	3 Days	Zanzibar	16th -18th Jul, 2024	900,000
2	Digital Strategy and Innovation	3 Days	Kivukoni DSM	23rd -25th Jul, 2024	900,000
3	Leading Teams in the Digital Era	3 Days	Kivukoni DSM	6th -8th Aug, 2024	900,000
4	Data-Driven Decision Making	3 Days	Zanzibar	13th -15th Aug, 2024	900,000
5	Digital Marketing and Customer Engagement	3 Days	Zanzibar	20th -22th Aug, 2024	900,000
6	Ethics and Digital Leadership	3 Days	Kivukoni DSM	27th -29th Aug, 2024	900,000
Short Courses for Members of Parliament and Councillors					
1	Government Oversight Roles and Strategies	3 Days	Dodoma	3rd – 5th Sept, 2024	900,000
2	Anti-Corruption Strategies in Public funded Projects	3 Days	Dodoma	10th – 12th Sept, 2024	900,000
Short Courses for NGOs Leaders					
1	NGO's Ethical Leadership	3 Days	Zanzibar	19th -21st Sept. 2023	500,000
2	Local Legal Frameworks	3 Days	Kivukoni DSM	26th -28th Sept. 2023	500,000
3	NGO's Sustainability and Prosperity	3 Days	Kivukoni DSM	3rd -5th Oct. 2023	500,000

No	Course	Duration	Training Centres	Dates	Costs TZS
4	Human Resource and Volunteer Management	3 Days	Zanzibar	10th12th Oct. 2023	500,000
5	Networking and Strategic Communication	3 Days	Zanzibar	24th - 26th Oct. 2023	500,000
Short Courses for Young Leaders and College Students					
1	Patriotism and Tanzanian History	3 Days	Kivukoni DSM	18th – 20th June, 2024	150,000
2	Ethical Leadership and Good Governance	3 Days	Zanzibar	25th – 27th June, 2024	150,000
3	Leadership and Entrepreneurship	3 Days	Kivukoni DSM	25th – 27th June, 2024	150,000
Short Courses for Educational Leaders and Administrators					
1	Tanzania Education Philosophy and implementation context	3 Days	Zanzibar	21st -23rd Nov. 2023	500,000
2	Leadership and Educational Management	3 Days	Zanzibar	28th -30th Nov. 2023	500,000
3	Educational Policy and Governance	3 Days	Zanzibar	5th -7th Dec. 2023	500,000
4	Curriculum Development and Instructional Leadership	3 Days	Zanzibar	12th -14th Dec. 2023	500,000
5	Technology Integration in Education	3 Days	Kivukoni DSM	21st -23rd Nov. 2023	500,000
6	Curriculum Design, Assessment and Evaluation	4 Days	Kivukoni DSM	4th – 7th June, 2024	600,000
7	Educational Equity and Inclusion	3 Days	Kivukoni DSM	11th – 13th June, 2024	500,000
8	Education Participatory Planning	3 Days	Kivukoni DSM	18th – 20th June, 2024	500,000
9	Leading with Emotional Intelligence	3 Days	Kivukoni DSM	25th – 27th June, 2024	500,000
10	Education resource Management and Accountability	4 Days	Kivukoni DSM	2nd -5th Jul, 2024	600,000
11	Cross - cutting issues and Gender Based budgeting in Education	3 Days	Kivukoni DSM	3rd – 5th Sept, 2024	500,000
12	Strategies for managing Development partners in Education	3 Days	Kivukoni DSM	10th – 12th Sept, 2024	500,000

16.6 The Confucius Institute (CI)

From November, 2015, The Mwalimu Nyerere Memorial Academy (MNMA), in collaboration with the Confucius Institute (CI) at the University of Dar es Salaam and the government through the Confucius Institute in China has been offering Chinese language courses in the main campus of Kivukoni.

Since introducing Chinese language learning programmes by the Confucius Institute in Tanzania, many young people and adults have trained in Chinese language courses in various centres operating under the Confucius Institute, including the MNMA. For example, more than 600 Tanzanians have been taught the Chinese language. About 8000 Chinese language graduates at the CI are employed in China companies in Tanzania. It is clear that, due to the growing economic ties between China and Tanzania, the demand for Tanzanians to learn Chinese language to create more opportunities is increasing.

16.6.1 The Chinese Language Training Programme

The Chinese Language courses that the MNMA offers are “Chinese Language for Beginners”, “Chinese Language Level 2” and “intermediate Chinese”. Students pursuing Chinese language courses in those three levels also have opportunities to sit for HSK and HSKK examinations from level one up to level four. HSK and HSKK are Chinese Proficiency exams that qualify one to secure chances for scholarship to study or work in China or in Chinese affiliated institutions and companies elsewhere. Chinese Language in the Academy is now offered as an “elective course”. Students enrolled at the MNMA in any NTL level will therefore have options to study CL 00101, CL 00201 and CL 00301 for “Chinese Language for Beginners”, “Chinese Language Level 2” and “intermediate Chinese” respectively.

In line with the growing ties between Tanzania and China, the Academy is introducing diploma and bachelor degree courses in Chinese to prepare Tanzanians to learn, teach and share cultural values and enhance innovation and technology acquisition. The bachelor programme is expected to commence after The National Council of Technical Education (NACTE) approves it.

16.6.2 The General Goal of Chinese Programme

The main aim of the Chinese Programme at the Academy is to enable students and the communities as a whole to understand the importance of the Chinese language in forging economic, educational, technological and cultural ties between the two countries of China and Tanzania.

16.6.3 Specific Objectives of the Chinese Language Programme

i. To train students the Chinese language to equip them towards working, teaching or trading in either of the countries based on the long history of Tanzania-China friendship.
ii. To Provide information and consultation on China’s educational and cultural programmes such as scholarships, educational collaboration, cultural exchanges and tours

iii. To Train Chinese language instructors
iv. To coordinate the Chinese proficiency tests (HSK AND HSKK)
v. To conduct Chinese language and cultural activities.

16.6.4 Basic Technician Certificate(s) NTA Level 4

a) Module Objectives

i. To attract learners' interest in learning the Chinese language.
ii. To enable students to understand "Greetings" and "basic communication with other colleagues".
iii. To enable students to understand about 500 new words and fundamentals of Chinese grammar.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00101	Chinese Language for Beginners	Elective	06
Semester two			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00202	Chinese Language Level 2	Elective	06

16.6.5 Technician Certificate(s) NTA Level 5

a) Module Objectives

i. To attract learners' interest in learning the Chinese language.
ii. To enable students to understand "Greetings" and "basic communication with other colleagues". To enable students to understand about 500 new words and fundamentals of Chinese grammar.
iii. To improve the ability of the learner to use Chinese for communication.
iv. To enable students integrates the communicative function with the grammatical structure and presents the most essential and useful part of the language in the linguistic environment one is usually exposed to in daily life.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00101	Chinese Language for Beginners	Elective	06
Semester two			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00202	Chinese Language Level 2	Elective	6

16.6.6 Ordinary Diploma - NTA Level 6

a) Module Objectives

i. To attract learners' interest in learning the Chinese language.
ii. To enable students to understand "Greetings" and "basic communication with other colleagues". To enable students understand about 500 new words and fundamentals of Chinese grammar.
iii. To improve the ability of the learner to use Chinese for communication.
iv. To enable students to integrate the communicative function with the grammatical structure and present the most essential and useful part of the language in the linguistic environment one is usually exposed to in daily life

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00101	Chinese Language for Beginners	Elective	6
Semester two			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00202	Chinese Language Level 2	Elective	6

16.6.7 Higher Diploma NTA Level 7

a) Module Objectives

i. To attract learners' interest in learning the Chinese language.
ii. To enable students to understand "Greetings" and "basic communication with other colleagues". To enable students understand about 500 new words and fundamentals of Chinese grammar.
iii. To improve the ability of the learner to use Chinese for communication.
iv. To enable students to integrate the communicative function with the grammatical structure and present the most essential and useful part of the language in the linguistic environment one is usually exposed to in daily life.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00101	Chinese Language for Beginners	Elective	8
Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00202	Chinese Language Level 2	Elective	8
Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00101	Chinese Language for Beginners	Elective	8

Semester Four			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00202	Chinese Language Level 2	Elective	8

16.6.8 Bachelor Degree NTA Level 8

a) Module Objectives

i) To enable students to read short stories on topics relating to university life, Chinese festivals, Chinese paintings, and travelling.
ii) To enable students to recognize and pronounce more than five hundred Chinese characters (simplified form).
iii) To assist students write approximately half that number of characters.
iv) To enable students, incorporate words into sentences and paragraphs.
v) To assist students read for comprehension and paraphrase short Chinese stories.
vi) To assist students in translating short stories or writing from Chinese into English.
vii) To enable students use the Chinese dictionary for comprehension.
viii) To enable students give brief presentations to peers on familiar topics.
ix) To assist students to express both literal and inferential comprehension of familiar short passages.
x) To assist students in using Chinese grammar and vocabulary appropriately into writing.
xi) To enable students to express themselves in written sentences.

b) Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00103	Intermediate Chinese	Elective	8

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
CL 00103	Intermediate Chinese	Elective	8

17. MODULE ASSESSMENT AND EVALUATION

17.1 Assessment Procedures

a) Students shall be assessed in every module through coursework and end of semester examination. For Ordinary Diploma programmes, the assessment should also include Research Report which carries 100% while for Bachelor's Degree programme assessment should also include Field Attachment Report and Research Report for non-education students and Teaching Practice for education students which will carry 100% each.

b) A student who scores less than a required minimum of the total marks of the continuous assessment/coursework in a particular module shall not be allowed to sit for end of semester examination and shall repeat or carry the particular module depending on the level of study.

c) Continuous Assessment will carry 50 marks for Basic Technician Certificate and Technician Certificate programmes in Library and Information Management, Gender Issues and Development, Social Studies, Human Resource Management and Youth Work, while it will carry 45 marks for above mentioned Ordinary Diploma programmes and 40 marks for Higher Diploma and Bachelor's Degree programmes. Table 12.1 provides pass mark for continuous assessment of the mentioned programmes.

Table 12.1. Minimum Scores for Continuous Assessment

Programme	Continuous Assessment		
	Total Marks	% Needed for Pass Mark	Score
Basic Technician Certificate	50	50	25
Technician Certificate	50	50	25
Ordinary Diploma	45	40	18
Higher Diploma	40	40	16
Bachelor's Degree	40	40	16

d) Continuous Assessment will carry 60 marks for Basic Technician Certificate, Technician certificate and Ordinary Diploma programmes in Community Development, Economics of Development, Accountancy, Business Administration, Procurement and Supply, Information and Communication Technology and Records, Archives and Information Management. Table 12.2 provides pass mark for continuous assessment of the mentioned programmes.

Table 12.2. Minimum Scores for Continuous Assessment

Programme	Continuous Assessment		
	Total Marks	% Needed for Pass Mark	Score
Basic Technician Certificate	60	50	30
Technician Certificate	60	50	30
Ordinary Diploma	60	45	27

e) Semester examinations will carry 50 marks for Basic Technician Certificate and Technician certificate programmes in Economics of Development, Library and Information Management, Gender Issues and Development, Social Studies, Human Resource Management and Youth Work, while it will carry 55 marks for above mentioned Ordinary Diploma programmes and 40 marks for Higher Diploma and Bachelor's Degree programmes. Table 12.3 provides pass mark for continuous assessment of the mentioned programmes.

Table 12.3. Minimum Score for Semester Examination

Programme	Semester Examination		
	Total Marks	% Needed for Pass Mark	Score
Basic Technician Certificate	50	50	25
Technician Certificate	50	50	25
Ordinary Diploma	55	50	27.5
Higher Diploma	60	40	24
Bachelor's Degree	60	40	24

f) Semester Examinations will carry 40 marks for Basic Technician Certificate, Technician Certificate and Ordinary Diploma programmes in Community Development, Accountancy, Business Administration, Procurement and Supply, Information and Communication Technology and Records, Archives and Information Management. Table 12.4 provides pass marks for continuous assessment of the mentioned programmes.

Table 12.4. Minimum Score for Semester Examination

Programme	Semester Examination		
	Total Marks	% Needed for Pass Mark	Score
Basic Technician Certificate	40	50	20
Technician Certificate	40	50	20
Ordinary Diploma	40	45	18

g) A student will be considered to have failed and therefore needed to carry or repeat if he/she scores less than the required minimum for either continuous Assessment or semester examination.

17.2 Grading System

The raw score for continuous assessment and end of semester examination shall be recorded to a whole number with one decimal point. The final score for grading purpose shall be rounded off to the nearest whole number.

17.2.1 Basic Technician and Technician Certificate Programmes (NTA Levels 4 & 5)

The grading system for NTA Level 4 and 5 shall be as shown the Table below.

SCORE RANGE	GRADE	GRADE POINT	REMARKS
80% - 100%	A	4	Excellent
65% - 79%	B	3	Good
50% - 64%	C	2	Satisfactory
40% - 49%	D	1	Poor
0% - 39%	F	0	Failure

NB: Grades A, B and C shall be regarded as pass in ascending order of merit, where A will be the highest pass grade and C will be the minimum pass grade, while grades D and F will be regarded as fail.

17.2.2 Ordinary Diploma Programmes (NTA Level 6)

The grading system for Ordinary Diploma (NTA Level 6) shall be as follows.

SCORE RANGE	GRADE	GRADE POINTS	REMARKS
75% - 100%	A	5	Excellent
65% - 74%	B+	4	Very good
55% - 64%	B	3	Good
45% - 54%	C	2	Satisfactory
35% - 44%	D	1	Poor
0% - 34%	F	0	Failure

NB: Grades A, B+, B and C shall be regarded as pass in ascending order of merit where A will be the highest pass grade and C would be the minimum pass grade while grade D and F shall be regarded as fail.

17.2.3 Higher Diploma (NTA Level 7) and Bachelor Degree (NTA Level 8)

The grading system for Higher Diploma (NTA Level 7) and Bachelor Degree (NTA Level 8) shall be as indicated below.

SCORE RANGE	GRADE	GRADE POINTS	REMARKS
70% - 100%	A	5	Excellent
60% - 69%	B+	4	Very good
50% - 59%	B	3	Good
40% - 49%	C	2	Satisfactory
35% - 39%	D	1	Poor
0% - 34%	F	0	Failure

NB: Grades A, B+, B and C shall be regarded as pass in ascending order of merit where A will be the highest pass grade and C would be the minimum pass grade while grade D and F shall be regarded as fail.

17.2.4 Computation of Grade Point Average (GPA)

The computation of GPA for all NTA Levels is based on the average performance of all modules studied. Hence, accumulative Grade Point Average (GPA) shall be used for the purpose of classifying awards. The cumulative GPA for all modules shall be calculated using the following procedures:

i) The letter grades obtained shall be converted into "points" as stipulated under Regulations 16.2.1 to 16.2.3.
ii) The credits for modules taken in each programme shall be used to determine the weight of each module. The credits for each module are shown in the programme curricula and under Section 15 of this prospectus.
iii) To get the score for the module, the points in (i) shall be multiplied by the module credits in (ii).
iv) The total score for the programme shall be the sum of scores for all modules taken as calculated in (iii).
v) To get the GPA, total score in (iv) shall be divided by sum of credits for all modules taken.
vi) The final value of the GPA shall be truncated to one decimal point. For example, 4.39 shall be taken as 4.3; 4.09 shall be 4.0 and 3.98 shall be 3.9.
vii) Symbolically, the formula for computing the cumulative Grade Point Average (GPA) can be presented as:

$$GPA = \frac{\sum(PxN)}{\sum N}$$

Where:

∑ = Summation symbol;
P = Grade Point assigned to a letter grade scored in the module;
N = Number of credits associated with the respective module

17.3 Classification of Awards

Basing on the GPA calculated in Regulation 16.2.4, the classification of the award at a particular NTA Level shall be as follows:

a) NTA Levels 4 and 5

CLASS OF AWARD	CUMULATIVE GPA
First Class	3.5-4.0
Second Class	3.0-3.4
Pass	2.0-2.9
Fail	0-1.9

NB. Any student who scores a GPA of less than 2.0 in a year shall be discontinued from studies.

b) NTA Levels 6, 7 and 8

CLASS OF AWARD	CUMULATIVE GPA
First Class	4.4-5.0
Upper Second Class	3.5-4.3
Lower Second Class	2.7-3.4
Pass	2.0-2.6
Fail	0-1.9

NB. Any student who scores a GPA of less than 2.0 in a year shall be discontinued from studies.

17.4 Award of Technician Certificate (NTA Level 5) and Higher Diploma (NTA Level 7)

Successful completion of Technician Certificate (NTA Level 5) entitles one to either proceed to the Ordinary Diploma (NTA Level 6) or to exit. A student who will successfully complete NTA Level 5 and wants to exit will be awarded a Technician Certificate of the programme understudy.

Successful completion of the Higher Diploma (NTA Level 7) entitles one to either proceed to the Bachelor's Degree (NTA Level 8) or to exit. A student who will successfully complete NTA Level 7 and wants to exit will be awarded a Higher Diploma (NTA Level 7) of the programme understudy.

18. POSTGRADUATE PROGRAMMES OFFERED BY THE ACADEMY

18.1 Admission Procedures

18.1.1 General Information

All admission enquiries should be addressed to:

The Rector,
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
Dar es Salaam,
TANZANIA.

Phone: +255 22 2820041/47
Fax: +255 22 2820816
Email: rector@mnma.ac.tz
Website: http://www.mnma.ac.tz

18.1.2 Admission Terms

i) The candidate admitted to MNMA has to understand that in accepting admission to this Academy, he/she commits himself/herself to adhere to its Act, statutes, regulations, rules and by-laws. MNMA is an institution of higher learning which expects students' behaviour to be moral, ethical and legal. The Academy reserves the right to withdraw admission if one behaves contrary to the objectives of the Academy.

ii) The Academy normally invites applications for admission to the various courses between early May and September of every year.

iii) A non-refundable/transferable application fee of TShs. 50,000/= for Tanzanian and 30 USD for non -Tanzanian for all master's programmes must be paid.

18.1.3 Registration

a) Candidates will be registered for coursework study followed by research leading to a dissertation.

b) Candidates shall register as full-time. Registration will take place during the first two weeks of Semester I of each Academic year.

c) First year candidates must submit the following documents at the time of registration:
   i. Evidence of payment of the Academy's fees.
   ii. Copies and the originals of transcripts and certificates [The originals will be returned to the candidate after physical verification].
   iii. Two current stamp-size (or passport-size) photographs.

d) Candidates must renew their registration at the beginning of every subsequent year by submitting a duly filled form (MNMA/PG. F) and paying the required fees

e) Failure to renew registration shall lead to automatic discontinuation from

studies.

f) Students shall be registered by names appearing on their Academic certificates. No change of names by students shall be entertained during the course of study at the Mwalimu Nyerere Memorial Academy.

g) No student shall be allowed to postpone studies after effective commencement of an academic year except under special circumstances. Permission to postpone studies will be considered after producing satisfactory evidence of the reason for postponement. Special circumstances shall include:
   i. Sickness, Serious social problems (each case to be considered on its own merit) or
   ii. Severe sponsorship problems.

h) Students shall be allowed to be away from the MNMA studies for a maximum of two years if they are to be re-admitted to the same programme and to the year of studies where they left off.

i) Transferring from one academic programme to another will be allowed only if the candidate possesses the required admission criteria for the programme for which transfer is being sought and a vacancy exists in that programme.

j) The registration of new and continuing students shall be two weeks from the first day of the commencement of the semester. Students seeking registration during the third week shall be liable to a surcharge paid per day as the Governing Board may from time to time prescribe. No student shall be registered after the third week since the commencement of the semester.

k) Every registered candidate is required to submit a progress report (MNMA/PG/F.3) to his/her supervisor who shall forward to the Postgraduate Head of Department.

l) Students will have to observe the following procedures:

i. To complete the coursework component of the programme, a student must pass a minimum number of units, including all the prescribed core courses in the programme.

ii. On Examiners committee approval of the results, the candidate proceeds to the dissertation phase of the programme. It is essential that he/she writes and tables a comprehensive proposal in a departmental seminar for the Departmental Postgraduate Studies Committee to review and approve.

18.1.4 Extension of Registration Period

a) Candidates who, for valid reasons, fail to complete their theses/dissertations within the specified period may apply (using MNMA/PG/ F.2) for an extension of the registration period.

b) The student shall pay an extension fee per month as the Governing Board may from time to time prescribe. The extension period shall not exceed six months.

c) Under very special circumstances, the Directorate of Academic Support Services may consider a further extension of registration period for a

maximum of six months provided it is within the maximum allowable period of registration.

d) Postponement of studies shall not be entertained. However, under special circumstances, permission to postpone studies may be considered as per the Academy's Regulation and Guidelines for students at the coursework phase while students on thesis and dissertation phase shall be required to freeze registration as per regulation number 17.1.5.

18.1.5 Freezing Registration

i. If, for any sound reason, a candidate fails to continue with his/her studies, he/she may apply to the Deputy Rector Academic through the respective Head of Department and Head of Postgraduate studies for freezing his/her registration.
ii. The maximum period for such freezing shall be two years.
iii. Freezing of registration is not allowed for students who are still at the coursework phase.

18.1.6 Maximum Period of Registration

i. The maximum period of registration for a Master degree shall be three years.
ii. A candidate who fails to complete his/her Master programme within the maximum period of registration shall be discontinued from studies.

18.1.7 Regulations

i. A student enrolled at the Academy shall not be allowed to postpone studies after the academic year has begun except under special circumstances and with permission from the Deputy Rector – Academic.
ii. Permission to postpone studies shall be considered after producing satisfactory evidence of the reasons for postponement. Special circumstances shall include ill health and serious social and economic problems.
iii. No student shall be allowed to postpone studies during the two weeks preceding commencement of final examinations but may be considered for postponement of examinations.
iv. No change of names by students shall be allowed during the course of study. Students shall be allowed to use names appearing on the certificates which qualified them for admission.

18.1.8 Admission Requirements for Master's Programmes (NTA level 9)

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
1.	Master degree in Human Resource Management	The entry qualifications for a student to be admitted to this programme are as follows: i) A candidate for admission into the Master's degree in Human Resource Management must hold at least a second class (2.7 GPA) bachelor degree or advanced diploma in any field (s) of study from recognized institutions of higher learning. ii) The Academy will also consider a PASS Degree/ Advanced diploma candidate upon producing evidence of having obtained an examined postgraduate or professional qualification from approved bodies. iii) A candidate who holds unclassified degrees should have an average credit of B or above. A candidate holding a degree or advanced diploma whose classification is not easily distinguishable by the Academy shall be required to have his or her qualifications clarified by the Tanzania Commission for Universities (TCU) before being considered for an admission.
2.	Master degree in Leadership, Ethics and Governance	The entry qualifications for a student to be admitted in this programme are as follows: i) A candidate for admission into the Master's degree in Leadership, Ethics and Governance must hold at least a second class (2.7 GPA) bachelor degree or advanced diploma in any field(s) of study from recognized institutions of higher learning. ii) A candidate with PASS Degree/Advanced diploma will also be considered by the Academy upon producing evidence of having obtained an examined postgraduate or professional qualification from approved bodies. iii) A candidate who holds unclassified degrees should have an average credit of B or above. A candidate holding a degree or advanced diploma whose classification is not easily distinguishable by the Academy shall be required to have his or her qualifications clarified by the Tanzania Commission for Universities (TCU) before being considered for an admission.

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
3.	Master degree in Gender and Rural Development	The entry qualifications for a student to be admitted in this programme are as follows i) A candidate must hold at least second- class bachelor's degree or advanced diploma in gender- related field or any other social science field (s) of study (minimum of three years of study) from recognised institutions of higher learning. ii) A candidate with PASS degree / Advanced Diploma upon producing an evidence of having obtained postgraduate or professional qualification from approved bodies. iii) A candidate with unclassified degrees should have an average of B or above. A candidate holding a degree or advanced diploma whose classification is not easily distinguishable by the Academy shall be required to have his or her qualifications clarified by the Tanzania Commission for Universities (TCU) before being considered for an admission.

18.2 Master Degree in Human Resource Management (M.HRM)

18.2.1 Programme Objectives

18.2.1.1 General Objectives

The general objective of this programme is to produce qualified and competent human resource practitioners who are prepared to take on new roles in the Tanzania and global modern organizations**.**

18.2.1.2 Specific Objectives

a) To help students acquire required competencies for better results for the organization in which they will happen to be and these are skills, attitudes knowledge and wider attributes.
b) To facilitate training in consideration of individual learning differences by using alternatives paths and flexible scheduling of learning activities, and also help learners to be more inquisitive, reflective and understanding.
c) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management processes.
d) To prepare human resource workers who are competent in the application of knowledge, skills and attitudes in operational areas.

18.2.2 Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
SHG 09101	Principles and Practices of Human Resource Management	Core	21
SHG 09102	Organizational Behaviour	Core	7
SHG 09103	International Strategic Human Resource Management	Core	20
SHG 09104	Leadership and Ethics	Core	7
SHG 09105	Employees and Labour Relations	Core	18
Total Credits			**73**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
SHG 09201	Public Financial Management	Core	7
SHG 09202	Strategic Human Resource Management	Core	21
SHG 09203	Human Resource Accounting and Information System	Core	18
SHG 09204	Conflict Management in Organizations	Core	7
SHG 09205	Social Science Research Methods	core	18
SHG 09206	Organizational Development and Change (Optional)	Optional	7
SHG 09207	Human Resource Development (Optional)	Optional	7
Total Credits			**85**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
SHG 09301	Dissertation	Core	36
Total Credits			**36**

18.3 Master Degree in Leadership, Ethics and Governance (MA. LEG)

18.3.1 Programme Objectives

18.3.1.1 General Objective of the Programme

The general objective of this programme is to produce qualified, competent and ethical leaders for governing and managing modern organizations locally and globally.

18.3.1.2 Specific Objectives

a) To enable the students acquire competencies in LG for better results in managing organizations.
b) To facilitate training in consideration of individual learning differences by using alternatives paths and flexible scheduling of learning activities, and

also help learners to be more inquisitive, reflective and understanding.

c) To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the governance practices.

d) To prepare ethical leaders who are competent in the application of knowledge, skills and attitudes in operational areas.

18.3.2 Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
LEG 09101	Leadership Theories and Styles	Core	21
LEG 09105	Principles of Good Governance	Core	18
LEG 09106	Development Economics	Elective	7
LEG 09104	Strategic Human Resource Management	Elective	7
LEG 09102	Administrative and Labour Laws	Elective	7
Total Credits			**53**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
LEG 09206	Applied Leadership	Core	20
LEG 09202	Leadership and Ethics	Core	21
LEG 09204	Nationalism and National Consolidation	Core	18
LEG 09205	Social Science Research Methods	Core	18
LEG 09201	Public Policy Management	Elective	7
LEG 09204	International Diplomacy in Leadership	Optional	7
LEG 09207	Public Finance	Optional	7
Total Credits			**91**

Semester Three			
Module Code	**Module Name**	**Module Type**	**Credits**
LEG 09301	Dissertation	Core	36
Total Credits			**36**

18.4 Master Degree in Gender and Rural Development (MA.GRD)

18.4.1 Programme Objectives

18.4.1.1 General Objective of the Programme

The general objective of this programme is to train competent gender and rural development experts at the Masters level.

18.4.1.2 Specific Objectives

a) To develop the knowledge and skills needed for someone to work

as a planner, policy maker, and social scientist in Tanzania and other developing countries.

b) To provide students with piece of in-depth knowledge and understanding of gender issues related to social, economic, and political rural development.
c) To enable students to interpret Government policies and their implications in economic, political, and social terms of rural development.
d) To enable students to relate theories of gender and development practises in the context of rural development in developing countries.
e) To train for the prevention and detection of gender violence in urban and rural areas
f) To develop students' skills in research and other professional subjects relevant to graduates' future careers

18.4.2 Programme Modules

Semester One			
Module Code	**Module Name**	**Module Type**	**Credits**
MGD 09101	Gender and Rural Development	Core	12
MGD 09102	Feminist and Gender Theories	Core	12
MGD 09103	Extension and Communication in Rural Development	Core	12
MGD 09104	Research Methodology	Core	12
MGD 09105	Rural Development Policies and Planning	Core	12
MGD 09106	Lobbying and Advocacy	Elective	12
MGD 09107	Gender, Climate change and Food Security	Elective	10
MGD 09108	Gender and Resource Management	Elective	10
Total Credits			**92**

Semester Two			
Module Code	**Module Name**	**Module Type**	**Credits**
MGD 09209	Dissertation	Core	28
MGD 09210	Statistical Methods for Rural Management	Core	12
MGD 09211	Gender and Project Management	Core	12
MGD 09212	Gender and Entrepreneurship in Rural Development	Core	12
MGD 09213	Women Human Rights	Core	12
MGD 09214	Gender Mainstreaming in Rural Development	Core	12
MGD 09215	Gender and Conflict Management	Elective	10
ESP 09209	Gender, Leadership and Ethics	Elective	10
Total Credits			**108**
Total Credit hours for all Semesters			**200**

18.5 Module Assessment and Evaluation for Master's Degree Programmes

18.5.1 Assessment Procedures

i) Students shall be assessed in every module through coursework and end of semester examination. Master programme, assessment should also include dissertation which carries 100%.

ii) A student who scores less than 25% of the total marks of the continuous assessment/coursework in a particular module shall not be allowed to sit for end of semester examination and shall repeat the particular module. Table 17.1 and 17.2 provides pass mark for continuous assessment for different programmes.

Table 17.1: Minimum Scores for Continuous Assessment

Programme	Continuous Assessment		
	Total Marks	% Needed for Pass	Scores
Master's Degree (NTA Level 9)	50	50%	25

iii) Semester examinations will carry 50% for a Master programme.

iv) A student will be considered to have passed the examination in a particular module if he/she scores (both continuous assessment plus end of semester examination results combined together) a B or HIGHER GRADE. Table 17.2 provides the minimum pass mark in each module for different programmes.

Table 17.2: Minimum pass mark for each module for different programmes

Programme	Minimum Pass Mark	Grade
Master's Degree (NTA Level 9)	50	B

NB: Grades A, B+ and B shall be regarded as pass in ascending order of merit where A will be the highest pass grade while C, D and F shall be regarded as fail.

v) A Student who will score less than a "B" grade in each module component (continuous assessment plus end of semester examination) shall be required to sit for a supplementary examination if he/she fulfils the conditions for supplementary examinations as stipulated in the general examination regulations and guidelines.

18.5.2 Grading System

The raw score for continuous assessment and end of semester examination shall be recorded to a whole number with one decimal point. The final score for grading purpose shall be rounded off to the nearest whole number.

The grading system

SCORE RANGE	GRADE	GRADE POINT	REMARKS
70% - 100%	A	5	Excellent
60% - 69%	B+	4	Very good
50% - 59%	B	3	Satisfactory
40% - 49%	C	0	Failure
35% - 39%	D	0	Failure
0% - 34%	E	0	Failure

18.5.3 Computation of Grade Point Average (GPA)

The computation of GPA for all NTA Levels is based on the average performance of all modules studied. Hence, a cumulative Grade Point Average (GPA) shall be used for the purpose of classifying awards. The cumulative GPA for all modules shall be calculated using the following procedures:

i) The letter grades obtained shall be converted into "points" as stipulated under Regulations 17.6.2.
ii) The credits for modules taken in each programme shall be used to determine the weight of each module. The credits for each module are shown in the programme curricula and under section 17 of this prospectus.
iii) To get the score for the module, the points in (i) shall be multiplied by the module credits in (ii).
iv) The total score for the programme shall be the sum of scores for all modules taken as calculated in (iii).
v) To get the GPA, total score in (iv) shall be divided by sum of credits for all modules taken.
vi) The final value of the GPA shall be truncated to one decimal point. For example, 4.39 shall be taken as 4.3; 4.09 shall be 4.0 and 3.98 shall be 3.9.

Symbolically, the formula for computing the cumulative Grade Point Average (GPA) can be presented as:

$$GPA = \frac{\sum(PxN)}{\sum N}$$

Where:

$\sum$ = Summation symbol;
P = Grade Point assigned to a letter grade scored in the module;
N = Number of credits associated with the respective module.

18.5.4 Classification of Awards

Basing on the GPA calculated in Regulation 17.6.3, the classification of award at a particular NTA Level shall be as follows

NTA Levels 9

CLASS OF AWARD	CUMULATIVE GPA
First Class	4.4 - 5.0
Upper Second Class	3.5 - 4.3
Lower Second Class	2.7 - 3.4

18.5.5 Graduation Ceremony

There shall be held a Graduation Ceremony every calendar year. The ceremony shall be held on such a date, determined by the Governing Board, as may be convenient to the Academy after the declarations of the overall year results pertaining to the previous academic year. The requirements for graduation are as follows:

i) A student must pass all modules as set forth in the curriculum with a minimum pass mark of "B".
ii) Students must fulfil all other requirements as prescribed by the Academy's rules.
iii) Students must have paid all the fees, deposits and outstanding charges.
iv) The Chairperson of the Governing Board shall confer Master degrees to all candidates who have successfully fulfilled all graduation requirements as stipulated in Sub Section (i), (ii) and (iii) above.

18.5.6 Issue of Academic Transcripts

The Academy may issue academic transcripts at the cost of TShs. 10,000/= and provisional results will be issued for TShs. 5,000/=. These costs shall be reviewed from time to time as the case may be.

18.5.7 Replacement of Lost Academic Certificates

The Academy may issue another copy in case of loss of the original certificate on the following condition:

a) The applicant produces an affidavit;
b) The applicant produces evidence that the loss has been publicly announced, including a written report from the Police.
c) The replacement certificate shall not be issued until the Academy's Authority is satisfied and convinced with the produced evidences.
d) The certificate so issued shall be marked "TRUE COPY" across it.
e) A fee of TShs. 50,000/= (fifty thousand only) or equivalent shall be charged for the copy of certificate issued.

18.5.8 Rectification of Errors

i) All complaints, applications or rectifications of clerical, arithmetical, grammatical errors, mistakes or misspellings of any names of candidates shall have to be lodged and/or made before the graduation ceremony.

ii) Any genuine complaints as to clerical, arithmetic, grammatical or any other errors, which affect the award of any candidate shall first be lodged to the Examinations Officer who shall cause an investigation to be undertaken forthwith and make recommendation to the Deputy Rector - Academic for decision.

19. STUDENTS' WELFARE, RULES AND REGULATIONS

19.1 The Dean of Students

The Dean of Students is responsible for the general administration of students' welfare, accommodation, discipline, social services, and cultural, recreational, sports and religious activities.

19.2 Orientation for New Students

Orientation is held one week before the commencement of the first semester. Students are exposed to existing rules and regulations guiding their life at the Academy.

19.3 Students' Government

19.3.1 The Academy has a Students' Organisation known as The Mwalimu Nyerere Memorial Academy Students' Organisation (MASO). The Students' Organization is responsible for Students' academic, social and recreational activities at the Academy.

19.1.2 The objectives of MASO shall be:

a) To protect and promote students' interests in all aspects of their lives during their stay at the Academy.
b) To establish a proper organisational basis for communication between the Academy's administration and students.
c) To form, maintain and develop fraternal relations with students of other learning institutions in Tanzania, Africa and the world over.

19.4 Financial Matters

a) Each student must complete payment of the fees at the beginning of every academic year.
b) A student is not allowed into any lecture or tutorial session without being registered with the Academy.
c) A student shall be issued with identity card which he/she will present when seeking any service at the Academy.
d) Any student attempting to attend classes or access to any other Academy's facility without paying fees is subject to expulsion.

19.5 Residence

i) Accommodation

Accommodation is not guaranteed to everyone as the Academy has minimum number of rooms. However, students are advised to look for off -campus accommodation. The Office of the Dean of Students shall assist on such exercise.

ii) Proper keeping of all properties

Students who get accommodation in the halls of residence of the Academy

are responsible for the proper keeping of all properties and any damage or loss must be reported to the Hall Warden. All rental payment should be done during the first 14 days.

iii) Demonstration and Strike

Strikes of any form are strictly prohibited and might lead to participants' discontinuation from studies at the Academy. Students can demonstrate only after getting permission from the Rector to do so.

iv) Security and Cleanliness

Students shall be responsible for security, general cleanliness and tidiness of the rooms they occupy.

v) Cooking

Cooking of any form by students is not allowed in the halls of residence or any other premises. For the avoidance of any doubt, cooking includes frying, roasting, boiling, baking and warming by use of any source of energy and any appliance. Any person found guilty of an offence under this by-law shall be liable for eviction from the room.

vi) Smoking and Drugs

Smoking is not allowed in public areas. Usage of drugs such as, Marijuana, Cocaine, etc. is strictly prohibited within the Academy's campus and outside the campus.

vii) Relative/ Unauthorized Person

Students shall not be allowed to live with any unauthorized person or persons in their rooms, including spouse, children or other relatives and other students (subletting). Any person found guilty of the offence under this section shall be liable to a fine and eviction from the room.

viii) Dressing Code

MNMA is training prospective officers; this means that decent dressing should be adhered to. Immoral and inappropriate dressing by a student shall subject him/her into disciplinary actions (see attachment 1 and 2 last pages).

ix) Gender Violence and Sexual Harassment

Gender violence and sexual harassment is against human rights. Hence, any student who will be involved in such inhuman activities of any sort shall not be tolerated. Strict disciplinary measures shall be taken against the respective student.

19.6 Maternity

i)Pregnancy will not be considered as an illness unless otherwise advised by a medical practitioner. An on campus female student is not allowed to stay on campus with her child after birth.

ii)After birth a female student shall be granted upon request, a maternity rest not exceeding 21 days from the day of giving birth. Should there be any symptoms of maternal complications after that period; the same will be advised to postpone studies.

19.7 Permission to Travel

(i) Students are responsible for their own travelling arrangements to and from the Academy.
(ii) No student shall, except on very exceptional circumstances, obtain leave of absence for more than 14 days in total in any Academic year.
(iii) Permission to travel outside Dar es Salaam/Unguja/Pemba during weekends or Public holidays shall be granted by the Dean of Students.
(iv) Permission to travel during week days and involving missing lectures and seminars shall be obtained in writing from the Head of respective Department and a copy of the letter of permission submitted to the Deputy Rector and the Dean of Students. For Karume Campus a copy of the letter of permission shall be submitted the Principal.
(v) Permission to travel outside the country shall be obtained from the Rector.

19.8 Religious Activities

Students have complete freedom of worship, with essential limits that the enjoyment of this freedom shall not, in any way, prevent other MNMA's activities and/or members in the community from enjoying their own freedom. Facilities for all major denominations are available within a walking distance from the Academy.

19.9 Games and Sports

The Academy encourages students to participate in different games and sports. Sports facilities available at the Academy include football field, Volleyball, Basketball and Netball courts. Students can fully participate in soccer, athletics, table tennis, basketball, netball, handball, swimming etc.

19.10 Catering Services

Meals are served in the cafeterias which are outsourced. Services are provided to all students and visitors on cash payment and according to food service timetable.

19.11 Health Services

(i) Students get medical services in the MNMA dispensary, which is headed by a competent medical practitioner. All health cases requiring special attention are referred to relevant hospitals in the City.
(ii) Students shall get medical services by using active Health Insurance Cards. Students are required to pay for the NHIF cards or submit other recognised active Health Insurance Cards for verification during the registration process.
(iii) Payments of medical Insurance are part and parcel of student registration.

19.12 Vehicles

Any student wishing to keep and operate any vehicle, i.e. motor vehicles, motorcycles, bicycles, etc. at the campus shall do that at his/her own risk. The Academy shall not be responsible for any damage or loss of the vehicles, motorcycles, bicycles, etc. All vehicles shall park at the parking area for visitors, which is outside the Administration area.

NOTE: Other rules and regulations guiding students' social and academic life can be found in Students' By-laws, Accommodation Agreement, MASO Constitution, etc.

20. THE MNMA LIBRARY

The library is the heart of the Campus and it is an integral part of the MNMA Mission "to dedicate itself to the advancement of lifelong learning through excellence in teaching, research, consultancy and public service in a challenging and supportive learning environment where pursuit of knowledge, creative enquiry, critical thinking and applied skills are cultivated and sustained. The provision of library and information services done in both print and electronic forms from different sources such as textbooks, periodicals, newspapers, journal articles, theses, dissertations and other reading materials to lecturers, administrative staff, students, researchers and other users from within and outside the academy.

Services provided include:

i. Lending of library information resources
ii. Document delivery services
iii. Instruction on how to access and use library information resources
iv. Orientation and Information Literacy Sessions
v. Selective Dissemination of Information
vi. Literature search services e.g., Search for a specific journal title from subscribed data base and
vii. Research support services e.g., installation of reference management software and its application in research writing.

20.1 MNMA Library-Opening Hours

DAYS	SERVICE HOURS	DINNER BREAK	SERVICE HOURS
Weekdays: Monday – Friday	9.00 am – 6.00 pm	6.00 pm – 7.30 pm	7.30 pm – 10.00 pm
Weekends: Saturdays	9.00 am – 1.00 pm	Closed	Closed
Sundays	Closed	Closed	Closed
Public Holidays	Closed	Closed	Closed

20.2 Admission to the Use of the Library

i) All registered students and Academic members of staff of the Academy are entitled to use and borrow materials from the Library.
ii) Other employed members of MNMA or staff of other Cadres are also allowed to make use of the Library though they are not allowed to borrow materials unless special permission from the Deputy Rector - Academic/ Principal/ Head of library Department is given. If that permission is granted then, that particular Staff will be required to submit his or her Identity Card.
iii) External users: - Persons who are not Students or Staff members of the Academy may neither use the Library nor borrow any particular material from the Library unless special permission from the Rector is given.

20.3 Borrowing Tickets

a) Students

All registered students will be issued with three (3) Borrowing tickets for use as follows:

i) One ticket marked “Special Reserve” will be used for borrowing special Reserve materials (for use within library only)

ii) The remaining two tickets will be used for borrowing materials from lending collection for reading outside the library.

b) Academic Members Of Staff

The teaching staff will be issued the five tickets of which each ticket will be given one item/information resource for borrowing.

20.4 Overdue Materials

i) Fines will be charged on all types of items which are overdue at the rate of five hundred (500/=) shillings per day per item.

ii) A fine of two hundred (200/=) shillings per each extra hour per item will be imposed on Special Reserve information resources materials after the normal two hours loan period.

iii) If a reader refuses to pay the fine(s) demanded, his/her borrowing ticket will be barred from using the library.

iv) For the lost item/book charge, the amount will be paid depending on the current value of the lost item/book.

v) A valid receipt will be issued after such payment

vi) No document [s] shall be removed from the library until it has been officially issued to the borrower[s], inspected and checked by the staff at the exit counter.

21. INTERNAL ORGANS OF THE ACADEMY

21.1 The Governing Board

21.1.1 Members

Refer to Section No. 2 of this Prospectus for the details.

21.1.2 Duties

a) To govern and control the Academy.
b) To administer both movable and immovable properties of the Academy.
c) To administer the funds and other assets of the Academy.
d) To formulate policies of the Academy.
e) To signify the acts of the Academy by using the common seal.
f) To receive and give grants, gifts, donations or other moneys on behalf of the Academy.
g) To establish committees as the Governing Board may deem fit.
h) To establish a search committee.
i) To receive, consider and make determination on reports and recommendations from the committees.
j) To set fees of the Academy.
k) To do all such acts as may be provided for in Act No. 6 of 2005 or as May in the opinion of the Board are necessary or expedient for the proper discharge of its functions.

21.2 Academic Committee

21.2.1 Members

a) The Rector, who shall be the Chairperson
b) The Deputy Rector (Planning, Finance and Administration)
c) Campus Directors
d) Directors responsible for Academic, Research and Consultancy
e) Assistant Campus Directors
f) Deans of Faculties
g) Head of Legal Services Unit
h) Head of ICT- Technical Unit
i) Two representatives from the Students' Organisation
j) Director of Students Services
k) One Representative from the Collage or School or Faculty of Social Sciences of Accredited University
l) One representative from the Ministry responsible for Higher Education
m) One Representative from the Governing Board
n) Head of Quality Assurance Department
o) One Member representing the Academic Staff Assembly (MNMASA)
p) The Deputy Rector (Academic, Research and Consultancy) - who shall be the Secretary to the Committee.

21.2.2 Duties

a) To satisfy itself regarding the content and academic standard of any course of study offered by the Academy.
b) With the consent of the Governing Board to make regulations regarding:
   (i) The eligibility of persons for admission to courses for a degree, diploma, certificate or other award as may be determined by the Governing Board;
   (ii) The standard of proficiency to be attained in each examination for a degree, diploma, certificate or other award as may be determined by the Governing Board.
c) To regulate the conduct of examinations of the Academy.
d) To decide whether any candidate for a degree, diploma, certificate or other award of the Academy has attained the standard of proficiency prescribed in the regulations made under paragraph (b).
e) To approve the Academy's Examinations results
f) To approve admissions
g) To consider recommendations made by the established departments.
h) To make proposals to the Academy on matters relating to the Academic affairs.
i) To perform such other functions as are conferred upon the Academic Committee by Act No.6 of 2005.

21.3 Sub-Committees of the Academic Committee

21.3.1 Undergraduate Studies Committee

21.3.1.1Members

a) Deputy Rector (Academic, Research and Consultancy) - Chairperson
b) Deputy Rector (Planning, Finance and Administration)
c) Campus Director – Karume Campus
d) Campus Director – Pemba Campus
e) Assistant Campus Director – Karume Campus
f) Assistant Campus Director – Pemba campus
g) Director - Research, Consultancy and Publications Directorate
h) Director – Library Services Directorate
i) Deans of Faculties
j) Director of Students Services
k) Head of Quality Assurance Department
l) Two Representatives from MASO
m) Head of Admissions Department
n) Head of Examinations Department
o) Head of ICT (Technical) Unit
p) MNMASA representative
q) Director - Academic Support Services – Secretary

21.3.1.2 Duties

a) To receive and review undergraduate examination results from Faculty Academic Committees.

b) To recommend candidates who have successfully passed undergraduate examinations to be awarded their degree, diploma, certificate or other award of the Academy.
c) To submit examination results to the Academic Committee for approval.
d) To deal with all problems pertaining the examinations.
e) To submit recommendations to the Academic Committee in respect of those who have been involved in examination irregularities.
f) To scrutinize and revise the qualifications and procedures of students' admission and make recommendations to the Academic Committee.
g) To scrutinize the applications for admission and make provisional selection of qualified candidates.
h) To submit proposal of the provisionally selected candidates to the Academic Committee for approval.

21.3.2 Postgraduate Studies Committee

21.3.2.1 Members

a) Deputy Rector (Academic, Research and Consultancy) - Chairperson
b) Deputy Rector (Planning, Finance and Administration)
c) Campus Director - Karume Campus
d) Campus Director - Pemba Campus
e) Assistant Campus Directors - Karume Campus
f) Assistant Campus Director - Pemba Campus
g) Director - Research and Consultancy Directorate
h) Director - Library Services Directorate
i) Deans of Faculties
j) Director of Students' Services
k) Head of Quality Assurance Department
l) One Representatives from MASO
m) Head of Admissions Department
n) Head of Examinations Department
o) Head of ICT (Technical) Unit
p) MNMASA representative
q) Director – Academic Support Services Directorate - Secretary

21.3.2.2 Duties

a) To receive and review postgraduate examination results from Faculty Academic Committees.
b) To recommend candidates who have successfully passed examinations to be awarded their postgraduate degrees, diploma, certificate or other award of the Academy.
c) To submit postgraduate examination results to the Academic Committee for approval.
d) To deal with all problems pertaining the postgraduate examinations.
e) To submit recommendations to the Academic Committee in respect of those postgraduate students who have been involved in examination irregularities.

f) To scrutinize and revise the qualifications and procedures of postgraduate students' admission and make recommendations to the Academic Committee.
g) To scrutinize the applications for postgraduate admission and make provisional selection of qualified candidates.
h) To submit proposal of the provisionally selected postgraduate candidates to the Academic Committee for approval.

21.3.3 Research and Consultancy Committee

21.3.3.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) Director - Karume Campus
e) Director - Pemba Campus
f) Director - Academic Support Services Directorate
g) Director - Library Services Directorate
h) Deans of Faculties
i) Head of Quality Assurance Department
j) MNMASA representative
k) Director – Research and Consultancy Directorate - Secretary

21.3.3.2 Duties

a) To recommend research and consultancy policies for approval by the Academic Committee and the Governing Board.
b) To review and approve research proposals and reports,
c) To solicit and manage research funds
d) To suggest rates for consultancy services.
e) To monitor and evaluate research-based publications.

21.3.4 Committee of Deans, Directors and Coordinators

21.3.4.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) Campus Directors - Karume Campus
e) Campus Director – Pemba Campus
f) Assistant Campus Directors - Karume Campus
g) Assistant Campus Director – Pemba Campus
h) Director – Academic Support Services Directorate
i) Director– Research, Consultancy and Publications Directorate
j) Deans of Faculties
k) Director of Students Services
l) Teaching Practice Coordinator
m) Field Attachment Training Coordinator
n) Head of Quality Assurance Department
o) Secretary - To be appointed amongst Deans

21.3.4.2 Duties

a) To consider recommendations made by Faculty meetings.
b) To propose on matters related to academic affairs.
c) To recommend names of external examiners to the Undergraduate/ Postgraduate Studies Committees of the Academic Committee for approval.
d) To perform any other duties as may be assigned by the Rector or any higher organ.

21.3.5 Faculty Academic Committees

21.3.5.1 Members

a) Faculty Dean who shall be the Chairperson
b) Heads of Academic Departments in the Faculty
c) Faculty Admissions Officer
d) Faculty Examinations Officer
e) Faculty Teaching Practice/ Practical Training Coordinator
f) Faculty Quality Assurance Officer
g) Head of ICT (Technical) Unit
h) Faculty Administrative Officer - Secretary

21.3.5.2 Duties

a) To address all academic matters at the faculty level.
b) To ensure that all programmes offered by the faculty are effectively implemented.
b) To handle student admission/registration matters and report to the appropriate the Undergraduate/Postgraduate Studies Committee.
c) To handle examination matters at the faculty level and report to the appropriate the Undergraduate/Postgraduate Studies Committee.
a) To handle matters of research and consultancy at the faculty level and report to the Research and Consultancy Committee.
b) To administer the implementation of examination procedures and regulations.
c) To see to it that the examinations timetable is implemented accordingly from setting of examinations to releasing of examination results.
d) To make sure that examinations are conducted efficiently without any irregularities such as possession of unauthorised materials, dishonesty or infringement of procedures and regulations.
e) To deal with all problems pertaining the examinations.
f) To prepare and review curricula and make recommendations to the Undergraduate/Postgraduate Studies Committee of the Academic Committee.
g) To appoint research supervisors.

21.4 Campus Academic Committee

21.4.1 Members - Karume Campus

a) The Campus Director - who shall be the Chairperson
b) Assistant Campus Director (Planning, Finance and Administration)
c) Campus Coordinator of Postgraduate Studies, Research, and Consultancy
d) Campus Coordinator of Undergraduate Studies
e) Faculty Deans
f) Campus Head of Quality Assurance Unit
g) Head of Library
h) Campus Examinations Officer
i) Campus Admission Officers
j) Head of Legal Unit
k) Head of ICT – Technical Department
l) Two representatives from the Students Organisation
m) Dean of Students
n) MNMASA representative
o) The Assistant Campus Director (Academic, Research and Consultancy) - who shall be the Secretary to the Committee.

21.4.2 Members - Pemba Campus

a) The Campus Director - who shall be the Chairperson
b) Assistant Campus Director (Planning, Finance and Administration)
c) Campus Coordinator of Undergraduate Studies
d) Heads of Academic Departments/ Units
e) Campus Head of Quality Assurance Unit
f) Head of Library
g) Campus Admissions Officer
h) Campus Examinations Officer
i) Head of Legal Unit
j) Head of ICT – Technical Department
k) Two representatives from the Students Organisation
l) Dean of Students
m) MNMASA representative
n) The Assistant Campus Director (Academic) - who shall be the Secretary to the Committee.

21.4.3 Duties

a) To satisfy itself regarding the content and academic standard of any course of study offered by the Academy.
b) With the consent of the Governing Board to make regulations regarding:
   (i) The eligibility of persons for admission to courses for a degree, diploma, certificate or other award as may be determined by the Governing Board;
   (ii) The standard of proficiency to be attained in each examination for a degree, diploma, certificate or other award as may be determined by the Governing Board.
c) To regulate the conduct of examinations of the Academy.

d) To decide whether any candidate for a degree, diploma, certificate or other award of the Academy has attained the standard of proficiency prescribed in the regulations made under paragraph (b).
e) To approve the Academy's Examinations results
f) To approve admissions
g) To consider recommendations made by the established departments.
h) To make proposals to the Academy on matters relating to the Academic affairs.
i) To perform such other functions as are conferred upon the Academic Committee by Act No.6 of 2005.

21.5 Sub-Committees of the Campus Academic Committee

21.5.1 Campus Undergraduate Studies Committee

21.5.1.1 Members – Karume Campus

a) Assistant Director (Academic, Research and Consultancy) - Chairperson
b) Assistant Director (Planning, Finance and Administration)
c) Dean of Faculties
d) Campus Coordinator of Postgraduate Studies, Research and Consultancy
e) Campus Teaching Practice Coordinator
f) Campus Field Attachment Training Coordinator
g) Dean of Students
h) Campus Admissions Officer
i) Campus Examinations Officer
j) Campus Quality Assurance Officer
k) Two Representatives from MASO
l) Head of ICT (Technical) Unit
m) MNMASA representative
n) Campus Coordinator of Undergraduate Studies – Secretary

21.5.1.2 Members – Pemba Campus

a) Assistant Director (Academic, Research and Consultancy) - Chairperson
b) Assistant Director (Planning, Finance and Administration)
c) Heads of Academic Departments
d) Campus Teaching Practice Coordinator
e) Campus Field Attachment Training Coordinator
f) Dean of Students
g) Campus Admissions Officer
h) Campus Examinations Officer
i) Campus Quality Assurance Officer
j) Two Representatives from MASO
k) Head of ICT (Technical) Unit
l) MNMASA representative
m) Campus Coordinator of Undergraduate Studies – Secretary

21.5.1.3 Duties

a) To receive and review undergraduate examination results from Departmental Academic Committees.
b) To recommend candidates who have successfully passed undergraduate examinations to be awarded their degree, diploma, certificate or other award of the Academy.
c) To submit examination results to the Campus Academic Committee for approval.
d) To deal with all problems pertaining the examinations.
e) To submit recommendations to the Campus Academic Committee in respect of those who have been involved in examination irregularities.
f) To scrutinize and revise the qualifications and procedures of students' admission and make recommendations to the Campus Academic Committee.
g) To scrutinize the applications for admission and make provisional selection of qualified candidates.
h) To submit proposal of the provisionally selected candidates to the Campus Academic Committee for approval.

21.5.2 Campus Postgraduate Studies Committee

21.5.2.1 Members

a) Assistant Director (Academic) - Chairperson
b) Assistant Campus Director (Administration)
c) Faculty Deans
d) Campus Coordinator of Undergraduate Studies
e) Campus Teaching Practice Coordinator
f) Campus Field Attachment Training Coordinator
g) Campus Quality Assurance Officer
h) Campus Admissions Officer
i) Campus Examinations Officer
j) Head of ICT (Technical) Unit
k) MNMASA representative
l) Dean of Students
m) One Representatives from MASO
n) Campus Coordinator of Academic Support Services- Secretary

21.5.2.2 Duties

a) To receive and review postgraduate examination results from Departmental Academic Committees.
b) To recommend candidates who have successfully passed examinations to be awarded their postgraduate degrees, diploma, certificate or other award of the Academy.
c) To submit postgraduate examination results to the Campus Academic Committee for approval.
d) To deal with all problems pertaining the postgraduate examinations.
e) To submit recommendations to the Campus Academic Committee in respect of those postgraduate students who have been involved in

examination irregularities.

f) To scrutinize and revise the qualifications and procedures of postgraduate students' admission and make recommendations to the Campus Academic Committee.
g) To scrutinize the applications for postgraduate admission and make provisional selection of qualified candidates.
h) To submit proposal of the provisionally selected postgraduate candidates to the Campus Academic Committee for approval.

21.5.3 Campus Research and Consultancy Committee

21.5.3.1 Members - Karume Campus

a) Campus Director - Chairperson
b) Assistant Director (Academic)
c) Assistant Director (Finance)
d) Campus Coordinator of Undergraduate Studies
e) Faculty Deans
f) Head of Research and Consultancy Unit
g) Campus Quality Assurance Officer
h) MNMASA representative
i) Campus Coordinator of Postgraduate Studies, Research and Consultancy – Secretary

21.5.3.2 Members - Pemba Campus

a) Campus Director - Chairperson
b) Assistant Director (Academic)
c) Assistant Director (Planning, Finance and Administration)
d) Campus Coordinator of Undergraduate Studies
e) Heads of Departments
f) Head of Research and Consultancy Unit
g) Campus Quality Assurance Officer
h) MNMASA representative
i) Campus Coordinator of Postgraduate Studies, Research and Consultancy - Secretary

21.5.3.3 Duties

a) To recommend research and consultancy policies to the Campus Academic Committee for approval by the Academic Committee and the Governing Board.
b) To review and approve research proposals and reports,
c) To solicit and manage research funds
d) To suggest rates for consultancy services.
e) To monitor and evaluate research-based publications.

21.5.4 Committee of Director of Campus, Faculty Deans, Heads of Departments and Campus Coordinators

21.5.4.1 Members – Karume Campus

a) Campus Director - Chairperson
b) Assistant Director - (Academic)

c) Assistant Director - (Planning, Finance and Administration)
d) Faculty Deans
e) Campus Coordinator of Undergraduate Studies
f) Campus Coordinator of Postgraduate Studies, Research and Consultancy
g) Head of Campus Quality Assurance Unit
h) Secretary - To be appointed amongst Faculty Deans

21.5.4.2Members – Pemba Campus

a) Campus Director - Chairperson
b) Assistant Director - (Academic)
c) Assistant Director - (Planning, Finance and Administration)
d) Campus Coordinator of Undergraduate Studies
e) Head of Campus Quality Assurance Unit
f) Heads of Departments
g) Secretary - To be appointed amongst Heads of Departments

21.5.4.3 Duties

a) To consider recommendations made by Departmental meetings.
b) To propose on matters related to academic affairs.
c) To recommend names of external examiners to the Campus Undergraduate/ Postgraduate Studies Committees of the Campus Academic Committee for approval by the Academic Committee.
d) To perform any other duties as may be assigned by the Rector or any higher organ.

21.5.5 Departmental Academic Committees

21.5.5.1 Members

a) Head of Department who shall be the Chairperson
b) Heads of Academic Units in the Department
c) Departmental Admissions Officer
d) Departmental Teaching Practice/ Practical Training Coordinator
e) Departmental Quality Assurance Officer
f) Head of ICT (Technical) Unit
g) Departmental Examinations Officer – Secretary

21.5.5.2 Duties

a) To address all academic matters at the Departmental level.
b) To ensure that all programmes offered by the Department are effectively implemented.
c) To handle student admission/registration matters and report to the appropriate the Campus Undergraduate/ Postgraduate Studies Committee.
d) To handle examination matters at the Departmental level and report to the appropriate the Campus Undergraduate/Postgraduate Studies Committee.
e) To handle matters of research and consultancy at the Departmental level and report to the Research and Consultancy Committee.

f) To administer the implementation of examination procedures and regulations.
g) To see that the examinations timetable is implemented accordingly from setting examinations to releasing examination results.
h) To make sure that examinations are conducted efficiently without any irregularities such as possession of unauthorised materials, dishonesty or infringement of procedures and regulations.
i) To deal with all problems pertaining the examinations.
j) To prepare and review curricula and make recommendations to the Campus Undergraduate/Postgraduate Studies Committee of the Academic Committee.
k) To appoint research supervisors.

21.5.6 Practical Training (Teaching Practice and Field Attachment) Committee

21.5.6.1 Members

a) Deputy Rector (Academic, Research and Consultancy) - Chairperson
b) Deputy Rector (Planning, Finance and Administration)
c) Assistant Campus Director (Academic) – Karume
d) Assistant Campus Director (Academic) - Pemba
e) Director - Academic Support Services Directorate
f) Director - Research and Consultancy Directorate
g) Director - Library Services Directorate
h) Deans of Faculties
i) Head of Examinations Department
j) Head of Admissions Department
k) Quality Assurance Officer
l) Director of Students Services
m) Coordinator of Teaching Practice (TP) - Secretary
n) Coordinator of field attachment (FAT) - Secretary

21.5.6.2 Duties

a) To secure students' practical training (teaching practice and field attachment) placements;
b) To coordinate and conduct meetings with teaching practice Academic Supervisors;
c) To coordinate, assess and administer the implementation of teaching practice.
d) To coordinate the implementation of practical training (teaching practice and field attachment/research report) procedures.
e) To design and prepare Relevant field Log Books and related guidelines for the purpose of guiding and making students know their responsibilities while in the fieldwork/teaching practice places;
f) To deal with all problems pertaining to the fieldwork research/ attachment/ dissertations or reports and make appropriate recommendations to the Management;
g) To make recommendations to the Management on any matters related to teaching practice.

21.6 Appointments Committee (Junior and Middle Staff)

21.6.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) Secretary of the Committee of Deans, Directors and Coordinators
e) One member from the Workers' Council representing administrative staff.
f) Chairman of Workers' Union
g) Quality Assurance Officer
h) Representative of the Academic Staff Assembly (MNMASA)
i) Director - Human Resource and Administration Directorate - Secretary

21.6.2 Duties

a) To formulate employment policy for junior and middle staff.
b) To employ, confirm and promote junior and middle staff.
c) To discuss incentive packages of junior and middle staff.
d) To discuss workers', conduct and behaviour at places of work.
e) To discuss disciplinary proceedings and advise the Rector on appropriate disciplinary action to be taken to the respective staff.

21.7 Academic Staff Promotion Committee

21.7.1 Members

a) Deputy Rector (Academic, Research and Consultancy) - Chairperson
b) Deputy Rector (Planning, Finance and Administration)
c) Director- Karume Campus Zanzibar
d) Assistant Director (Academic) - Karume Campus Zanzibar
e) Assistant Director (Administration) - Karume Campus Zanzibar
f) Director - Pemba Campus
g) Director – Research and Consultancy Directorate
h) Deans of Faculties
i) Representative of the Academic Staff Assembly (MNMASA)
j) Chairman of Workers' Union
k) Quality Assurance Officer
l) Director - Human Resource and Administration Directorate - Secretary

21.7.2 Duties

a) To formulate Academic staff promotion policy.
b) To deliberate on recommendations made regarding promotions of aspiring Academic Staff members.
c) To recommend the Academic Staff promotions to the Appointments Committee.

21.8 Executive Committee of Workers' Council

21.8.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) Director - Karume Campus Zanzibar

e) Director - Pemba Campus
f) Director of Planning and Finance
g) Director of Human Resource and Administration
h) Chief Internal Auditor
i) The Academy's Legal Counsel
j) Members appointed by Workers' Council
k) Representatives from Trade Unions
l) Representatives from two directorates of the Academy
m) Representative from Karume Campus Zanzibar
n) Representative from Pemba Campus
o) Representative of the Academic Staff Assembly (MNMASA)
p) Director of Students Services
q) Members nominated by the Workers Council
r) Two (02) THTU representatives from MNMA (Chairperson and Secretary)
s) One (01) RAAWU representative from MNMA (Chairperson/Secretary)
t) Two (02) representatives from the Directorate of Academic and Administration from Kivukoni Campus
u) One (01) representative from the Directorate of Academic and Administration from Karume Campus
v) Legal Officer – Secretary

21.8.2 Duties

a) To discuss the revenue and expenditure budget before it is presented to the Workers' Council.
b) To discuss manpower training programmes.
c) To advise the Rector on daily activities of the Academy.
d) To advise the Management on the execution of the Administrative Policy as recommended by Workers' Council and approved by the Governing Board.
e) To advise the Rector as a Chief Executive Officer of the Academy.

21.9 Workers' Council

21.9.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) Director - Karume Campus Zanzibar
e) Director - Pemba Campus
f) Director of Planning and Finance
g) Director of Human Resource and Administration
h) Chief Internal Auditor
i) The Academy's Legal Counsel
j) Director of Students Services
k) Twelve (12) members from the THTU Council – MNMA
l) Three (3) members from RAAWU – MNMA
m) One representative from THTU - Headquarter
n) One representative from RAAWU - Headquarter

o) Representative of the Academic Staff Assembly (MNMASA)
p) Eleven (11) members nominated amongst permanent and pensionable Academy's employees from their respective departments in the following manner:
(i) Four (4) members nominated from the Directorate of Academic, Research and Consultancy – Kivukoni.
(ii) Four (4) members nominated from the Directorate of Finance, Planning and Administration – Kivukoni.
(iii) Two (2) members nominated from Karume Campus Zanzibar.
(iv) One (01) member nominated from Pemba Campus.

21.9.2 Duties

a) To receive and discuss The Academy's revenue and expenditure
b) To discuss Academy's staff efficiency and effectiveness
c) To discuss staff training and development programmes
d) To discuss The Academy's staff salaries and incentive packages
e) To discuss worker's development programmes
f) To discuss Academy's annual balance sheet and profit and loss accounts.
g) To advise The Academy's Governing Board on matters pertaining to well-being of the Academy.

21.10 Students' Welfare and Disciplinary Committee

21.10.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) The Academy's Legal Counsel
e) Faculty Deans
f) Two representatives of MASO
g) Director of Students Services – Secretary

21.10.2 Duties

a) To enforce institutional rules and regulations (by Laws)
b) To handle all disciplinary matters as far as the students are concerned
c) To receive and work on all complaints or conflicts reported
d) To provide counselling, mediations reconciliation among parties
e) To be responsible for reporting and forwarding disciplinary matters to the students Appeals Disciplinary Committee of the Governing Board.

21.11 Quality Management Committee

21.11.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Deputy Rector (Planning, Finance and Administration)
d) Deans of Faculties
e) Heads of Academic Departments
f) Heads of Examinations Department
g) Heads of Admissions Department

h) Faculty Quality Assurance Coordinators
i) Director – Library Services Directorate
j) Director of Academic Support Services
k) Director – Research and Consultancy Directorate
l) Director of Students Services
m) Head of Quality Assurance Department - Secretary

21.11.2 Duties

a) To ensure that the Academy has effective academic quality policies and standards.
b) To establish indicators of effective education and training provision against which the academy evaluates its achievements.
c) To see that the effective systems ensure that the quality policies of the Academy are applied throughout the organisation.

21.12 Corporate Planning, Monitoring and Evaluation Committee

21.12.1 Members

a) Rector - Chairperson
b) Deputy Rector (Academic, Research and Consultancy)
c) Director – Karume Campus
d) Director - Pemba Campus
e) Assistant Director- Research, Academic and Consultancy (Karume Campus)
f) Assistant Director – Planning, Finance and Administration (Karume Campus)
g) Director – Planning and Finance
h) Director – Human Resource Management
i) Director – Academic Support Services
j) Director – Research and Consultancies.
k) Deans of Faculties
l) Deputy Rector (Planning, Finance and Administration) - Secretary.

21.12.2 Duties

a) To ensure effective and efficient implementation of the Corporate Plan of the Academy.
b) To monitor progress and assess outcomes compared to the original objectives and expectations.
c) To ensure sustainability of the intended Corporate Plan of the Academy.

21.13 Integrity Committee

21.13.1 Members

a) Chairperson - To be appointed amongst Academic Staff
b) Three representatives of the Academy's Staff
c) Secretary – To be appointed amongst members

21.13.2 Duties

The integrity Committee is the focal point as far as the Prevention of Corruption and unethical behaviour as the Academy is concerned. It is the Integrity Committee of the Institution that:

a) Spearheads and facilitates the process of combating corruption at the Academy.
b) Is responsible for the production of the Institutional Anti-Corruption Action Plan.
c) Receives considers and provides redress to all complaints emanating from within and outside the Academy relating to ethical issues and maladministration.
d) Participate in the training of Academy's employees on the ethos of ethics and integrity.
e) Is responsible in ensuring the Codes of Conduct at the Academy.
f) Recommends administrative action to the Management of the Academy as a response to complaints verified that are authentic and genuine.

21.14 Technical HIV/AIDS Sub – Committee

21.14.1 Members

a) Rector - Chairperson
b) Director of Human Resource and Administration
c) Director of Planning and Finance
d) Head of Planning Department
e) In charge of Academy's Dispensary
f) Director of Students Services – Secretary

21.14.2 Duties

a) To set operational format to be adapted in planning and implementation of HIV/AIDS activities at the Academy;
b) To set generic interventions necessary for the Academy;
c) To enable Academy's creativity in developing specific activities suitable for responding to the epidemic;
d) To determine possible indicators for monitoring and evaluation of HIV/AIDS at the Academy;
e) To participate in guiding and coordinating implementation of prioritized HIV and AIDS activities at the Academy.

21.15 Executive Committee of Convocation

21.15.1 Members

a) The President
b) The Vice President
c) Honorary Treasurer
d) Regional Chapter Representatives
b) Two Members elected by Convocation
c) Secretary

21.15.2 Duties

a) Management of business of the Convocation and its functioning.
b) To provide advice and support on the establishment and maintenance of Regional Alumni Chapters in accordance with the principles and aims and objectives of the convocation.
b) To represent Convocation, where necessary, at events, meetings and/or functions of the Academy or outside of the Academy;
c) To advise and suggest possible fund-raising initiatives which can be pursued in line with the principles, aims and objectives of, related fund raising of the Academy;
d) To recommend to AGM for awards of scholarships to potential candidate.
e) To nominate beneficiaries of prizes to distinguished Alumni who have made significant achievement to Convocation and/or Academy;
f) To open and operate a separate banking accounts with Board approved financial institution, into which shall be deposited all monies received directly for the Convocation from sources within and outside the Academy;
g) To maintain all financial records and transactions of the Convocation, which shall be in accordance with the Academy's financial regulations;
h) To prepare annual budget of the Convocation for Annual General Meeting.

22. FEE STRUCTURE FOR THE ACADEMIC YEAR 2023/2024

22.1 Fee Structure for Undergraduate Programmes for the Academic Year 2023/2024

The Students Training Costs for Certificate, Ordinary Diploma and Bachelor's Degree Programmes for Academic Year, 2023/2024 will be shown in the schedules below.

A: DIRECT PAYABLE TO THE ACADEMY - KIVUKONI CAMPUS

Programme	Reg. Fee	Identity Card	Student's Union	Caution Money	Tuition Fee	Practical Training	Quality Assurance	Graduation	Student's Welfare Emergency Fund	Total Fee (TShs)
Certificate	15,000	10,000	10,000	10,000	625,000	100,000	15,000	40,000	10,000	835,000
Diploma Year I	15,000	10,000	10,000	10,000	769,000	100,000	15,000	40,000	10,000	979,000
Diploma Year II	-	4,000	10,000	-	800,000	-	15,000	40,000	-	869,000
Bachelor Degree (Non-Education) Year I	15,000	10,000	10,000	10,000	1,000,000		20,000	-	10,000	1,075,000
Bachelor Degree (Non-Education) Year II	-	4,000	10,000	-	1,031,000	100,000	20,000	-	-	1,165,000
Bachelor Degree (Non-Education) Year III	-	4,000	10,000	-	1,031,000	-	20,000	40,000	-	1,105,000
Bachelor Degree (Education) Year I	15,000	10,000	10,000	10,000	1,000,000	100,000	20,000	-	10,000	1,175,000
Bachelor Degree (Education) Year II	-	4,000	10,000	-	1,031,000	100,000	20,000	-	-	1,165,000
Bachelor Degree (Education) Year III	-	4,000	10,000	-	1,031,000	-	20,000	40,000	-	1,105,000

B: DIRECT PAYABLE TO THE ACADEMY - KARUME AND PEMBA CAMPUS ZANZIBAR

Programme	Reg. Fee	Identity Card	Students Union	Caution Money	Tuition Fee	Teaching Practice	Practical Training	Graduation	Student's Welfare Emergency Fund	Total Fees (TShs)
Certificate	20,000	10,000	10,000	10,000	625,000	-	100,000	40,000	10,000	825,000
Diploma Year I	20,000	10,000	10,000	10,000	769,000	-	100,000	40,000	10,000	969,000
Diploma Year II	-	10,000	10,000	-	800,000	-		40,000	-	860,000
Bachelor Degree Year I	20,000	10,000	10,000	10,000	900,000	-		-	10,000	960,000
Bachelor Degree Year II	-	10,000	10,000	-	900,000	-	100,000	-	-	1,020,000
Bachelor Degree Year III		10,000	10,000	-	900,000	-		40,000	-	960,000
Bachelor Degree Educ. Year I	20,000	10,000	10,000	10,000	900,000	100,000		-	10,000	1,060,000
Bachelor Degree Educ. Year II		10,000	10,000	-	900,000	100,000		-	-	1,020,000
Bachelor Degree Educ. Year III		10,000	10,000	-	900,000	-		40,000/=	-	960,000

C: PAYABLE DIRECT TO REGULATORY AUTHORITIES KIVUKONI, KARUME AND PEMBA CAMPUS ZANZIBAR

PROGRAMME TYPE	NACTE/TCU	NHIF
Certificate	15,000/=	50,400/=
Diploma I	15,000/=	50,400/=
Diploma II	15,000/=	50,400/=
Bachelor Degree Year I	20,000/=	50,400/=
Bachelor Degree Year II	20,000/=	50,400/=
Bachelor Degree Year III	20,000/=	50,400/=

D: ACCOMMODATION AND TRANSPORT KIVUKONI, KARUME AND PEMBA ZANZIBAR

	ACCOMMODATION (ON-CAMPUS STUDENTS)	LOCAL TRANSPORT	
		ON CAMPUS STUDENTS	OFF-CAMPUS STUDENTS
Annual Fee	350,000/=	175,000/=	367,000/=

E: PAYABLE DIRECT TO STUDENT KIVUKONI, KARUME AND PEMBA CAMPUS ZANZIBAR

PROGRAMME	MEALS & ALLOWANCE	RESEARCH	FIELDWORK	STATIONERY ALLOWANCE	TOTAL (TSHS)
Certificate	2,040,000/=	100,000/=	90,000/=	200,000/=	2,430,000/=
Diploma Year I	2,040,000/=	-	-	200,000/=	2,240,000/=
Diploma Year II	2,040,000/=	200,000/=	168,000/=	200,000/=	2,608,000/=
Bachelor Degree Year I	2,040,000/=	-	-	200,000/=	2,240,000/=
Bachelor Degree Year II	2,040,000/=	-	336,000/=	200,000/=	2,576,000/=
Bachelor Degree Year III	2,040,000/=	450,000/=	-	200,000/=	2,690,000/=

* This fee structure is subject to change without prior notice

** Fees once paid are neither refundable nor transferable

22.2 Fee Structure for Postgraduate Programmes for the Academic Year 2023/2024

The Students Training Costs for Master's Degree will be as follows:

Direct cost payable to the Academy for the academic year 2023/2024

Item	Amount (Locals) - TZS	Amount (Foreigners - USD)
Tuition fee	4,000,000	
Supervision fee	500,000	
Other contribution*	215,000	
Total	**4,715,000**	

***Other contributions**

Item	Amount (Locals) - TShs
Application fees	50,000
Student Union	15,000
Registration fees	20,000
Caution money	50,000
Examination fee	50,000
Student id	10,000
NACTE fees	20,000

Indicative Direct Students' Cost for academic year 2023/2024

Stationery	400,000
Books	600,000
Research	3,500,000
Thesis Production	300,000
Stipend	2,000,000
Medical Insurance	50,400
Accommodation	450,000
Total	**7,300,400**

23. ALMANAC FOR THE ACADEMIC YEAR 2023/2024

MONTH AND YEAR	DATE	ACTIVITIES
July, 2023	3	Academic Committee Meeting.
	6	End of Second and First Semester examinations for Certificate, Ordinary Diploma, Bachelor Degree and Postgraduate Programmes
	7	**SABA SABA (PUBLIC HOLIDAY)**
	10	The Beginning of Teaching Practice and Field Attachment Training for Certificate, Diploma and Bachelor Degree Programmes
	19	Planning and Finance Committee Meeting
	19	Audit Committee Meeting
	19	Departmental Examiners Committee (for Second and First Semester examinations)
	20	Human Resource Development and Disciplinary Committee Meeting
	20	Students' Welfare and Disciplinary Committee Meeting
	21	Extra Ordinary Faculty Academic Committees Meetings (for Second and First Semester examinations)
	26	Governing Board's Meeting
	28	Extra Ordinary Academic Committee Meeting (for Second and First Semester examinations)
August, 2023	8	**NANE NANE (PUBLIC HOLIDAY)**
	25	End of Teaching Practice and Field Attachment Training for Certificate, Diploma and Bachelor Degree Programmes
September, 2023	4	Supplementary/Special examinations for Certificates, Ordinary and Bachelor Degree (September Intake), and Postgraduate Programmes begin
	7	Management Meeting
	8	Supplementary/Special Examinations for Certificates, Ordinary and Bachelor Degree (September Intake), and Postgraduate Programmes end
	15	Department Examiners' Committee Meetings(for Supplementary/Special examinations)
	18	Extra Ordinary Faculty Academic Committees' Meetings (for Supplementary/Special examinations)
	18	Academic Staff Promotion Committee
	20	Undergraduate and Postgraduate Studies Committee

MONTH AND YEAR	DATE	ACTIVITIES
	25	Extra Ordinary Academic Committee Meeting(for Supplementary/Special examinations)
	29	Special Supplementary Examination, begin
October, 2023	2	Special Supplementary Examination, end
	6	**RAAWU & THTU** Meetings
	11	Extra Ordinary Faculty Academic Committees' Meetings (for Special Supplementary examinations)
	16	Undergraduate and Postgraduate Studies Committee Meetings (for Special Supplementary examinations)
	16	**Academic Year 2023/2024 begins**
		Orientation and Registration for Certificate, Diploma and Bachelor Degree Students
	20	**Academic Committee Meeting**
	21	Quality Management Committee Meeting
	23	Planning and Finance Committee Meeting
	23	Audit Committee Meeting
		Orientation and Registration for Bachelor Degree and Postgraduate Students
	24	Human Resource Development and Disciplinary Committee Meeting.
	24	Students' Welfare and Disciplinary Committee Meeting
	27	Governing Board Meeting
	30	Committee of Deans, Directors and Coordinators
November, 2023	3	**Postgraduate Studies Committee**
	10	Heads of Academic Departments' Meeting
	13	Workers' Council Meeting
	18	**Rector's Meeting with First Year Students**
	21	Executive Committee of Convocation
	22	Management Meeting
	24	Convocation
	24	**18th Graduation Ceremony (Kivukoni Campus)**
	27	**8th Graduation Ceremony (Karume Campus)**
	29	**1st Graduation Ceremony (Pemba Campus)**
December, 2023	11	
	15	

MONTH AND YEAR	DATE	ACTIVITIES
	18	**Test One for Certificates, Diploma, Bachelor and Masters begins**
	18	Integrity Committee Meeting
	22	**Test One for Certificates, Diploma, Bachelor and Masters ends**
	23	**CHRISTMAS Break begins**
	25	**CHRISTMAS DAY (Public Holiday)**
	26	**BOXING DAY (Public Holiday)**
	29	**AIDS Committee Meeting**
January, 2024	1	**NEW YEAR (PUBLIC HOLIDAY)**
	2	**Christmas Break ends, and Classes Resume**
	4	Academic Staff Promotion Committee
	5	Executive Committee of the Worker's Council Meeting
	8	**Management Meeting**
	11	**MASO - MEETING**
	12	**ZANZIBAR REVOLUTION DAY (PUBLIC HOLIDAY)**
	15	Test Two for Certificates, Diploma, Bachelor and Masters begins
	16	**Academic Committee Meeting**
	17	Worker's Council Meeting
	19	Test Two for Certificates, Diploma, Bachelor and Masters ends
	22	Planning and Finance Committee Meeting
	22	Audit Committee Meeting
	23	Human Resource Development and Disciplinary Committee Meeting
	23	Students' Welfare and Disciplinary Committee Meeting
	24	Examinations Workshop
	26	Governing Board Meeting
February, 2024	1	**MASO - Management Consultative Meeting**
	2	Advertisement of Programmes for the Academic year 2020/2021
	5	Appointment Committee Meeting (Junior and Middle Cadres)
	6	Deputy Rector's Meeting with Academicians
	7	**Human Resource seminar**

MONTH AND YEAR	DATE	ACTIVITIES
	8	**RAAWU & THTU MEETINGS**
	9	Presentation of research proposals for non-education students at departmental level
		MNMASA - MEETING
		End of classes for First and Second Semester for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes
	12	First and Second Semester examination for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes for 2021/2022 begins
	23	First and Second Semester examination for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes for 2021/2022 ends
	26	Mid-year recession for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes Begins
		Management Meeting
March, 2024	4	Corporate Planning, Monitoring and Evaluation Committee
	15	Mid-year recession for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes ends
	18	Beginning of Semester II for Academic Year 2021/2022
		Classes Begin for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes
	19	**Departmental Examiners Committee Meeting**
	21	**Faculty Academic Committees' Meetings**
	22	Technical HIV/AIDS Sub-committee Meeting
	25	Undergraduate and Postgraduate Studies Committee
	27	Consultative Meeting-MASO and Management
	28	**Extra Ordinary Academic Committee Meeting** (for First and Second Semester Examinations)
April, 2024	1	Academic Staff Promotion Committee
	7	**KARUME DAY (PUBLIC HOLIDAY)**
	8	Supplementary/Special examinations for Certificates, Ordinary and Bachelor Degree (September and March Intake), and Postgraduate Programmes begin
	12	Supplementary/Special examinations for Certificates, Ordinary and Bachelor Degree (September and March Intake), and Postgraduate Programmes end
	12	**ACADEMY'S MWALIMU NYERERE DAY**

MONTH AND YEAR	DATE	ACTIVITIES
	15	Planning and Finance Committee Meeting
	15	Auditing Committee Meeting
	16	Human Resource Development Committee Meeting
	16	Students' Welfare and Disciplinary Committee Meeting
	18	**Departmental Examiners' Committee Meeting**
	22	**Faculty Academic Committee Meetings**
	24	Undergraduate and Postgraduate Studies Committee
	25	**Extra Ordinary Academic Committee Meeting** (for Supplementary/Special examinations)
	26	**UNION DAY (PUBLIC HOLIDAY)**
	29	Governing Board Meeting
		Beginning of Test one for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes
May, 2024	1	**MAY DAY (PUBLIC HOLIDAY**)
	2	Presentation of research findings for non-education students
	3	End of Test one for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes
	6	Integrity Committee Meeting
	8	Advertisement of programmes begins for September, 2022 Intake for academic year 2023/2024 Certificate and Diploma programmes
	10	Deputy Rector's Meeting with Academicians
		Submission of field reports/dissertation for non-education students
	12	**Management Meeting**
	15	Practical Training(Teaching Practice and Field Attachment) Committee
	16	Executive Committee of the Workers Council Meeting.
	17	Worker's Council Meeting
	27	Beginning of Test two for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes.
	31	End of Test two for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes.
June, 2024	3	Students' Baraza
	4	Deputy Rector's Meeting with Academicians

MONTH AND YEAR	DATE	ACTIVITIES
	5	Examinations Workshop
	6	**MASO GENERAL ELECTION**
	7	**RAAWU & THTU MEETING**
	14	**MNMA AIDS DAY**
	15	
	16	MNMASA – Meeting
	20	**Human Resource Seminar**
	22	End of classes for Second Semester Certificates, Ordinary Diploma and Bachelor Degree Programmes
		MASO - Farwell Party
	24	Second and First Semester examinations for Certificate, Ordinary Diploma, Bachelor Degree and Postgraduate Programmes begin.
July, 2024	3	Academic Committee Meeting.
	5	End of Second and First Semester examinations for Certificate, Ordinary Diploma, Bachelor Degree and Postgraduate Programmes
	7	**SABA SABA (PUBLIC HOLIDAY)**
	8	The Beginning of Teaching Practice and Field Attachment Training for Certificate, Diploma and Bachelor Degree Programmes
	8	Planning and Finance Committee Meeting
	8	Audit Committee Meeting
	9	Human Resource Development and Disciplinary Committee Meeting
	9	Students' Welfare and Disciplinary Committee Meeting
	12	**Academic Committee**
	19	Governing Board Meeting
	25	**Departmental Examiners Committee** (for Second and First Semester examinations)
	29	**Extra Ordinary Faculty Academic Committees Meetings** (for Second and First Semester examinations)
August, 2024	5	Undergraduate and Postgraduate Studies Committee
	8	**NANE NANE (PUBLIC HOLIDAY)**

MONTH AND YEAR	DATE	ACTIVITIES
	9	**Extra Ordinary Academic Committee Meeting (**for Second and First Semester examinations
	23	End of Teaching Practice and Field Attachment Training for Certificate, Diploma and Bachelor Degree Programmes
	26	Supplementary/Special examinations for Certificates, Ordinary and Bachelor Degree (September Intake), and Postgraduate Programmes begin
	30	Supplementary/Special Examinations for Certificates, Ordinary and Bachelor Degree (March & September Intake), and Postgraduate Programmes end
September, 2024	5	**Department Examiners' Committee Meetings**(for Supplementary/Special examinations)
	6	Management Meeting
	9	**Extra Ordinary Faculty Academic Committees' Meetings** (for Supplementary/Special examinations)
	12	**Extra Ordinary Undergraduate Studies Committee**
	16	Academic Staff Promotion Committee
	17	**Extra Ordinary Academic Committee Meeting**(for Supplementary/Special examinations)
	20	Quality Management Committee Meeting
	23-25	Special Supplementary Examinations
	27	**Departmental Examiners Committee** (Special Supplementary examinations))
October, 2024	4	**Extra Ordinary Faculty Academic Committees Meetings** (for Special Supplementary r examinations)
	5	**RAAWU & THTU** Meeting
	7	Special Undergraduate and Postgraduate Studies Committee
	11	**Extra Ordinary Academic Committee Meeting**(for Special Supplementary examinations)
	12	Planning and Finance Committee Meeting
		Audit Committee Meeting
	13	Human Resource Development and Disciplinary Committee Meeting.
		Students' Welfare and Disciplinary Committee Meeting
	14	**Academic Committee Meeting**
	17	**Academic Year 2024/2025 begins**

MONTH AND YEAR	DATE	ACTIVITIES
		Orientation and Registration for Certificate, Diploma and Bachelor Degree Students
	18	Governing Board Meeting
	23	**Orientation and Registration for Bachelor Degree and Postgraduate Students**
	30	Committee of Deans, Directors and Coordinators
November, 2024	4	Postgraduate Studies Committee
	11	Heads of Academic Departments' Meeting
	13	Workers' Council Meeting
	18	Rector's Meeting with First Year Students
	21	Executive Committee of Convocation
	22	**Management Meeting**
	28	Convocation
	29	**19th Graduation Ceremony (Kivukoni Campus)**
December, 2024	2	**9th Graduation Ceremony (Karume Campus)**
	4	**2nd Graduation Ceremony (Pemba Campus)**
	10	Test One for Certificates, Diploma, Bachelor and Masters begins
	16	Test One for Certificates, Diploma, Bachelor and Masters ends
	17	Integrity Committee Meeting
	24	**Christmas Break begins**
	25	**CHRISTMAS DAY (PUBLIC HOLIDAY)**
	26	**BOXING DAY (PUBLIC HOLIDAY)**
	30	AIDS Committee Meeting

ALONG SIDE PUBLIC SERVICE CIRCULAR NO. 3, 2007 ON DRESS CODE STAFF AND STUDENTS ARE STRICTLY NOT ALLOWED TO WEAR THE FOLLOWING:

Blouse zinazoacha kifua wazi

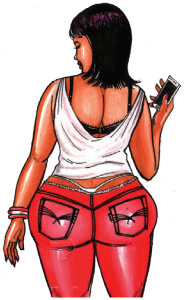
Body Tight pia Kujichora Tattoo

Mlegezo

Sketi fupi (Mini skirts)

Mpasuo

Niqab (Ninja)



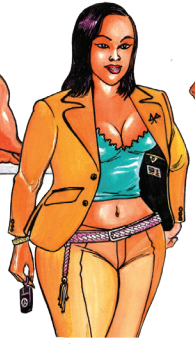
Mgongo wazi na nguo za ndani kuonekana

Kaptula za aina yote

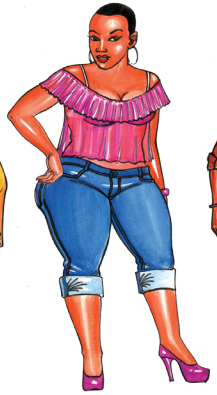
Kusuka nywele na hereni kwa wanaume

Vest aina zote

Kofia aina Zote



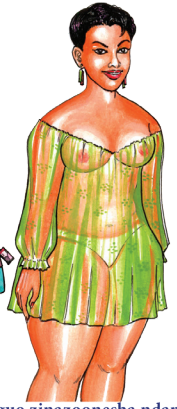
Kifua wazi na tumbo nje



Pedo pusher na Skin tight

Jeans zenye viraka

Jeans zinazobana (Skin Jeans)



Nguo zinazoonesha ndani (Transparent)

DRESS CODE FOR STAFF AND STUDENTS

STAFF AND STUDENTS ARE ALLOWED TO WEAR THE FOLLOWING:

Gauni chini ya Magoti

Full Suit

Tenit

Kitenge

Suruali Isiyobana
Blouse Ifunike Makalio

Suruali na Shati

Hijabu na Baibui

Shati la cholai

Suti ya kike
(Sketi chini ya magoti)

Shati la kitenge
na batiki

Kaunda Suit

Jeans na Shati ichomekewe

Sketi na Blouse
(Sketi chini ya magoti)

Suit

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