

THE MWALIMU NYERERE MEMORIAL ACADEMY



PROSPECTUS 2021/2022

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This Prospectus is published yearly to give information about the Academy. Programmes, examination regulations, members of staff, fee and Almanac in this Prospectus are for the Academic year 2021/2022.

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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
BB.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
BDEPM	-	Bachelor Degree in Environment Planning and 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 Economic 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
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
DSA	-	Dar es Salaam School of Accountancy
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 Economic 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
KASA	-	Kivukoni Academic Staff Association
KASS	-	Kivukoni Academy of Social Sciences
MA	-	Master of Arts
MAHRM	-	Masters 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
MoCU	-	Moshi Co-operative University
MSc	-	Master of Science
MU	-	Mzumbe University
NACTE	-	The National Council for Technical Education
NBAA	-	National Board for Accountants and Auditors
NBMM	-	National Board for Materials Management
NTA	-	National Technical Award
ODED	-	Ordinary Diploma in Economic Development
ODEGH	-	Ordinary Diploma of Education in Geography and History

ODEKE	-	Ordinary Diploma of Education in Kiswahili and English Languages
ODGD	-	Ordinary Diploma in Gender and Development
OD.HRM	-	Ordinary Diploma in Human Resource Management
OD.SS	-	Ordinary Diploma in Social Studies
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
SS	-	Modular Code Letters for Diploma in Social Studies
SUA	-	Sokoine University of Agriculture
TC.ED	-	Technician Certificate in Economic Development
TC.EGH	-	Technician Certificate of Education in Geography and History
TC.EKE	-	Technician Certificate of Education in Kiswahili and English Languages
TC.GD	-	Technician Certificate in Gender and Development
TC.HRM	-	Technician Certificate in Human Resource Management
TC.SS	-	Technician Certificate in Social Studies
THTU	-	Tanzania Higher Learning Trade Union
TIOB	-	Tanzania Institute of Bankers
UCLAS	-	University College of Lands and Architectural Studies
UCLAS	-	University College of Lands and Architectural Studies
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 among people who were likely to become leaders in 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 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 own 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. 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 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 and named Kivukoni Academy of Social Sciences (KASS).

The Memorandum and Articles of Association which established 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, transcripts in a manner that shows the results of examinations administered by KASS.
- 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 the selection of 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, Economic 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 Pantan

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 Branch

The Mwalimu Nyerere Memorial Academy has a Branch in Pemba that operates under the Karume Campus Zanzibar. The Pemba Branch is located in Chake Chake town in Pemba.

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 Education.

- 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.
- 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 at NTA Level 9 (Master's degree level) with The National Council for Technical Education (NACTE) on 21st May, 2002 and 30th November, 2005. It was also re-accredited in 2012 and 2017 respectively.

1.7. Training Programmes

MNMA conducts training in ten (10) degree programmes, eleven (11) diploma programmes, eleven (11) technician certificates programmes, ten (10) basic technician certificate programmes and one Master's programme.

The three years degree programmes lead to the following awards to candidates who successfully 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

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

- i) Ordinary Diploma in Economic 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 Social Studies

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

- i) Technician Certificate in Economic 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 Social Studies

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

- i) Basic Technician Certificate in Economic 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

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

- i) Master degree in Human Resource Management

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

Hon. Steven M. Wasira,
P.O. Box 9193,
DAR ES SALAAM.

VICE CHAIRPERSON

Ms. Mashavu A. Fakihi,
Ministry of Education and Vocation Training,
P.O. Box 394,
ZANZIBAR

MEMBERS

Ms. Anna J. Mhere,
Ministry of Education, Science and Technology,
Mitumba Area – Afya Street
P.O. Box 10
40479 DODOMA

Mr. Raymond K. Mukwaya,
Ministry of Finance and Planning,
P.O. Box 9111,
11468 DAR ES SALAAM

Ms. Sylvia N. Matiku,
The Office of the Attorney General,
P.O. Box 9050,
DAR ES SALAAM

Dr. Beatrice M. Mkunde,
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
DAR ES SALAAM

Dr. Anderson G. Rwela,
The Mwalimu Nyerere Memorial Academy,
P.O. Box 9193,
DAR ES SALAAM

Mr. Godson Peter Munisi,
The Mwalimu Nyerere Memorial Academy,

P.O. Box 9193,
DAR ES SALAAM

SECRETARY

Prof. Shadrack S. Mwakalila,
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. in Agricultural Engineering (SUA-Tanzania)
MSc. in Agricultural Engineering (SUA-Tanzania)
Post-Graduate Diploma in Irrigation Eng. (KUL-Belgium)
MSc. in 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
Post Graduate Diploma in Accountancy – IFM

3.3 Head of Procurement Management Unit

Mkama, Emmanuel P.
Bachelor of Business Administration – SAUT
MSc Business Marketing – Mzumbe University
CSP - PSPTB

3.4 Public Relations Officer

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

3.5 The Legal Officer

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

3.6 Quality Assurance Unit

Dr. Mtoi, Edna
DIP (Ed) – Monduli TTC
BSC (Home Econ) –SUA
M.A (DS) – UDSM
PhD (Rural Development) – SUA

3.7 Risk Management Coordinator

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

3.8 Office Management Secretary

Ms. Lusoko, Veronica J.*

Cert. in Secretarial Studies – TPSC

Dip. in Secretarial Studies – TPSC

Management Development for Executive Assistance I – TPSC

Management Development for Executive Assistance II – TPSC

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

1.1. Deputy Rector (ARC)

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

1.2. Coordinators

1.2.1. Coordinator of Undergraduate Studies

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

1.2.2. Coordinator of Postgraduate Studies, Research and Consultancy

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

1.3. Faculty Deans - Kivukoni Campus

1.3.1. 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

1.3.2. Faculty of Education

Dr. Losioki, Bertha
DIP (Ed) - Korogwe T.T.C.
BA (Ed) Hons – UDSM

MA (ASP) – UDSM
PhD (OUT)

1.3.3. Faculty Arts and Social Sciences

Dr. Nkyabonaki, Jason L.
BA (PS & PA) – UDSM
MA (PS & PA) – UDSM
PhD (PA) – UDSM

1.4. Heads of Academic Departments of Kivukoni Campus

1.4.1. Department of Leadership, Ethics and Governance

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

1.4.2. 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

1.4.3. Department of Gender Studies

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

1.4.4. 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

1.4.5. Department of Human Resource Management

Mr. Tumaini, Sigfrid H.
ADBIM -IAA,
MSC (HRM) – MU

1.4.6. Department of Educational Psychology and Curriculum Studies

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

1.4.7. Department of Educational Management and Administration

Ms. Sijaona, Crecensia S.
Diploma in Education (History & English) Dar es Salaam T.C.
BA (Ed) (Linguistic and History) – UDSM
MA (Ed) – UDSM

1.4.8. Department of Geography and History

Dr. Kitali, Luzabeth J.
DIP. (Ed) - Morogoro TTC
BA. (Ed) (Geography and Literature) - UDSM
MA. (Geog. and Env't. Mgt) – UDSM
PhD. (Geography) – UDSM

1.4.9. Department of Literature and Language Studies

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

1.4.10. Department of Mathematics and Statistics

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

1.4.11. Department of Social Studies

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

1.4.12. Department of Library and Publications

Dr. Ndumbaro, Rehema C.
DIP. (Ed. Geography & English Language) -Tabora T.C.
BA. (Ed) (Geography & English) (Hons) -UDSM
MA. (Information Studies) – UDSM
PhD. (Information Studies) – UKZN, South Africa

1.4.13. Department of Examinations

Dr. Lunyelele, Samwel P.
BA. (Geog. & Env't. Studies) (Hons) - UDSM
MA. (Demography) – UDSM
PhD. (Rural Development) – SUA

1.4.14. 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

1.4.15. Department of Research and Consultancy

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

1.5. Heads of Units

1.5.1. Head - Centre for Leadership and Ethics Studies (Kibweta cha Mwalimu Nyerere)

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

1.5.2. Coordinator of Continuing Education and Teaching Practice

Dr. Kalinga, Atupakisye S.
DIP. (Ed) - Uyole Lutheran TTC
BA. (Geo. & Env't. Studies) -UDSM
MSc (NARAM) – UDSM
PhD (NARAM) – UDSM

1.5.3. Coordinator of Field Attachment Training

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

1.5.4. Faculty Coordinator of Practical Training (Faculty of Leadership and Management Sciences)

Mr. Malele, Denis Flavian
Certificate – NABE
BD. (Econ Dev) - MNMA
MA. (Business Management) - MoCU

1.5.5. Faculty Coordinator of Teaching Practice (Faculty of Education)

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

1.5.6. Faculty Coordinator of Practical Training (Faculty of Arts and Social Sciences)

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

1.5.7. Examination Officer Faculty of Leadership and Management Sciences

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

1.5.8. Examination Officer Faculty of Education

Mr. Mgonja, Miraji R.
Dip. (Ed) – Morogoro TTC
BED (Psychology) – UDOM
MA (Education) – UDOM

1.5.9. Examination Officer Faculty of Arts and Social Sciences

Mr. Eliya, Edward Frank

BED (History) – UDOM

MA (History) – UDSM

1.5.10. Admission Officer Faculty of Leadership and Management Sciences

Mr. Bajwahuka, Amos Sospeter

Dip. (Laboratory Technology)

BA. (PPM & CD) - UDOM,

1.5.11. Admission Officer Faculty of Education

Ms. Mhenga, Migy H.

BED. (Kiswahili) - UDSM

MA. (Applied Social Psychology) - UDSM

1.5.12. Admission Officer Faculty of Arts and Social Sciences

Mr. Evance M. Ntanturo

BA (Geography and History Hons) UDM

MA (Geography and Env't. Mgt) - UDSM

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

2.1. Deputy Rector (PFA)

Dr. Kaganda, Godwin E.
BSc. (Food Science and Technology) - SUA,
MBA (Marketing) – Birmingham City University, England
PhD (Marketing) - Birmingham City University, England

2.2. Head of Finance Department

Mr. Philemon, Alexander M.
ADA - IFM
PGDFM - IFM
MSc. Finance and Accounting - IFM
CPA - NBAA

2.3. Head of Human Resource and Administration Department (Acting)

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

2.4. Head of Students' Welfare Department (Dean of Students)

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

2.5. Head of Estates Unit (Acting)

Tille, Solomon M.
BSc. (Civil and Structural Engineering) – UDSM
MBA (corporate Management) - Mzumbe

2.6. Head of Dispensary Unit

Dr. Liso, Happy
Bachelor of Medicine and Surgery - IMTU
MBBS - IMTU

2.7. Head of ICT Technical Unit

Mr. Munyi, Barnabas J.

Dip. (Philosophy and Theology) – St. Anna Seminary – Wurzburg – Germany
BSc. (Computer Science) – University of Aachen - Germany

2.8. Head of Planning Unit

Mr. Mmari, Aletaulwa N.

BA. (Education) – UDSM

MA. (Development Studies) – ISS – Netherlands



3. THE OFFICE OF THE PRINCIPAL – KARUME CAMPUS ZANZIBAR

3.1. Principal

Dr. Mbwete, Rose I.
BA. (Sociology) - UDSM
MA. (Sociology) - UDSM
PhD (Sociology) – OUT

3.2. Quality Assurance Unit

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

3.3. Procurement Management Unit

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

3.4. Legal Officer

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

3.5. Public Relations Officer

Vacant

3.6. Internal Auditor

Mr. Haule, Francis Melkisedek
Bachelor of Accounts in Finance – MU
Certified Public Accountant – CPA (T)

3.7. Office Management Secretary

Vacant

3.8. Head of the Pemba Branch

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

4. OFFICE OF THE DEPUTY PRINCIPAL (ACADEMIC)

4.1. Acting Deputy Principal

Mr. Samandito, John M.*

BA. (Ed) (Kiswahili & Literature in English) (Hons) - OUT

MA (Kiswahili Literature) – UDOM

4.2. Heads of Academic Departments

4.2.1. Department of Leadership and Management Sciences

Dr. Kihupi, Mary L.

DIP. (Agric. Irrigation) – MALTI, Nyegezi

DIP (Ed) Morogoro - TC

BSc. (Env't Sc. & Mgt) - SUA

MA. (Geo. & Env't Mgt) - UDSM

PhD (Rural Dev) – SUA

4.2.2. Department of Education

Mr. Kyando, Akim Y.

BA. (Ed) - UDSM

MA. (Geo & Environmental Studies) – UDSM

4.2.3. Department of Arts and Social Sciences

Dr. Babune, George J.

BA. (Geography and Environmental Studies) (Hons) - UDSM

MA. (DS) – UDOM

PhD (DS) – UDOM

4.2.4. Department of Library

Ms. Kway, Everegisla T.

Cert (Librarianship) - SLADS

Dip (Library and Documentation Services) - SLADS

BA (LIS) -Tumaini University- Dar

4.3. Heads of Academic Units

4.3.1. Leadership, Ethics and Governance Unit

Mr. Katimle, Jumanne K.

BA. Ed (Economics & Geography) - UDSM

MA (Economics) – UDSM

4.3.2. Gender Studies Unit

Dr. Kalumanga, Venance E.
BSc (Ed). (Chemistry & Biology) (Hon) - SJUT
MACD (Hon) – SJUT
PhD (Gender and Food Security) - UDOM

4.3.3. Economics Unit

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

4.3.4. Human Resources Management Unit

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

4.3.5. Information and Communication Technology

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

4.3.6. Educational Psychology and Curriculum Studies Unit

Ms. Sebarua, Rehema. A.
Dip in Education-Monduli T.C
BA Ed (Guidance and Counselling) MMU
MA (Applied Social Psychology) UDSM

4.3.7. Educational Foundations and Management Unit

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

4.3.8. Geography, History, Language and Literature Unit

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

4.3.9. Social Studies, Library and Publication Unit

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

4.3.10. Postgraduate Research and Consultancy

Dr. Babune, George J.

BA (Geography and Environmental Studies) (Hons) - UDSM

MA (DS) – UDOM

PhD (DS) – UDOM

4.3.11. Admission Unit

Mr. Kailangana, Maximillian S.

DIP (International Relations and Diplomacy) - CFR

DIP (EoD) - MNMA

BD. (EoD) - MNMA

MSc. (Economics and Finance) – University of Bradford, UK

4.3.12. Examination Unit

Mr. Katunzi, Amon K.*

BD (Gender & Dev.) - MNMA

MA (Gender) – UDSM

5. OFFICE OF THE REGISTRAR

5.1. Acting Registrar

Dr. Mtasigazya, Paul
BAED (History & PS) (Hons) – UDSM
MA. (Public Administration) - UDOM
PhD. (Public Administration) – UDSM

5.2. Human Resources and Administration Department

Vacant

5.3. Head of Students' Welfare Unit (Dean of Students)

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

5.4. Planning Unit

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

5.5. Information and Communication Technology Unit

Vacant

5.6. Finance Unit

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

6. OFFICE OF THE HEAD OF PEMBA BRANCH

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

6.1. Deputy Head of Pemba Branch (Academic) Vacant

6.2. Heads of Academic Units

6.2.1. Social Studies Unit (Acting)

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

6.2.2. Economics Unit

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

6.2.3. Gender Studies Unit

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

6.2.4. Information and Communication Technology Unit

Mr. Jasson L. Domition
BSc. In Computer Science – IFM
PGDE-UDSM

6.2.5. Admission Unit

Vacant

6.2.6. Examination Unit

Francis Emanuel Chikwindo*
Bachelor of Library and Information Studies - UDSM
MLIM-OUT

6.2.7. Head of Students' Welfare Unit (Dean of Students)

Vacant

6.2.8. Library Unit

Vacant

6.2.9. Quality Assurance Unit

Vacant

6.2.10. Finance Unit

Vacant

6.2.11. Administrative Unit

Vacant

6.2.12. Planning Unit

Vacant

7. ACADEMIC MEMBERS OF STAFF – KIVUKONI CAMPUS

7.1. Faculty of Leadership and Management Sciences

7.1.1. Department of Leadership, Ethics and Governance

Lecturer and Head of Department

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

Lecturers

Dr. Mkunde, Beatrice M.
BPA - MU
MPA – MU
PhD (PA) – UDSM

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. & Env't. Studies) (Hons) - UDSM
M.A (Demography) – UDSM
PhD (Rural Development) – SUA

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

Mr. Bintto, Bintto M.
CERT (Holystic Therapeutic Counselling) - HKMU

Master of Public Administration-MU

Tutorial Assistant

Mr. Mteweale, Actor L.

DIP (Ed) - Klerruu

BBA. (Accounting with Education) - University of Arusha

* On Study

** On Study leave

7.1.2. 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) –

CPA - NBAA

CPB – TIOB

Senior Lecturers

Dr. Kaganda, Godwin E.

BSc. (Food Science and Technology) - SUA,

MBA (Marketing) – Birmingham City University, England

PhD (Marketing) - Birmingham City University, England

Dr. Mutayoba, Venance R.

BSc. (Agronomy) - SUA

MSC (Agric. Econ) - SUA

PhD (Business Management) - OUT

Lecturers

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

Dr. Kamugisha, Rwechungura A.

Dip (Accountancy) – CBE

ADA – CBE

MSc (Accounting and Finance) – MU
PhD (Banking and Finance) –
CPA - NBAA
CPB – TIOB

Dr. Magere, Delphine D.
BA (Economics) - UDSM
MA (Economics) – University of Botswana, Botswana
PhD. (Economics) - UDSM

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

Assistant Lecturers

Mr. Katozi, Ramadhani **
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).

Mr. Rugaimukamu, Kelvin M*
B.A (Econ & Statistics) - UDSM
M.A (Economics) – UDSM

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

Mr. Kimambo, Joshua V
BBA (Procurement and Logistic Management – MU
MSC – (Procurement and Supply Chain Management) – MU

Mr. Malele, Denis F.
Certificate – NABE
B (Econ Devt) - MNMA
MA. (Business Management) - MoCU

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

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

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

Tutorial Assistants

Ms. Ramadhani, Rehema M.
BSc. Economics - MU

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

Ms. Donati, Debora M.
DIP (Ed) - Klerruu TTC
BECA - MU

Mr. Shirima, Joseph J.
BBA (Ed) - Tumaini University

Ms. Mweya, Agnes R.
DIP (Ed) -Munduli TTC
BBA. (General) (Hons) – UDSM

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

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

Ms. Mbele, Mariana P.
BSC- (Economics Policy and Planning) – MU

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

Ms Kangozi, Sophia M.
Dip. (Cooperative Management and Accounting) – MUCOBS
BA (Co-operative and Management and Accounting) – MoCU
CPA - NBAA

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

* On Study
** On Study leave

7.1.3. 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 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.
Diploma (Coop Management) – Moshi Cooperative College
LLB Tumaini University
LLM (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 (Agri & Livestock Pro) – Tengeru
DIP (Ed) – Monduli TTC
BSc. (Agric. Ed & Ext) - SUA
MA. (Rural Dev) - SUA
PGD (Poverty Analysis) – The Hague
PhD (Rural Development) – SUA

Dr. Lulamy, 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

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. Sunday Isdory M.*
BA Ed (History & Kiswahili) - SAUT
MA (Sociology) – UDOM

Mr. Mbande, Victor **
BA (Culture and Heritage) - UDSM,
MA (Sociology) – UDSM

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

Tutorial Assistant

Ms. Taluka, Sarah
BD (Gender and Development) - MNMA
Mr. Mbunda, Kastory M. **
BA (Community Development) – TICD

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

*On Study

** On Study leave

7.1.4. Department of Human Resource Management

Assistant Lecturer and Head of Department

Mr. Tumaini, Sigfrid H.
ADBIM -IAA,
MSc (HRM) – MU

Assistant Lecturers

Ms. Fungo, Amenipa S.

BED (Psychology) - UDSM

MA (Business Administration in HR Management) – Tumaini University

Mr. Tumaini, Sigfrid H.

ADBIM - IAA,

MSc (HRM) – MU

Mr. Kauzeni, Steven

DIP (Ed) - Marangu TTC

BA. Ed - UDSM,

MSc (Human Resources Management) – 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 (Human Resource Management)-MU

Mr. Emmanuel, Oswald N.**

BCOM. (Human Resources Management) - UDOM

MBA (General) – UDOM

Tutorial Assistant

Ms. Abdallah, Husna S.

BSc (HRM) – MU

7.1.5. Department of Information and Communication Technology**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

Lecturer

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.

A+, N+, CCNA, MCSE, ITIL – ITEC India

Data Reduction in Astrophysics – Cape Town University, South Africa

BSc. (Information Communication Technology) - OUT

MBA (in ICT) - Coventry, UK

*On Study

** On Study leave

7.2. Faculty of Education

7.2.1. Department of Educational Foundation and Management

Assistant Lecturer and Head of Department

Ms. Sijaona, Crecensia S.

Diploma in Education (History & English) Dar es Salaam T.C

BA (Ed) (Linguistic and History) – UDSM

MA (Ed) – UDSM

Assistant Lecturers

Mr. Obed, Kipelo N. **

BA (Ed) (Geography & History) – UDSM

MA (Leadership & Management) - Aga Khan University

Ms. Sijaona, Crecensia S.

Diploma in Education (History & English) Dar es Salaam T.C

BA (Ed) (Linguistic and History) – UDSM

MA (Ed) – UDSM

Mr. Kapelela, Cylestine **

BA (Ed) (Kiswahili & History) - OUT

MA (MEM) -UDSM

Mr. Chuwa, Emily I.*

Dip (Ed) - Kasulu TTC

BA (Ed) (Geography & Political Science) – UDOM

MA (Ed) – UDSM

Mr. Mwachande, Itiha O.

BEL (English & Kiswahili) – TEKU

MA (Education) – TEKU

Mr. Mdee, Karani H.**

BA (Ed) (Geography & History) (Hons) – UDSM

MA (Educational Management and Administration) – UDSM

Mr. Mwananyama, Patric

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
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) – UDSM
MA (MEMA) – UDSM

Mr. Adam, Bernard H.
Dip (Ed) - Korogwe TTC
BA (Ed) (Geography) -Tumaini University
MA (Ed) - Tumaini University
*On Study
** On Study leave

7.2.2. Department of Educational Psychology and Curriculum Studies (EPCs)

Assistant Lecturer and Head of Department

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

Lecturers

Losioki, Bertha (PhD)
DIP (Ed) - Korogwe T.T.C
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

Mr. Mgonja, Miraji R.
Diploma in Education – Morogoro TTC
BED (Psychology) – UDOM
MA (Education) – UDOM

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

Mremi, Valentina,
BA (BED – ARTS) – DUCE
MA (Education) – UDSM

Mr. Bukuku, Leonard E.
DIP (Ed) – Mkwawa TTC
BED (Political Science) – UDSM
MA (Ed) – Abo Academy, University of Finland

7.3. Faculty Arts and Social Sciences

7.3.1. 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

Lecturers

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

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

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

Dr. Masanja, Njana T.
Certificate in Grade III A – Bunda TC
Certificate in Nursery School – Tabora TC
Diploma 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
BED (Kiswahili) – SUZA
MA (Kiswahili) UDSM
PhD (Kiswahili) UDSM

Assistant Lecturers

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

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

Mr. Majura, Lugembe N.**
BA (Ed) (Kiswahili & History) (Hons) - UDSM
MA (Kiswahili) –UDSM

Mr. Haonga, Ernest D **
BA (Kiswahili) – UDOM
MA (Kiswahili) - UDSM

Ms. Malindi, Bakita
BA (Ed) (Kiswahili & English) – UDSM: MUCE
MA (Kiswahili) – UDSM

Ms. Mleke, Bertha **
BD (Kiswahili) – UDSM
MA (Kiswahili) – UDSM

Mr. Elias, Sylvester R.
Diploma in Education (Kiswahili & English) – Chang’ombe TTC
BA (Ed) (English & Kiswahili) – SAUT
MA (Linguistics) – SAUT

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

Tutorial Assistants:

Mr. Kanyefa, Deogratias*
CER (Ed) – Tarime T.C.
BED. (Kiswahili & English) – Tumaini University Makumira
Master of Education (APPS) – OUT

Ms. Kitalima, Tamasha
BA.Ed (Linguistics and Literature) – UDSM

Ms. Makulilo, Ester
BA. Ed (History and Kiswahili) SAUT

7.3.2. Department of Geography and History

Lecturer and Head of Department

Dr. Kitali, Luzabeth J.
DIP (Ed) - Morogoro TTC
BA(Ed) (Geography and Literature) - UDSM
MA (Geog. and Env't. Mgt) – UDSM
PhD (Geography) – UDSM

Professors

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

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

Lecturers

Dr. Lusiru, Sifuni N.
Grade A Certificate – Monduli Teachers College
BA (Ed) (Geography & Kiswahili) – 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 Env't. Mgt) – UDSM
PhD (Geography) – UDSM

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

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

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

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

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 Mwasenga
BA (Ed) (Geography & Kiswahili) – UDSM
MA (Geography and Environmental Management) – UDSM

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

Mr. Ntanturo, Evance M
BA (Geography and History Hons) UDM
MA (Geography and Env't. Mgt) - 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 Hezron
BA (History and Kiswahili) – UDOM
MA (History) SAUT

Mr. Nyakasi Filbert
BA (History and Geography) - UDSM
MA (Geography and Env't. Mgt.) - UDSM

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

Tutorial Assistants

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

7.3.3. Department of Mathematics and Statistics

Assistant Lecturer and Head of Department

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

Assistant Lecturers

Mr. Badi, Lwidiko M.*

BA (Statistics) -UDSM
MBA (UDSM).

Mr. Mwashuiya, Stephano F.
DIP (Ed) –Kleruu TTC.
BED (Mathematics) -TEKU
MSC (Procurement and Supply Chain Management) – MU

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

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

7.3.4. 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 Lecturer

Dr. Nkyabonaki, Jason L.
BA (PS &PA) (Hons) - UDSM
MA (PS & PA) (Hons) - UDSM
PhD (Public Administration) – UDSM

Lecturers

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

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

PhD (DS) UDSM

Dr. Saruni, Parit L.

DIP (Agric. Ed. & Ext.) – Egerton University, Kenya

BSc (Agricultural Education & Extension)-SUA

MA. (Rural Development) - SUA

PhD (Rural Development) - SUA

Dr. Bulengela, Gideon

BA (Sociology) - UDSM,

MA (Sociology & Anthropology) – UDSM

PhD (Aquatic Science) - UDSM

Dr. Kavishe, Angela**

BA. (Sociology) - UDSM

MA. (Sociology) - UDSM

M A (Phil. Gender & Development) - Bergen University

PhD. (Sociology) – University of Kwazulu Natal

Mr. Max Mbota M.**

BA (Hons) Sociology – UDSM

MA (Sociology) - UDSM.

Assistant Lecturers

Mr. Mbande, Victor

BA (Culture and Heritage) - UDSM,

MA (Sociology) – UDSM

Mr. Shakuru, Yunusu K. **

BA (Ed) - UDSM

MA (DS) – UDSM

Mr. Leonard Buswelu 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

Ms. Mkuki, Pilieli
BA (Education)–UDSM
MA (Info Studies) - UDSM

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

Ms. Msolla, Faraja**
DIP (Ed) - Marangu TTC
BED (Geography) – UDSM
M.A (DS) – UDSM

Tutorial Assistants

Ms. Sigalla, Rose **
CERT (Ed) - Korogwe T.C
Dip. (Social Studies) - MNMA
BD (PMSD) – MNMA

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

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

7.3.5. Department of Library and Publications

Lecturer and Head of Department

Dr. Ndumbaro, Rehema C.
DIP (Ed-Geography & English Language) -Tabora TC

BA. Ed (Geography & English) (Hons) -UDSM
MA (Information Studies) – UDSM
PhD (Information Studies) – UKZN, South Africa

Lecturer/Librarian

Dr. Ndumbaro, Rehema C.
DIP (Ed-Geography & English Language) - Tabora TC
BA. Ed (Geography & English) (Hons) -UDSM
MA (Information Studies) – UDSM
PhD (Information Studies) – UKZN, South Africa

Assistant Lecturer/Librarian

Mr. Mubofu, Christian M.
DIP (Library, Archives & Documentation Studies) -SLADS, Bagamoyo
BA. (LIS) - Tumaini University
MA (Information Studies) – UDSM

Ms. Kirumbi, Rahabu **
CERT (Ed) - Ifunda T.C.
DIP (Primary School) -St Mary's
DIP (Library Archives and Documentation Studies) - SLADS, Bagamoyo
BA (LIS) - Tumaini University

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

Tutorial Assistant

Mr. Dismas, Yusuf *
Cert (Library Archives and Documentation Studies) – SLADS,
Bagamoyo
Dip (Library Archives and Documentation Studies) – SLADS, Bagamoyo

8. ACADEMIC MEMBERS OF STAFF – KARUME CAMPUS ZANZIBAR

8.1. Department of Leadership and Management Sciences

8.1.1. Leadership, Ethics and Governance Unit

Assistant Lecturer and Head of Unit

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

Dr. Mtasigazya, Paul.

BAED (History & PS) (Hons) – UDSM

MA. (Public Administration)- UDOM

PhD. (Public Administration) – UDSM

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

8.1.2. Human Resources Management Unit

Assistant Lecturer and Head of Unit

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

Tutorial Assistant

Mr. Gesura, Juma Y.**
BPA RAM – MU

8.1.3. Economics Unit

Assistant Lecturer and Head of Unit

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

Assistant Lecturers

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

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

Mr. Kailangana, Maximillian S.
DIP (International Relations and Diplomacy) - CFR

DIP (ED) - MNMA
BD. (EoD) - MNMA
MSc. (Economics and Finance) – University of Bradford, UK

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

8.1.4. Gender Studies Unit

Lecturer and Head of Unit

Dr. Kalumanga, Venance E.
BSc with Ed. (Chemistry & Biology) (Hon) - SJUT
MACD (Hon) – SJUT
PhD (Gender and Food Security) - UDOM

Lecturers

Dr. Rwela, Anderson G.
Dip (Ed) – Kasulu TTC
BA (Community Economic Development) - SUA
MA (Cooperative and Community Development) – SUA
PhD (in Agricultural and Rural Innovations System - SUA

Dr. Kalumanga, Venance E.
BSc with Ed. (Chemistry & Biology) (Hon) - SJUT
MACD (Hon) – SJUT
PhD (Gender and Food Security) - UDOM

Assistant Lecturers

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

Tutorial Assistant

Ms. Migamba, Janeth D.
BD (Gender and Development) – MNMA

8.1.5. Information and Communication Technology Unit

Assistant Lecturer and Head of Unit

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

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

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

Mr. Msambichaka, Sixbert J.
BA(Ed) (Geography & PS) – UDSM
MA (Geography & Environmental Management) – UDSM

8.3. Department of Arts and Social Sciences

8.3.1. Geography, History, Languages and Literature Unit

Lecturer and Head of Unit

Dr. Ponera, Athumani S.
Cert. in Education - Ifunda TTC
Diploma of Education - Mtwara TTC
BA (Ed) Kiswahili & Geography) - MUM
MA (Kiswahili) - UDOM
PhD (Kiswahili) - UDOM

Lecturer

Dr. Ponera, Athumani S.
Cert. in Education - Ifunda TTC
Diploma of Education - Mtwara TTC
BA (Ed) Kiswahili & Geography) - MUM
MA (Kiswahili) - UDOM
PhD (Kiswahili) - UDOM

Assistant Lecturers

Mr. Mligo, Isdory S.*
DIP (Ed) - Morogoro T.T.C.
BA. Ed (History & Geography) - UDSM
MA (Geography and Environmental Studies) – UDSM

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

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

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

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

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

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

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

8.3.2. Social Studies, Library and Publications Unit

Assistant Lecturer and Head of Unit

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

Lecturers

Dr. Mbwete, Rose I.
BA (Sociology) - UDSM
MA (Sociology) - UDSM
PhD (Sociology) – OUT

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

Librarian

Ms. Kway, Everegisla T.

Cert (Librarianship) - SLADS

Dip (Library and Documentation Services) - SLADS

BA (LIS) - Tumaini University- Dar es Salaam



9. ACADEMIC MEMBERS OF STAFF – PEMBA BRANCH

9.1. Gender Unit

Tutorial assistant and Head of Unit

Mr. Mayola, Mahamudu H.

BA (Community Dev. & Project Planning and Mngt) – CDTI Tengeru

Assistant Lecturer

Mr. Kigodi, Henry M.

BA (History & DS) - UDSM

M (Phil. Gender & Dev) -Bergen University

Tutorial Assistant

Mr. Mayola, Mahamudu H

BA (Community Dev. & Project Planning and Mngt) – CDTI Tengeru

9.2. Economics Unit

Assistant lecturer and 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

9.3. Information and Communication Technology Unit

Assistant lecturer and Head of Unit

Mr. Domition, Jasson L.

BSc. in Computer Science – IFM

PGDE - UDSM

Tutorial Assistant

Mr. Domition, Jasson L.

BSc. in Computer Science – IFM

PGDE-UDSM

9.4. Social Studies Unit

Assistant Lecturers and Head of Unit

Mr. Mpinji, Mohamed I.

B.A (Public Admin in Local Government) – MU

MSc. (Records and Archives Management) – Moi University

Assistant Lecturers

Mr. Mkangara, Mohamed A.

Cert. (Ed) – Usangi TC

Dip. (Ed) – Korogwe TC

BA (Ed) (Hons) - UDSM

MEMA – UDSM

Mr. Mpinji, Mohamed I.

B.A (Public Admin in Local Government) – MU

MSc. (Records and Archives Management) – Moi University

Tutorial Assistant

Mr. Chikwindo, Francis E**

Bachelor of Library and Information Studies - UDSM

10. ADMISSION TERMS

10.1. General Terms

- 10.1.1. A candidate admitted to MNMA has to understand that in accepting the 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.
- 10.1.2. The Academy normally invites applications for admission to the various courses between mid-May to September for September intake.
- 10.1.3. 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.

10.2. Registration

- 10.2.1. Every student shall register with the Academy's admissions office at the beginning of every semester.
- 10.2.2. No admission shall be processed without evidence that the tuition fee has been paid. Tuition fee may be paid in two instalments. Each instalment must be paid within two weeks at the beginning of each semester.
- 10.2.3. Apart from tuition fee payment, fresh student shall be registered after verification of his/her relevant original certificates.
- 10.2.4. Fresh students shall furnish a medical examination form on his/her fitness.
- 10.2.5. 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

- 10.2.6. 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
- 10.2.7. Failure to register for the programme 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.

10.3. Regulations

- 10.3.1. 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.
- 10.3.2. Permission to postpone studies shall be considered after producing satisfactory evidence of the reasons for postponement. Special circumstances shall include ill health, serious social and economic problems.
- 10.3.3. 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.
- 10.3.4. 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.

10.4. Admission Requirements

10.4.1. Basic Technician Certificate Programmes (NTA level 4)

No .	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
1.	<ul style="list-style-type: none"> Basic Technician Certificate in Economic Development Basic Technician Certificate in Information Communication Technology 	<p>The minimum entry qualification is four (04) 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 and English Language.</p> <p>OR</p> <p>Possession of at least NVA Level III of relevant trade and completion of O-Level</p>
2.	<ul style="list-style-type: none"> Basic Technician Certificate in Accountancy 	<p>The minimum entry qualification is four (04) 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 and any of the following subjects: Physics, Chemistry, Biology, Agriculture, Engineering Science, Geography, Commerce, Book-keeping, and other science related subjects</p> <p>OR</p> <p>Possession of NVA Level III of relevant trade and completion of O-Level</p>
3.	<ul style="list-style-type: none"> Basic Technician Certificate in Youth Work Basic Technician Certificate in Human Resource Management Basic Technician Certificate in Community Development Basic Technician Certificate in 	<p>The minimum entry qualification is four (4) passes at D grade in any subject excluding religious subjects in CSEE</p> <p>OR</p> <p>Possession of at least NVA level II of relevant trade and completion of O-level.</p>

No .	NAME OF PROGRAMME	ENTRY QUALIFICATIONS
	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	

10.4.2. Ordinary Diploma Programmes (NTA level 5)

No .	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
1.	<ul style="list-style-type: none"> • Ordinary Diploma in Economic Development • Ordinary Diploma in Accountancy • Ordinary Diploma in Business Administration • Ordinary Diploma in Procurement and Supply 	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least four (04) 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.</p> <p>OR</p> <p>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 NACTE or any other relevant one year</p>

No .	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>certificate obtained from any learning institution registered by the Government or recognized by any Government body of the country of study.</p> <p>OR</p> <p>Possession of relevant NVA Level III and completion of O-Level</p>
2.	<ul style="list-style-type: none"> • Ordinary Diploma in Information Communication Technology 	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least four (04) 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.</p> <p>OR</p> <p>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 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.</p> <p>OR</p> <p>Possession of relevant NVA Level III and completion of O-Level</p>

No	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
3.	<ul style="list-style-type: none"> • 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 	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least four (04) relevant passes and Advanced Certificate of Secondary Education Examination (ACSEE) with at least one principle pass and one Subsidiary in any subject excluding the religious one.</p> <p>OR</p> <p>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 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.</p> <p>OR</p> <p>Possession of relevant NVA Level III and completion of O-Level</p>

10.4.3. Bachelor Degree Programmes (NTA Level 7)

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
1.	Bachelor Degree in Economics of Development (BD.EoD)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>i. Completed A-Level studies before 2014 and after 2015</p> <p>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)</p> <p>ii. Completed A-Level studies in 2014 and 2015</p> <p>Two principal passes ('C' and above) with a total of 4.0 points from Two Subjects</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>defining the admission into the respective programme (where A=5; B+=4; B=3; C=2; D=1, E=0.5)</p> <p>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</p> <p>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)</p> <p>PLUS An Advanced Certificate of Secondary Education Examination with at least 1.5 points from two subjects</p> <p>OR An Ordinary Diploma from the recognized institution with a GPA of at least 2.0</p> <p>OR NTA level 5 /Professional Technician Level II Certificate.</p> <p>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.</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>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.</p>
2.	Bachelor Degree in Gender and Development (BD.GD)	<p>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)</p> <p>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).</p> <p>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</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>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)</p> <p>PLUS An Advanced Certificate of Secondary Education Examination with at least 1.5 points from two subjects</p> <p>OR An Ordinary Diploma from the recognized institution with a GPA of at least 2.0</p> <p>OR NTA level 5 /Professional Technician Level II Certificate.</p> <p>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.</p> <p>OR NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NACTE 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.</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
3.	Bachelor Degree in Management of Social Development (BD.MSD)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>i. Completed A-Level studies before 2014 and after 2015</p> <p>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)</p> <p>ii. Completed A-Level studies in 2014 and 2015</p> <p>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).</p> <p>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.</p> <p>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.</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>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 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.</p>
4.	Bachelor Degree in Human Resource Management (BD.HRM)	<p>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</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>(where A=5; B=4; C=3; D=2; E=1; S=0.5)</p> <p>ii. Completed A-Level studies in 2014 and 2015</p> <p>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)</p> <p>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.</p> <p>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 Human Resource Management, Gender and Development, Community Development, Social Studies, Records Management, Social Work, Journalism, International Relations and Diplomacy, Secretarial Studies and</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>Office Management with an average of "B" or GPA of 3.0, and 4 passes at O' Level.</p> <p>OR</p> <p>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):</p> <p>OR</p> <p>Average of "C" for Full Technician Certificate (FTC)(where A=5, B=4, C=3, and D=2 points) OR</p> <p>Average of 'B' Grade for Diploma in Teacher Education;</p> <p>OR</p> <p>Average of 'B+' Grade for Health-related awards such as Clinical Medicine and others; OR</p> <p>A Distinction for unclassified diplomas and certificates;</p> <p>Upper Second Class for classified non-NTA diplomas.</p>
5.	Bachelor Degree of Education in Kiswahili and English Languages (BD.EKE)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>i. Completed A-Level studies before 2014 and after 2015</p> <p>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).</p> <p>ii. Completed A-Level studies in 2014 and 2015</p> <p>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)</p> <p>Two principal passes in Kiswahili and English Foundation Programme of the OUT:</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>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)</p> <p>PLUS An Advanced Certificate of Secondary Education Examination with at least 1.5 points from two subjects</p> <p>OR An Ordinary Diploma from the recognized institution with a GPA of at least 2.0</p> <p>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.</p>
6.	Bachelor Degree of Education in Geography and History (BD.EGH)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>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)</p> <p>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)</p> <p>Two principal passes in Geography and History</p> <p>Foundation Programme of the OUT: A GPA of 3.0 accumulated from six core subjects and at least a C grade from three</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>subjects in respective cluster (Arts, Science and Business Studies)</p> <p>PLUS An Advanced Certificate of Secondary Education Examination with at least 1.5 points from two subjects</p> <p>OR An Ordinary Diploma of Education in Geography and History from the recognized institution with a GPA of at least 2.0</p> <p>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.</p>
7.	Bachelor Degree of Education in Geography and Kiswahili Language (BD.EGK)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>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)</p> <p>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</p> <p>Foundation Programme of the OUT: A GPA of 3.0 accumulated from six core subjects and at least a C grade from three</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>subjects in respective cluster (Arts, Science and Business Studies)</p> <p>PLUS An Advanced Certificate of Secondary Education Examination with at least 1.5 from two subjects</p> <p>OR An Ordinary Diploma from the recognized institution with a GPA of at least 2.0</p> <p>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.</p>
8.	Bachelor Degree of Education in Geography and English Languages (BD.EGE)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>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)</p> <p>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 respective cluster (Arts, Science and Business Studies)</p> <p>PLUS</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>An Advanced Certificate of Secondary Education Examination with at least 1.5 from two subjects</p> <p>OR</p> <p>An Ordinary Diploma from the recognized institution with a GPA of at least 2.0</p> <p>Category B: Ordinary Diploma, FTC and Equivalent Qualifications</p> <p>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.</p>
9.	Bachelor Degree of Education in History and English Languages (BD EHE)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>i. Completed A-Level studies before 2014 and after 2015</p> <p>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)</p> <p>Completed A-Level studies in 2014 and 2015</p> <p>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)</p> <p>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 respective cluster (Arts, Science and Business Studies)</p> <p>PLUS</p> <p>An Advanced Certificate of Secondary Education Examination with at least 1.5 from two subjects</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		<p>OR</p> <p>An Ordinary Diploma from the recognized institution with a GPA of at least 2.0</p> <p>Category B: Category B: Ordinary Diploma, FTC and Equivalent Qualifications</p> <p>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.</p>
10.	Bachelor Degree of Education in History and Kiswahili Languages (BD EKH)	<p>Category A: Direct Entry (Form VI applicants)</p> <p>i. Completed A-Level studies before 2014 and after 2015</p> <p>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)</p> <p>ii. Completed A-Level studies in 2014 and 2015</p> <p>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)</p> <p>Two principal passes in History and Kiswahili</p> <p>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</p>

S/N	NAME OF PROGRAMME(S)	ENTRY QUALIFICATIONS
		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.

10.4.4. Short Courses

	Tailor Made and Short Courses	The entry qualification will depend on the requirement of the respective course.
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10.4.5. Kibweta cha Mwalimu Nyerere

	Leadership and Ethics Studies	People who are working or seeking to work in the career of leadership and governance in the public and private sector.
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10.4.6. Chinese Language Course

	Chinese Language	People who are working or seeking to work in the career of Education, Culture, Language Translation, International relations, Tourism and Business both in the public and private sector.
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11. UNDERGRADUATE PROGRAMMES OFFERED BY THE ACADEMY (AT BOTH KIVUKONI, KARUME CAMPUS ZANZIBAR AND PEMBA BRANCH)

11.1. Faculty of Leadership and Management Sciences

11.1.1. Basic Technician Certificate in Economic 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	10
EST 04102	Principles of Bookkeeping	Fundamental	9
EST 04104	Elements of Computer Applications	Fundamental	9
EST 04101	Elements of Economics	Core	14
EST 04103	Fundamentals of Cooperative Development	Core	12
EST 04105	Elements of Population and Development	Core	11
Total Credits			65

Semester Two			
Module Code	Module Name	Module Type	Credits
EST 04206	Basic Principles of Economic Development	Core	15

EST 04207	Basics of Entrepreneurship and Self Employment	Core	11
EST 04208	Elements of Public Finance	Core	12
EST 04209	Elements of Mathematics and Statistics	Fundamental	09
SST 04202	Basic Principles of Management	Fundamental	08
Total Credits			55

11.1.2. Technician Certificate in Economic Development (TC.ED) NTA Level 5

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 05101	Introduction to Microeconomics	Core	12
EST 05102	Introduction to Accounting	Core	08
EST 05104	Introduction Statistics	Core	14
EDT 05113	Communication Skills	Core	06
SST 05104	Methods of Social Science Research	Fundamental	12
SST 05108	Development Studies I	Core	06
Total Credits			58



Semester Two			
Module Code	Module Name	Module Type	Credits
EST 05203	Global Economic Issues	Core	10
EST 05205	Population Issues and Development	Core	10
EST 05206	Economic Development	Core	12
EST 05208	Introductory Mathematics for Economists	Core	12
EST 05207	Introduction to Computer application	Fundamental	06
SST 05209	Development Studies II	Fundamental	06
Total Credits			56

11.1.3. Ordinary Diploma in Economic Development (OD.ED) NTA Level 6

a) Objectives of the Programme

- To train competent economists of medium and low cadres
- 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.
- 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.
- To enable students interpret Government policies and their implications in economic, political and social terms.
- 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	Macroeconomics	Core	12
EST 06102	Project Planning and Management	Core	10
EST 06103	Introduction to Economic Issues and Development	Core	12
EST 06104	Quantitative Methods	Core	12
EST 06105	Entrepreneurship and Development	Fundamental	10
EDT 06124	Business Communications I	Fundamental	08

Total Credits	64
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Semester Two			
Module Code	Module Name	Module Type	Credits
EST 06206	Agriculture and Economic Development	Core	12
EST 06207	Industrialization in Developing Countries	Core	12
EST 06208	Cooperatives and Development	Fundamental	08
EST 06209	Environmental Issues and Development	Fundamental	08
SST 06208	Field Work and Research Report	Core	12
EDT 06224	Business Communication II	Fundamental	08
Total Credits			60

11.1.4. 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	Fundamental	09
ESU 07102	Microeconomics	Core	12
ESU 07103	Mathematics for Economists	Core	12
ESU 07104	Principles of Production Management	Core	12



ESU 07105	Major Issues in Economic Development (Optional)	Fundamental	09
PSU 07110	Introduction to Sociology (Optional)	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
Total Credits			64

Semester Two			
Module Code	Module Name	Module Type	Credits
ESU 07206	Industrialization in Developing Countries	Core	14
ESU 07207	Statistics for Economists	Core	14
ESU 07208	Macroeconomics	Core	12
GD 07212	Gender and Development (Optional)	Fundamental	07
PSU 07204	Development Studies	Fundamental	09
PSU 07206	Human Rights (Optional)	Fundamental	07
Total Credits			56

Semester Three			
Module Code	Module Name	Module Type	Credits
ESU 07310	Quantitative Methods for Economic Analysis	Core	14
ESU 07311	Public Finance Theory	Core	12
ESU 07312	Introduction to Accounting	Fundamental	12
EDU 07327	Business Communication	Fundamental	11
PSU 07305	Methods of Social Science Research I	Core	14
Total Credits			63

Semester Four			
Module Code	Module Name	Module Type	Credits
ESU 07413	Agriculture and Economic Development	Core	10
ESU 07414	Introduction to Data Base Management	Fundamental	09
ESU 07415	Project Planning and Management	Core	12
ESU 07416	Econometrics	Core	14

GDU07419	Gender Resource Mobilization and Planning	Fundamental	12
PSU 07407	Methods of Social Science Research II	Core	14
Total Credits			71

11.1.5. 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 08101	Environmental Issues and Development	Fundamental	11
ESU 08102	Financial Management	Fundamental	12
ESU 08104	Economic Policy and Planning	Core	12
ESU 08105	Marketing Management (Optional)	Fundamental	10
PSU 08102	Social Change and Development (Optional)	Fundamental	10
PSU 08104	Administrative Law	Fundamental	10
PSU 08106	Field Attachment	Fundamental	10
Total Credits			65

Semester Two			
Module Code	Module Name	Module Type	Credits
ESU 08203	Economic Issues in Development Countries	Core	11
ESU 08206	Entrepreneurship	Fundamental	11
ESU 08207	Demography	Core	11
PSU 08208	Public Policy	Fundamental	11
PSU 08210	Dissertation	Core	14
Total Credits			58

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

a) Objectives of the Programme

- i) To allow 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			59

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

a) Objectives of the Programme

- To prepare learners for ordinary Diploma in Accountancy.
- To provide knowledge, skills and values needed in the accountancy field
- To provide entrepreneurial skills necessary for understanding and establishing multifarious business.
- 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

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

a) Objectives of the Programme

- To prepares learners for Higher Diploma Level in Accountancy.
- To provide knowledge, skills and values needed in the accountancy field.
- To provide entrepreneurial skills necessary for understanding and establishing multifarious business.
- 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

11.1.9. 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

11.1.10. 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

11.1.11. 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

11.1.12. 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

11.1.13. 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

11.1.14. 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

11.1.15. 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
GST 04101	Introduction to Youth Behaviours and Youth Problems	Core	08

GST 04102	Methods and Techniques of Youth Work	Core	08
EST 04102	Principles of Book-Keeping	Core	09
EDT 04101	Basic Communication Skills	Core	10
EST 04103	Fundamentals of Cooperative Development (Optional)	Fundamental	08
EST 04104	Elements of Computer Application	core	09
GST 04104	Basic Social Science Research	Core	09
EST 04105	Elements of Population and Development (Optional)	Fundamental	06
SST 04129	Elements of Leadership and Ethics	Fundamental	06
Total Credits			61

Semester Two			
Module Code	Module Name	Module Type	Credits
SST 04202	Basic principles of Management	core	08
GST 04205	Youth Psychology	Core	08
EST 04205	Entrepreneurship and Self Employment	Core	09
GST 04206	Guidance and Counselling	Core	08
GST 04207	Organization Behaviour	Core	10
GST 04208	English Structure	Core	10
GST 04209	Gender Issues and Youth Work (Optional)	Fundamental	08
GST 04210	Introduction to Politics and Political Parties (Optional)	Fundamental	08
SST 04230	Basics in patriotism in leadership practices	Fundamental	06
Total Credits			61

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

a) Objectives of the programme

- 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 05105	Introduction to Gender Concepts	Core	11
GST 05103	Gender, State and Politics I	Core	08
GST 05102	Community Development	Core	06
EST 05102	Introduction to Accounting	Core	11
GST 05104	Gender Analysis Tools	Core	08
EDT 05113	Communication Skills I	Core	11
SST 05104	Methods of Social Science Research	Core	08
SST 05108	Development Studies I	Core	11
SST 05106	Introduction to Principles of Leadership and Ethics	Fundamental	06
Total Credits			66

Semester Two			
Module Code	Module Name	Module Type	Credits
GST 05206	Introduction to Gender Psychology	Core	11
GST 05207	Introduction to Social Development	Core	08
EST 05207	Introduction to Computer Application	Core	08
SST 05209	Development Studies II	Fundamental	06
EDT 05214	Communication Skills II	Core	11
GST 05208	Mass communication(optional)	Fundamental	06

GST 05209	Gender, State and Politics II	Core	08
EDT 05223	Psychology (Optional)	Fundamental	06
GST 05210	Methods of social science research II	Core	06
SST 05230	Leadership, Governance and Gender	Fundamental	06
Total Credits			64



11.1.17. 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 the political, social and economic life of their country.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
GST 06101	Gender Issues Perspectives	Core	12
GST 06102	Introduction to Sociology	Core	09
EST 06102	Project Planning and Management	Core	09
EST 06105	Entrepreneurship and Development	Core	10
GST 06106	Population Issues and Development (Optional)	Fundamental	08
EST 06108	Cooperative and Development (Optional)	Fundamental	08
EDT 06123	Organization Behaviour	Fundamental	08
EDT 06124	Business Communication I	Core	12
SST 06129	Leadership and Governance at Local Government Levels		06
Total Credits			68

Semester Two			
Module Code	Module Name	Module Type	Credits
GS T06203	Gender Issues in Economic and Social Development	Core	12
GST 06204	Human Rights	Core	08

GST 06205	Health and Development	Core	08
SST 06205	International Relations (Optional)	Fundamental	08
SST 06208	Field Work and Research Report	Core	12
EST 06209	Environmental Issues and Development (Optional)	Fundamental	08
EDT 06224	Business Communication II	Fundamental	12
SST 06230	Ethics in Leadership	Fundamental	06
Total Credits			60

11.1.18. 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 subjects relevant to future careers of graduates.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
GDU 07101	Gender and development	Core	10
ESU 07101	Introduction to Computer Application	Core	08
GDU 07102	Feminist and Gender Theories	Core	11
GDU 07103	Childhood and Child Rights	Core	11
EDU 07112	Communication Skills	Core	07
GDU 07104	Introduction to Community Development	Core	08
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			55

Semester Two			
Module Code	Module Name	Module Type	Credits
PSU 07204	Development Studies	Fundamental	08
GDU 07205	Gender and Education	Core	14

GDU 07207	Gender Analysis Models	Core	10
GDU 07208	Management of Human Resource	Core	12
PSU 07209	Employee and Labour Relations	Core	09
GDU 07210	Gender and Leadership	Core	11
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			64

Semester Three			
Module Code	Module Name	Module Type	Credits
GDU 07311	Gender Mainstreaming	Core	10
GDU 07312	Development Economics	Fundamental	10
EDU 07327	Business Communication	Fundamental	07
PSU 07313	Methods of Social Science Research I	Core	08
GDU 07313	Social Security Protection	Core	10
GDU 07308	Food Security and Society	Fundamental	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			55

Semester Four			
Module Code	Module Name	Module Type	Credits
ESU 07408	Principles of Economics	Fundamental	10
GDU 07414	Environmental and Development	Core	09
GDU 07416	Gender Resource Mobilization and Planning (Optional)	Fundamental	09
GDU 07417	Gender, Culture and Organizational Change	Core	15
ESU 07415	Project Planning and Management	Core	15
PSU 07407	Methods of Social Science Research II	Core	08
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			66

11.1.19. 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
GDU08101	Human Rights Issues	Core	09
GDU08102	Social Policy and Planning	Core	07
GDU08103	Gender Policy and Budgeting	Core	09
GDU08104	Rural Sociology	Core	07
GDU08105	Gender Issues in Health	Core	09
PSU 08106	Field Attachment	Core	10
GDU08107	Population and Development	Fundamental	07
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			58

Semester Two			
Module Code	Module Name	Module Type	Credits
GDU08208	Leadership and Development	Fundamental	08
GDU 08209	Gender Issues in Family	Core	09
PSU08210	Dissertation	Core	10
GDU08211	Entrepreneurship	Core	09
GDU08212	Guidance and Counselling	Core	11
GDU08213	Social Conflicts and Resolutions	Core	08
GDU08214	Natural Resource Management	Fundamental	07
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			62

11.1.20. 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
SST 04129	Elements of Leadership and Ethics	Fundamental	06
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
SST 04230	Basics in patriotism in leadership practices	Fundamental	06
Total Credits			57

11.1.21. 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 effectively the acquired basic knowledge, skills and understanding 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
SST 05106	Introduction to Principles of Leadership and Ethics	Fundamental	06
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
SST 05230	Leadership, Governance and Gender	Fundamental	06
Total Credits			61

11.1.22. 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 effectively the acquired basic knowledge, skills and understanding 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
SST 06129	Leadership and Governance at Local Government Levels		06
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
SST 06230	Ethics in Leadership	Fundamental	06
Total Credits			65

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

a) Objectives of the Programme

- To prepare a person who is able to use computer operations and package to perform simple works.
- To prepare a person who is able to provide internet services and perform computer installations and configurations.
- To prepare a person who is able to maintain and repair computer hardware software's and peripherals.

- iv) To prepare a person who is able to 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

11.1.24. 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 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 and manage customers; and identify business opportunity 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 (IPT)	Core	10
ITT 05208	Computer Networking	Core	09
ITT 05209	Introduction to Internet Programming	Core	10
Total Credits			61

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

a) Objectives of the Programme

- i) To prepare a person who is able to use computer operations and packages to solve IT problem.
- 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

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

a) Objectives of the Programme

- i) To enable students acquire the required competencies for better results for the organization in which they will happen to 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
SST 04101	Basic Human Resource Management	Core	15
EST 04101	Elements of Economics	Fundamental	08
EST 04102	Principles of Bookkeeping	Fundamental	09
EDT 04101	Basic Communication Skills	Fundamental	10
EST 04104	Elements of Computer Applications	Fundamental	9
EST 04110	Elements of Commerce	Fundamental	8
SST 04129	Elements of Leadership and Ethics	Fundamental	06
Total Credits			59

Semester Two			
Module Code	Module Name	Module Type	Credits
SST 04202	Basic Principles of Management	Core	15
SST 04203	Fundamentals of Labour Laws	Core	14
SST 04204	Fundamentals of Office Practice and Records Management	Core	13
EST 04207	Basics of Entrepreneurship and Self Employment	Fundamental	10
EST 04211	Elements of Business Mathematics	Fundamental	09

SST 04230	Basics in patriotism in leadership practices	Fundamental	06
Total Credits			61



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

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 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
SST 05109	Principles of Management	Core	14
EST 05109	Business Mathematics and Statistics	Fundamental	08
EST 05110	Information and Communication Technology	Fundamental	08
SST 05102	Human Resource Management	Core	14
SST 05111	Office Organization and Records Management	Core	12
EDT 05113	Communication Skills	Fundamental	09
SST 05106	Introduction to Principles of Leadership and Ethics	Fundamental	06
Total Credits			65

Semester Two			
Module Code	Module Name	Module Type	Credits
SST 05211	Organization Behaviour	Core	12
EST 05211	Principles of Marketing	Fundamental	06

EST 05212	Entrepreneurship and Small Business Management	Fundamental	09
SST 05212	Principles of Public Relations	Core	08
SST 05213	Supervisory Skills	Core	12
EST 05214	Principles of Accounting	Core	8
SST 05230	Leadership, Governance and Gender	Fundamental	06
Total Credits			55

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

a) Objectives of the Programme

- To enable students acquire required competencies for better results for the organization in which they will happen to be. These competences are skills, attitudes, knowledge and wider attributes.
- 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.
- To enable graduates to identify, integrate and apply a body of knowledge and a set of techniques in the management process.
- 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
SST 06110	Management and Supervisory Skills	Core	11
SST 06102	Human Resource Planning	Core	14
SST 06112	Business Ethics and Customer Care	Fundamental	09
EST 06110	Basic Financial Management	Fundamental	08
SST 06105	Human Resources Information Systems	Fundamental	08
SST 06106	Business Laws	Fundamental	09

SST 06129	Leadership and Governance at Local Government Levels	Fundamental	06
Total Credits			59

Semester Two			
Module Code	Module Name	Module Type	Credits
SST 06208	Field Practical Training	Core	10
SST 06215	Staff Training and Development	Core	12
SST 06216	Labour Laws	Core	12
SST 06217	Staff Motivation and Remuneration	Core	14
SST 06218	Human Resource Recruitment and Selection	Core	14
SST 06211	Research Methodology	Fundamental	09
SST 06230	Ethics in Leadership	Fundamental	06
Total Credits			71

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

a) Objectives of the programme

- i) To enable students to acquire 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 resources workers who are competent in the application of knowledge and skills in operational in 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 the Tanzania modern business organizations and globally.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
SSU 07102	Principles of Human Resource Management	Core	14

SSU 07103	Business Mathematics and Statistics	Fundamental	09
SSU 07104	Organization Behaviour	Core	11
SSU 07105	Corporate Governance and Ethics	Core	11
ESU 07101	Computer Application	Fundamental	09
SSU 07106	Staffing and Employee Selection	Core	13
EDU 07112	Communication Skills	Fundamental	10
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			77

Semester Two			
Module Code	Module Name	Module Type	Credits
SSU 07207	Human Resource Information System	Core	11
SSU 07208	Principles of Business Finance	Core	11
SSU 07209	Principles of Entrepreneurship	Fundamental	09
SSU 07210	Reward System and Performance Management	Core	13
SSU 07211	Principles of Management	Core	12
SSU 07212	Public Relations and Customer Care	Fundamental	10
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			66

Semester Three			
Module Code	Module Name	Module Type	Credits
SSU 07313	Leadership and Organizational Success	Core	11
SSU 07314	Managing Business Organizations	Core	10
SSU 07315	Principles of Economics	Fundamental	08
SSU 07316	Human Resource Planning	Core	13
SSU 07317	Labour Laws	Fundamental	12
SSU 07318	Principles of Good Governance	Fundamental	08
PSU 07319	Leadership and National Consolidation	Fundamental	06

Total Credits	62
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Semester Four			
Module Code	Module Name	Module Type	Credits
SSU 07419	Gender Perspective in Management	Core	14
SSU 07420	International Human Resource Management	Core	10
SSU 07421	Research Methodology	Fundamental	10
SSU 07422	Labour Relations	Core	13
SSU 07423	Field Practical Training	Fundamental	10
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			57

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

a) Objectives of the programme

- i) To enable students to 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
- 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 resources workers who are competent in the application of knowledge and skills in operational in 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 the Tanzania modern business organizations and globally.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
SSU 08101	Managing Organization Structure and Change	Fundamental	10
SSU 08105	Principles of Administrative Law	Fundamental	09
SSU 08102	Managing Groups Organizations	Core	11

SSU 08103	Interpersonal and Supervisory Skills	Core	11
SSU 08104	Corporate Strategic Management	Core	12
SSU 08106	Strategic Human Resource Management	Core	12
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			65

Semester Two			
Module Code	Module Name	Module Type	Credits
SSU 08207	Supply Chain Management	Fundamental	11
SSU 08208	Risk Management	Fundamental	08
SSU 08209	Conflict Management in Organizations	Core	08
SSU 08210	Training and Development	Core	10
SSU 08211	Staff Motivation	Core	14
SSU 08212	Research Project	Fundamental	11
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			62

11.2. Faculty of Education

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

a) Objectives of the Programme

- i) To train competent teachers for Ordinary and Advanced Level Secondary Schools and Grade IIIA, and Diploma Training Colleges.
- ii) To prepare students to understand the fundamentals and concepts of traditional and modern education.
- iii) To introduce students to fundamental concepts and principles of educational measurement, monitoring, assessment and evaluation of educational attainment.
- iv) To enable students to understand, elaborate and make proficiency in language skills of reading, speaking, writing and listening.

- v) To avail to students various approaches of language skills acquisition and how they can be applied to teaching and learning.
- vi) To analyse different Kiswahili and English languages syllabi and designs and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.
- vii) To equip students with knowledge and fundamental language skills in order 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	06
ESU 07101	Introduction to Computer Application	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
EDU 07114	Study of Language	Core	08
EDU 07120	English Phonology	Core	08
EDU 07122	Utangulizi wa Fasihi ya Kiswahili	Core	08
EDU 07124	Foundations of Language and Literature	Core	08
EDU 07125	Utangulizi wa Lugha na Isimu	Core	08
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			65
Semester Two			
EDU 07208	English Language Facilitation Methods	Core	05
EDU 07209	Kiswahili Language Facilitation Methods	Core	05
EDU 07210	Teaching Practice I	Core	10
PSU 07204	Development Studies	Fundamental	09
EDU 07211	Origin and Development of Literature	Core	08
EDU 07217	English Structure	Core	08
EDU 07218	English Morphology	Core	08

EDU 07225	Nadharia ya Fasihi na Uhakiki	Core	08
EDU 07231	Fonolojia na Mofolojia ya Kiswahili	Core	08
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			69

Semester Three

Module Code	Module Name	Module Type	Credits
EDU 07302	Sociology of Education	Core	06
EDU 07303	Educational Psychology	Core	06
EDU 07307	Education Media and Technology	Core	06
EDU 07319	Semantics in Linguistics	Core	10
EDU 07321	Literature and its Application	Core	10
EDU 07322	Variation in English	Core	10
EDU 07325	European Literature	Core	10
EDU 07326	Riwaya ya Kiswahili	Core	10
EDU 07328	Tamthilia ya Kiswahili	Core	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			78

Semester Four

Module Code	Module Name	Module Type	Credits
EDU 07404	Guidance and Counselling and Special Needs Education	Core	05
EDU 07405	Curriculum Development and Teaching	Core	05
EDU 07406	Educational Research	Core	06
EDU 07415	African Literature	Core	08
EDU 07416	Applied Linguistics	Core	08
EDU 07417	English Language Skills/Practice	Core	08
EDU 07427	Fasihi Simulizi ya Kiswahili	Core	08
EDU 07430	Teaching practice II	Core	10
EDU 07428	Ushairi wa Kiswahili	Core	08
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			66

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

a) Objectives of a Programme

- i) To train competent teachers for Ordinary and Advanced Level Secondary Schools and Grade IIIA and Diploma Teachers Training Colleges.
- ii) To prepare students to understand the fundamentals and concepts of education, types, traditional and modern education.
- iii) To introduce students to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iv) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- v) To avail to students various approaches of language skills acquisition and how they can be applied to teaching and learning.
- vi) To analyse Kiswahili and English languages syllabi, and designs and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.
- vii) To equip students with knowledge and fundamental skills in Kiswahili and English subjects in order to help them develop a more positive attitude and readiness towards teaching Kiswahili and English in Secondary Schools and Teachers' Colleges.

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 08116	Development of English Language	Core	10
EDU 08117	Modern Literary Theories	Core	10
EDU 08119	Sintaksia ya Kiswahili	Core	10

EDU 08122	Gender Issues in Education (Optional)	Fundamental	06
EDU 08124	Entrepreneurship Education (Optional)	Fundamental	06
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			69
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 08220	Fasihi Simulizi ya Kiswahili	Core	10
EDU 08228	African Women Writer	Core	10
EDU 08221	General Skills in Kiswahili Literature and Criticism	Core	10
EDU 08223	Environmental Education (Optional)	Fundamental	06
EDU 08225	Population and Family Life Education (Optional)	Fundamental	06
EDU 08226	Semantiki na Pragmatiki ya Kiswahili	Core	10
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			66

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

a) Objectives of the programme

- i) To train competent teachers for Ordinary and Advanced Levels Secondary Schools and Grade IIIA and Diploma Teachers Training Colleges
- ii) To prepare students to understand fundamentals and concepts of traditional and modern education.
- iii) To introduce students to fundamental concepts and principles of measurement, monitoring, assessment and evaluation of educational attainment.
- iv) To analyse different syllabi and design and develop teaching and learning materials relevant and appropriate

to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.

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

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
EDU 07101	Principles of Education	Core	06
ESU 07101	Information Communication Technology	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
EDU 07131	Concepts and Perspectives in historical scholarship	Core	10
EDU 07135	Themes in African History	Core	10
EDU 07139	Geomorphology and Geomorphic Processes	Core	10
EDU 07141	Climatology and Water Resources	Core	10
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			65

Semester Two			
Module Code	Module Name	Module Type	Credits
PSU 07204	Development Studies	Fundamental	09
EDU 07210	Teaching Practice I	Core	10
EDU 07232	World History up to 1500 AD	Core	10
EDU 07233	Capitalism and Imperialism in World History	Core	10
EDU 07240	Spatial Organization	Core	10
EDU 07243	Soil Resources and Biogeography	Core	10
EDU 07246	History Facilitation Methods	Core	05
EDU 07247	Geography Facilitation Methods	Core	05

PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			69

Semester Three			
Module Code	Module Name	Module Type	Credits
EDU 07302	Sociology of Education	Core	06
EDU 07303	Educational Psychology	Core	06
EDU 07307	Education media and Technology	Core	06
EDU 07334	Philosophies and Methodologies of History	Core	06
EDU 07336	Neo-Colonialism and Revolutionary Movements	Core	06
EDU 07342	Geographic Techniques	Core	10
EDU 07344	Quantitative Research Techniques in Geography	Core	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			50

Semester Four			
Module Code	Module Name	Module Type	Credits
EDU 07404	Guidance and Counselling and Special Needs Education	Core	05
EDU 07405	Curriculum Development and Teaching	Core	05
EDU 07406	Educational Research	Core	06
EDU 07430	Teaching Practice II	Core	10
EDU 07437	World History Since the Middle Ages	Core	10
EDU 07438	World History of Science and Technology	Core	10
EDU 07445	Urban Systems	Core	10
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			56

11.2.4. Bachelor Degree of Education in Geography and History (BD.EGH) NTA Level 8
a) Objectives of the programme

- i) To train competent teachers for Ordinary and Advanced Levels Secondary Schools, Grade IIIA and Diploma Teachers Training Colleges.
- ii) To prepare students to understand the fundamentals and concepts of traditional and modern education.
- iii) To introduce students to fundamental concepts and principles of measurement, monitoring, assessment and evaluation of educational attainment.
- iv) To analyse different syllabi and design and develop teaching and learning materials relevant and appropriate to various topics and to specific levels of both Secondary Schools and Teachers' Colleges.
- v) To equip students with knowledge and fundamental skills in History and Geography subjects and to help them develop a more positive attitude and readiness towards teaching History and Geography in Secondary Schools and Teachers' Colleges.

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	10
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	06
EDU 08115	Remote Sensing and GIS	Core	06
EDU 08122	Gender Issues in Education (Optional)	Fundamental	06
EDU 08124	Entrepreneurship Education (Optional)	Fundamental	06
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			60

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 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	06
EDU 08213	Regional Planning in Tanzania	Core	06
EDU 08223	Environmental Education (Optional)	Fundamental	06
EDU 08225	Population and Family Life Education (Optional)	Fundamental	06
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			56

11.2.5. Higher Diploma of Education in History and English Language (HD.EHE) NTA Level 7

a) Objectives of the Programme

- i) To prepare graduates to understand the fundamentals and concepts of education, types, traditional and modern education.
- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 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	06
ESU 07101	Information Communication Technology	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
EDU 07131	Concepts and Perspectives in historical scholarship	Core	10
EDU 07135	Themes in African History	Core	10
EDU 07114	Study of Language	Core	08
EDU 07120	English Phonology	Core	08
EDU 07124	Foundations of Language and Literature	Core	08
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			69

Semester Two			
Module Code	Module Name	Module Type	Credits
PSU 07204	Development Studies	Fundamental	09
EDU 07210	Teaching Practice I	Core	10
EDU 07211	Origin and Development of Literature	Core	08
EDU 07232	World History up to 1500 AD	Core	10
EDU 07233	Capitalism and Imperialism in World History	Core	10
EDU 07208	English Language Facilitation Methods	Core	05
EDU 07217	English Structure	Core	08
EDU 07246	History Facilitation Methods	Core	05
EDU 07247	Geography Facilitation Methods	Core	05
EDU 07218	English Morphology	Core	08
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			78

Semester Three			
Module Code	Module Name	Module Type	Credits
EDU 07302	Sociology of Education	Core	06

EDU 07303	Educational Psychology	Core	06
EDU 07307	Education media and Technology	Core	06
EDU 07334	Philosophies and Methodologies of History	Core	06
EDU 07336	Neo-Colonialism and Revolutionary Movements	Core	06
EDU 07322	Variation in English	Core	10
EDU 07319	English Semantics	Core	10
EDU 07321	Literature and its Application	Core	10
EDU 07325	European Literature	Core	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			70
Semester Four			
Module Code	Module Name	Module Type	Credits
EDU 07404	Guidance and Counselling and Special Needs Education	Core	05
EDU 07405	Curriculum Development and Teaching	Core	05
EDU 07406	Educational Research	Core	06
EDU 07430	Teaching Practice II	Core	10
EDU 07437	World History Since the Middle Ages	Core	10
EDU 07438	World History of Science and Technology	Core	10
EDU 07415	African Literature	Core	08
EDU 07416	Applied Linguistics	Core	08
EDU 07417	English Language Skills/Practice	Core	08
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			70

11.2.6. Bachelor Degree of Education in History and English Language (BD.EHE) NTA Level 8

a) Objectives of the programme

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

- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 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 08101	Philosophy of Education	Core	07
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	07
EDU 08104	Human Development and School Learning	Core	10
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	Development of English Language	Core	10
EDU 08117	Modern literary Theories	Core	10
EDU 08122	Gender Issues in Education (Optional)	Fundamental	06
EDU 08124	Entrepreneurship Education (Optional)	Fundamental	06
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			68



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 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	10
EDU 08228	African Women Writer	Core	10
EDU 08223	Environmental Education (Optional)	Fundamental	06
EDU 08225	Population and Family Life Education (Optional)	Fundamental	06
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			64

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

a) Objectives of the programme:

- i) To prepare graduates to understand the fundamentals and concepts of education, types, traditional and modern education.
- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 History and Kiswahili Language subjects, to help them develop a more positive attitude and readiness towards teaching History and Kiswahili 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	06
ESU 07101	Introduction to Computer Application	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
EDU 07131	Concepts and Perspectives in Historical Scholarship	Core	10
EDU 07135	Themes in African History	Core	10
EDU 07123	Utangulizi wa Fasihi ya Kiswahili	Core	11
EDU 07125	Utangulizi wa Lugha na Isimu	Core	11
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			67
Semester Two			
Module Code	Module Name	Module Type	Credits
EDU 07209	Kiswahili-Mbinu	Core	05
EDU 07210	Teaching Practice I	Core	10
PSU 07204	Development Studies	Fundamental	09
EDU 07246	History Facilitation Methods	Core	05
EDU 07225	Nadharia ya Fasihi na Uhakiki	Core	11
EDU 07231	Fonolojia na Mofolojia ya Kiswahili	Core	11
EDU 07232	World History up to 1500 AD	Core	10
EDU 07233	Capitalism and Imperialism in World History	Core	10
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			71

Semester Three			
Module Code	Module Name	Module Type	Credits
EDU 07302	Sociology of Education	Core	06
EDU 07303	Educational Psychology	Core	06
EDU 07307	Education Media and Technology	Core	06
EDU 07328	Tamthiliya ya Kiswahili	Core	11
EDU 07334	Philosophies and Methodologies of History	Core	10
EDU 07336	Neo-Colonialism and Revolutionary Movements	Core	10
EDU 07326	Riwaya ya Kiswahili	Core	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			59

Semester Four			
Module Code	Module Name	Module Type	Credits
EDU 07404	Guidance and Counselling and Special Needs Education	Core	05
EDU 07405	Curriculum Development and Teaching	Core	05
EDU 07406	Educational Research	Core	06
EDU 07437	World History Since Middle Ages	Core	10
EDU 07438	World History of Science and Technology	Core	10
EDU 07427	Fasihi Simulizi ya Kiswahili	Core	10
EDU 07430	Teaching practice II	Core	10
EDU 07431	Ushairi wa Kiswahili	Core	10
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			66

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

a) Objectives of the programme

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

- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 History and Kiswahili Language subjects, to help them develop a more positive attitude and readiness towards teaching History and Kiswahili Language in Secondary Schools and Teachers' Colleges.

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 08119	Sintaksia ya Kiswahili	Core	10
EDU 08122	Gender Issues in Education (Optional)	Fundamental	06
EDU 08124	Entrepreneurship Education (Optional)	Fundamental	06
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			67

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 08209	History of West Africa	Core	06
EDU 08210	History of South Africa	Core	06
EDU 08211	History of Central Africa	Core	06
EDU 08223	Environmental Education (Optional)	Fundamental	06
EDU 08225	Population and Family Life Education (Optional)	Fundamental	06
EDU 08226	Semantiki na Pragmatiki ya Kiswahili	Core	10
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			68

11.2.9. Higher Diploma of Education in Geography and English Language (HD.EGE) NTA Level 7

a) Objectives of the programme

- i) To prepare graduates to understand the fundamentals and concepts of education, types, traditional and modern education.
- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 Languages 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	06
ESU 07101	Information Communication Technology	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
EDU 07114	Study of Language	Core	08
EDU 07120	English Phonology	Core	08
EDU 07124	Foundation of Language and Literature	Core	08
EDU 07139	Geomorphology and Geomorphic Processes	Core	10
EDU 07141	Climatology and Water Resources	Core	10
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			69
Semester Two			
Module Code	Module Name	Module Type	Credits
PSU 07204	Development Studies	Fundamental	09
EDU 07210	Teaching Practice I	Core	10
EDU 07211	Origin and Development of Literature	Core	06
EDU 07240	Spatial Organization	Core	10
EDU 07208	Language Facilitation Methods	Core	05
EDU 07217	English Structure	Core	08
EDU 07243	Soil Resources and Biogeography	Core	10
EDU 07247	Geography Facilitation Methods	Core	05
EDU 07218	English Morphology	Core	08
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			71
Semester Three			
Module Code	Module Name	Module Type	Credits
EDU 07302	Sociology of Education	Core	06
EDU 07303	Educational Psychology	Core	06

EDU 07307	Education media and Technology	Core	06
EDU 07321	Literature and its Application	Core	10
EDU 07322	Variations in English	Core	10
EDU 07325	European Literature	Core	10
EDU 07342	Geographic Techniques	Core	10
EDU 07344	Quantitative Research Techniques in Geography	Core	10
EDU 07319	English Semantics	Core	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			78

Semester Four			
Module Code	Module Name	Module Type	Credits
EDU 07404	Guidance and Counselling and Special Needs Education	Core	05
EDU 07405	Curriculum Development and Teaching	Core	05
EDU 07406	Educational Research	Core	06
EDU 07430	Teaching Practice II	Core	10
EDU 07415	African Literature	Core	08
EDU 07445	Urban Systems	Core	10
EDU 07416	Applied Linguistics	Core	08
EDU 07417	English Language Skills/Practice	Core	08
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			60

11.2.10. Bachelor Degree of Education in Geography and English Language (BD.EGE) NTA Level 8

a) Objectives of the programme

- i) To prepare graduates to understand the fundamentals and concepts of education, types, traditional and modern education.
- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.

- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 08101	Philosophy of Education	Core	07
EDU 08102	Educational Measurements, Evaluation and Statistics	Core	07
EDU 08104	Human Development and School Learning	Core	10
EDU 08114	Natural Resource Management	Core	06
EDU 08115	Remote Sensing and GIS	Core	06
EDU 08116	Development of English Language	Core	10
EDU 08117	Modern Literary Theories	Core	10
EDU 08122	Gender Issues in Education (Optional)	Fundamental	06
EDU 08124	Entrepreneurship Education (Optional)	Fundamental	06
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			62

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 08212	Agricultural Systems and Food Security	Core	06
EDU 08213	Regional Planning in Tanzania	Core	06
EDU 08218	Translation Theory and Analysis	Core	10
EDU 08228	African Women Writer	Core	10
EDU 08223	Environmental Education (Optional)	Fundamental	06
EDU 08225	Population and Family Life Education (Optional)	Fundamental	06
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			58

11.2.11. Higher Diploma of Education in Geography and Kiswahili Language (HD.EGK) NTA Level 7

a) Objectives of the programme

- i) To prepare graduates to understand the fundamentals and concepts of education, types, traditional and modern education.
- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 Kiswahili languages subjects, to help them develop a more positive attitude and readiness

towards teaching Geography and Kiswahili 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	06
ESU 07101	Introduction to Computer Application	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
EDU 07139	Geomorphology and Geomorphic Process	Core	10
EDU 07141	Climatology and Water Resources	Core	10
EDU 07123	Utangulizi wa Fasihi ya Kiswahili	Core	11
EDU 07125	Utangulizi wa Lugha na Isimu	Core	11
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			67
Semester Two			
Module Code	Module Name	Module Type	Credits
EDU 07209	Kiswahili-Mbinu	Core	05
EDU 07210	Teaching Practice I	Core	10
PSU 07204	Development Studies	Fundamental	09
EDU 07247	Geography Facilitation Methods	Core	05
EDU 07225	Nadharia ya Fasihi na Uhakiki	Core	11
EDU 07231	Fonolojia na Mofolojia ya Kiswahili	Core	10
EDU 07240	Spatial Organization	Core	10
EDU 07243	Soil Resources and Biogeography	Core	10
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			70
Semester Three			
Module Code	Module Name	Module Type	Credits
EDU 07302	Sociology of Education	Core	06
EDU 07303	Educational Psychology	Core	06
EDU 07307	Education Media and Technology	Core	06
EDU 07328	Tamthiliya ya Kiswahili	Core	11
EDU 07342	Geographic Techniques	Core	10
EDU 07344	Quantitative Research Techniques in Geography	Core	10

EDU 07326	Riwaya ya Kiswahili	Core	10
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			59
Semester Four			
Module Code	Module Name	Module Type	Credits
EDU 07404	Guidance and Counselling and Special Needs Education	Core	05
EDU 07405	Curriculum Development and Teaching	Core	05
EDU 07406	Educational Research	Core	06
EDU 07445	Urban Systems	Core	10
EDU 07431	Ushairi wa Kiswahili	Core	08
EDU 07427	Fasihi Simulizi ya Kiswahili	Core	08
EDU 07430	Teaching practice II	Core	10
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			52

11.2.12. Bachelor Degree of Education in Geography and Kiswahili Language (HD.EGK) NTA Level 8

a) Objectives of the programme

- i) To prepare graduates to understand the fundamentals and concepts of education, types, traditional and modern education.
- ii) To introduce graduates to fundamental concepts and principles of educational measurements, monitoring, assessment and evaluation of educational attainment.
- iii) To enable students strengthen, elaborate and make proficiency in language skills of reading, speaking, writing and listening.
- 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 Kiswahili Language subjects, to help them develop a more positive attitude and readiness towards

teaching Geography and Kiswahili Language in Secondary Schools and Teachers' Colleges.

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	10
EDU 08114	Natural Resource Management	Core	06
EDU 08115	Remote Sensing and GIS	Core	06
EDU 08119	Sintaksia ya Kiswahili	Core	10
EDU 08122	Gender Issues in Education (Optional)	Fundamental	06
EDU 08124	Entrepreneurship Education (Optional)	Fundamental	06
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			64
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 08212	Agricultural Systems and Food Security	Core	06
EDU 08213	Regional Planning in Tanzania	Core	06
EDU 08223	Environmental Education (Optional)	Fundamental	06
EDU 08225	Population and Family Life Education (Optional)	Fundamental	06
EDU 08226	Semantiki na Pragmatiki ya Kiswahili	Core	10

PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			62

11.3. Faculty of Arts and Social Sciences

11.3.1. Technician Certificate in Social Studies (TC.SS) NTA Level 5

a) Objectives of the Programme

- i) To develop students academically and socially in order for them to be responsive 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 skills of students in social sciences and allied subjects so as to produce persons who are capable of conducting research and interpreting social sciences into the development of the society.
- iv) To prepare administrative and social workers who are competent and able to apply the knowledge and skills in the context of social transformation
- v) To prepare qualified personnel to deal with and solve problems of economic, social and political development.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
SST 05101	Introduction to Politics	Core	10
SST 05102	Colonialism in Africa	Core	09
SST 05104	Methods of Social Science Research	Core	12
SST 05107	Philosophy - (Optional)	Fundamental	10
SST 05108	Development Studies I	Fundamental	06
EST 05106	Introductory Mathematics for Economics (Optional)	Fundamental	12
EDT 05113	Communication Skills I	Fundamental	06
SST 05106	Introduction to Principles of Leadership and Ethics	Fundamental	06
Total Credits			65

Semester Two



Module Code	Module Name	Module Type	Credits
SST 05203	Principles of Management	Core	12
SST 05204	Sociology of Organization and Urban Societies	Core	10
SST 05205	Introduction to Micro Economics	Core	12
SST 05206	Statistical Skills in Social Science Research	Core	08
EST 05207	Introduction to Computer Application	Fundamental	06
SST 05209	Development Studies II	Fundamental	06
EDT 05214	Communication Skills II	Fundamental	06
SST 05207	Mass Communication (Optional)	Fundamental	08
SST 05208	Psychology (Optional)	Fundamental	08
SST 05230	Leadership, Governance and Gender	Fundamental	06
Total Credits			68

11.3.2. Ordinary Diploma in Social Studies (OD.SS) - (NTA Level 6)

a) Objectives of the Programme

- To develop students academically and socially and who are responsive to the broader needs of society.
- To equip students with the relevant tools of analysis in order to enable them to understand socio-economic and political development of Tanzania within the broader environment of international community.
- To enhance the skills of students in social sciences and allied subjects so as to produce persons who are capable of conducting research, consultancies and interpreting social sciences into the development process.
- 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
SST 06103	Macroeconomics	Fundamental	12

SST 06102	Politics, State and Power	Core	09
EST 06102	Project Planning and Management	Core	10
SST 06104	History of African Liberation	Core	09
SST 06105	Rural Sociology and Social Change	Core	09
EST 06105	Entrepreneurship and Development	Core	10
EDT 06124	Business Communication I	Fundamental	08
SST 06129	Leadership and Governance at Local Government Levels		06
Total Credits			67

Semester Two			
Module Code	Module Name	Module Type	Credits
SST 06201	Introduction to Public Administration	Core	11
SST 06204	International Relations (Optional)	Fundamental	08
SST 06206	Environmental Issues and Development	Fundamental	08
SST 06207	Workers Movement (Optional)	Fundamental	06
SST 06208	Field Work and Research Report	Core	12
SST 06209	Organizational Behaviour	Core	08
EDT 06224	Business Communication II	Fundamental	08
SST 06230	Ethics in Leadership	Fundamental	06
Total Credits			61

11.3.3. 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
PSU 07101	Introduction to Politics	Core	12
ESU 07102	Microeconomics	Fundamental	12
PSU 07110	Introduction to Sociology	Core	09
PSU 07111	Introduction to Psychology	Core	10
ESU 07101	Computer Application	Fundamental	09
ESU 07103	Mathematics for Economists (Optional)	Fundamental	12
ESU 07105	Major Issues in Economic Development (Optional)	Fundamental	09
EDU 07112	Communication Skills	Fundamental	10
PSU 07129	Leadership for Management Success	Fundamental	06
Total Credits			71
Semester Two			
Module Code	Module Name	Module Type	Credits
PSU 07201	Principles of Management	Core	14
PSU 07202	Human Resources Management	Core	14
PSU 07204	Development Studies	Fundamental	09
PSU 07205	Human Rights I	Core	05
PSU 07208	Youth Delinquency (Optional)	Fundamental	05
GDU 07206	Gender Theoretical Analysis (Optional)	Fundamental	05
PSU 07230	Ethics and Leadership	Fundamental	06
Total Credits			47
Semester Three			
Module Code	Module Name	Module Type	Credits
PSU 07305	Methods of Social Science Research I	Core	14
PSU 07311	Political Parties	Core	09
ESU 07308	Macroeconomics	Fundamental	12
ESU 07311	Public Finance Theory	Fundamental	12
EDU 07327	Business Communication	Fundamental	11
PSU 07319	Leadership and National Consolidation	Fundamental	06
Total Credits			58

Semester Four			
Module Code	Module Name	Module Type	Credits
PSU 07407	Methods of Social Science Research II	Core	14
PSU 07406	Human Rights II	Core	05
PSU 07412	Public Administration	Core	14
PSU 07413	African World History: Pre-Colonial Period	Core	12
ESU 07414	Introduction to Data Base Management	Fundamental	10
ESU 07415	Project Planning and Management	Core	12
PSU 07404	Introduction to Youth Behaviour and Youth Problems (Optional)	Fundamental	09
GDU 07405	Gender Construction and Gender Needs (Optional)	Fundamental	05
PSU 07430	Leadership and Motivation	Fundamental	06
Total Credits			72

11.3.4. 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

PSU 08101	Social Policy and Social Planning	Core	08
PSU 08102	Social Change and Development	Core	10
PSU 08103	Local Governance	Core	08
PSU 08104	Administrative Law	Fundamental	10
PSU 08105	Africa in World History: From Colonialism and After	Fundamental	08
PSU 08106	Field attachment	Fundamental	10
PSU 08107	Democratic Theory and Practice	Core	05
PSU 08129	Leadership and Change Management	Fundamental	06
Total Credits			59

Semester Two			
Module Code	Module Name	Module Type	Credits
ESU 08201	Environmental Issues and Development	Fundamental	11
PSU 08203	International Standards on Promoting Women and Gender Equality	Fundamental	08
PSU 08209	Leadership and Development	Core	08
PSU 08208	Public Policy	Core	10
PSU 08210	Dissertation	Core	14
PSU 08205	Principles of Natural Justice (Optional)	Fundamental	11
ESU 08205	Demography (Optional)	Fundamental	11
GDU 08205	Introduction to Guidance and Counselling	Fundamental	05
PSU 08230	Leadership, Ethics and Development	Optional	08
Total Credits			67

11.3.5. 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
SST 04129	Elements of Leadership and Ethics	Fundamental	06
Total Credits			68

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
SST 04230	Basics in patriotism in leadership practices	Fundamental	06
Total Credits			64

11.3.6. 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

11.3.7. 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

11.3.8. 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 the application of knowledge and skills in operational in 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
SST 04102	Basic Records Management	Core	10
SST 04103	Introduction to Descriptive Cataloguing	Core	12
GST 04101	Basic Communication Skills	Fundamental	09
SST 04104	Elements of Archives Administration	Fundamental	06
EST 04104	Basic Computer Applications	Fundamental	09
SST 04129	Elements of Leadership and Ethics	Fundamental	06
Total Credits			46
Semester Two			
Module Code	Module Name	Module Type	Credits
SST 04208	Fundamentals of Reference Services	Core	11
SST 04210	Foundation of Library and Information Services	Core	12
SST 04211	Children and Youth information Services	Core	12
SST 04209	Basic of e-Commerce and Internet	Core	09
SST 04212	Field Practical Training	Core	06
SST 04207	Basics of Classifications	Fundamental	06
SST 04230	Basics in patriotism in leadership practices	Fundamental	06
Total Credits			56

11.3.9. 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 the 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 the application of leadership and development issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
SST 05103	Cataloguing Principles	Core	10
SST 05125	Packaging of Information	Fundamental	12
SST 05126	Information Literacy	Fundamental	09
EDT 05101	Basic Communication Skills I	Fundamental	06
SST 05105	Information Communication Technology	Fundamental	09
SST 05108	Development Studies I	Fundamental	06
SST 05106	Introduction to Principles of Leadership and Ethics	Fundamental	06
Total Credits			52
Semester Two			
Module Code	Module Name	Module Type	Credits
SST 05216	Principles of Classification	Core	11
SST 05210	Database and Data Security	Core	09
SST 05218	Conservation and Preservation of Library Resources	Core	10
SST 05233	Provisional of Information Services to Specialized Users	Core	09
EDT 05213	Communication Skills II	Fundamental	06
SST 05214	Development Studies II	Fundamental	08
SST 05215	Field Practical Training	Core	10
SST 05217	Methods of Social Science Research	Fundamental	08
SST 05230	Leadership, Governance and Gender	Fundamental	06

Total Credits	71
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11.3.10. 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 the 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 the application of leadership and development issues with substantial personal responsibilities.

b) Programme Modules

Semester One			
Module Code	Module Name	Module Type	Credits
SST 06137	Information and Reference services	Core	10
SST 06136	Information Society	Fundamental	08
GST 06104	Library Building Design and Layout	Fundamental	08
GST 06105	Management Information System	Fundamental	08
SST 06140	Bibliographic Control	Fundamental	09
EST 06105	Entrepreneurship and Development	Fundamental	10
SST 06129	Leadership and Governance at Local Government Levels		06
Total Credits			53
Semester Two			
Module Code	Module Name	Module Type	Credits
LIT 06207	Information Resource Centre Automation	Core	13
SST 06248	Electronic Commerce and Consumers	Core	12
LIT 06209	Marketing of Information Resources and Services	Core	11
LIT 06210	Indexing and Abstracting	Core	13



GST 06211	Basics of Customers Care Services	Fundamental	08
GST 06212	Field Work and Research Report	Fundamental	06
SST 06230	Ethics in Leadership	Fundamental	06
Total Credits			63



11.4. Taylor Made Courses

11.4.1. Entry Qualification and the modules to be offered will depend on the respective course.

11.5. Kibweta Cha Mwalimu Nyerere on Leadership and Ethics Studies (Centre for Leadership and Ethics Studies)

11.5.1. 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 (KAS) which was established on 29th July, 1961. It has a history of being the only institution which has sustainably maintained a track record of building capacity of public leaders to practice ethical leadership, particularly during the error of one-party system of national leadership and governance. 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 trends of public outcries on dominating unethical leadership and governance along time horizon. Based on her obligation of contributing 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.

11.5.2. Leadership Ethics and Governance Training Programme

The Mwalimu Nyerere Memorial Academy, at her Kivukoni Campus; through the "Kibweta cha Mwalimu Nyerere, is 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 goal of the Kibweta cha Mwalimu Nyerere on Leadership and Ethics Studies is to impart leadership ethics and governance knowledge, skills and wider attributes to public and private sectors' 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.

11.5.3. 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 theoretical and practical understanding of leadership, ethics and governance theories, principles and models, and consequently apply them at work places.
- 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.

11.5.4. Training Programme Clusters

The training programme will be divided into four clusters. In order to attain effective and therefore professionally acceptable competitiveness in practicing in manners that reflects the intended leadership, ethics and governance practices for each cluster. Participants will be required to effectively participate into 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:

11.5.4.1. 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

11.5.4.2. 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.

11.5.4.3. 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.

11.5.4.4. 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.

11.5.4.5. 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 the Private sector institutions are advised to planning for their leaders at diverse levels to participate into this valuable training programme so as to enhance their capacity to practice in manners that meet the emerging needs of the wider part of stakeholders on sustainable basis.

11.5.4.6. Periods of the Training Programme

The training will be run for a period of one week. A Certificate will be provided upon completion of the whole course.

11.5.4.7. Training Sessions

Tentative time table show that the training programme is planned to start at 09.00 am to 01.00 P.M during working days (Monday to Friday) in 2021/2022. The morning session is preferred because it is most likely to facilitate reasonable time for assimilation of the acquired knowledge and skills, so as to lay strong base for the next cluster training and consequently complete training programme.

11.6. 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 Confucius Institute in China has been offering Chinese language courses in the main campus of Kivukoni.

Since the introduction of 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 Confucius Institute, including the MNMA. For example, to-date, more than 600 Tanzanians have been taught Chinese language. Currently, there are about 8000 Chinese language graduates at the CI employed in China companies here in Tanzania. It is therefore clear that, due to the growing economic ties between China and Tanzania, the demand for Tanzanians to learn Chinese language for the purpose of creating more opportunities is increasing.

11.6.1. 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 in the process of introducing diploma and bachelor degree courses in Chinese language towards preparing Tanzanians to learn, teach and share cultural values as well as enhancing innovation and technology acquisition. The bachelor programme is expected to commence after the approval from The National Council of Technical Education (NACTE).

11.6.2. The General Goal of Chinese Programme

The main aim of Chinese Programme at the Academy is to enable students and the communities as a whole understand the importance of Chinese language in forging economic, educational, technological and cultural ties between the two countries of China and Tanzania.

11.6.3. Specific Objectives of the Chinese Language Programme

- i. To train students Chinese language in order to equip them towards working, teaching or trading in either of the countries basing 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.

11.6.4. Basic Technician Certificate(s) NTA Level 4

a) Module Objectives

- i. To attract learners' interest in learning Chinese language.
- ii. To enable students understand "Greetings" and "basic communication with other colleagues".
- iii. To enable students 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

11.6.5. Technician Certificate(s) NTA Level 5

a) Module Objectives

- i. To attract learners' interest in learning Chinese language.
- ii. To enable students 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 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

11.6.6. Ordinary Diploma - NTA Level 6

a) Module Objectives

- To attract learners' interest in learning Chinese language.
- To enable students understand "Greetings" and "basic communication with other colleagues". To enable students understand about 500 new words and fundamentals of Chinese grammar.
- To improve the ability of the learner to use Chinese for communication.
- 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	6
Semester two			
Module Code	Module Name	Module Type	Credits
CL 00202	Chinese Language Level 2	Elective	6

11.6.7. Higher Diploma NTA Level 7

a) Module Objectives

- To attract learners' interest in learning Chinese language.
- To enable students understand "Greetings" and "basic communication with other colleagues". To enable students understand about 500 new words and fundamentals of Chinese grammar.
- To improve the ability of the learner to use Chinese for communication.
- 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	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

11.6.8. Bachelor Degree NTA Level 8

a) Module Objectives

- i) To enable students read short stories on topics relating to university life, Chinese festivals, Chinese paintings, and travelling.
- ii) To enable students 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 translate short stories or pieces of 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 use Chinese grammar and vocabulary appropriately into writing.
- xi) To enable students 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

12. MODULE ASSESSMENT AND EVALUATION

12.1. Assessment Procedures

- a) Students shall be assessed in every module through coursework and end of semester examination. For Ordinary Diploma programme, 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 Economic Development, Library and Information Management, Gender Issues and Development, Social Studies, Human Resources 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 on 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, 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 on 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 Economic Development, Library and Information Management, Gender Issues and Development, Social Studies, Human Resources 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 on 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 mark for continuous assessment on 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.

12.2. 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.

12.2.1. 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 would be the minimum pass grade while grade D and F shall be regarded as fail.

12.2.2. 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.

12.2.3. 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.

12.2.4. 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:

- The letter grades obtained shall be converted into "points" as stipulated under Regulations 12.2.1 to 12.2.3.
- 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 14.0 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:

$$GPA = \frac{\sum (P \times N)}{\sum N}$$

Where:

Σ = Summation symbol;

P = Grade Point assigned to a letter grade scored in the module;

N = Number of credits associated with the respective module

12.3. Classification of Awards

Basing on the GPA calculated in Regulation 12.2.4, the classification of award at a particular NTA Level shall be as follows:

a) NTA Levels 4 and 5

CLASS OF AWARD	CUMMULATIVE 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	CUMMULATIVE 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.

12.4. 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.

On the other hand, 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.

13. POSTGRADUATE PROGRAMMES OFFERED BY THE ACADEMY AT KIVUKONI CAMPUS

13.1. Admission Procedures

13.1.1. General Information

All enquiries about admission 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>

13.1.2. Admission Terms

- i) Candidate admitted to MNMA has to understand that in accepting the 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.

13.1.3. 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 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 problem.
- 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) to his/her supervisor who shall forward to the Postgraduate Head of Department.
- l) Students who intend to do Master's by Coursework and Dissertation 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.

13.1.4. 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) 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 for full-time.
- c) Under very special circumstances, the Directorate of postgraduate studies 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 16.5.

13.1.5. 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.

13.1.6. Maximum Period of Registration

- i. The maximum period of registration for a Master degree shall be three years for full-time students.
- ii. A candidate who fails to complete his/her Master programme within the maximum period of registration shall be discontinued from studies.

13.1.7. 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.

13.2. Admission Requirements into Master's degree in Human Resources Management

The entry qualifications for a student to be admitted in this programme are as follows:

- a) A candidate for admission into the Master's degree in Human Resources 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.

- b) 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.
- c) 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.

13.3. Programme Objectives

13.3.1. 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.

13.3.2. 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 resources workers who are competent in the application of knowledge, skills and attitudes in operational areas.

13.4. 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 Resources 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 Resources 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 Resources Development (Optional)	Optional	7
Total Credits			85

Semester Three			
Module Code	Module Name	Module Type	Credits
SHG 09301	Dissertation	Core	36
Total Credits			36

13.5. Module Assessment and Evaluation for Master's Degree

13.5.1. 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 13.1 and 13.2 provides pass mark for continuous assessment for different programmes.

Table 13.1: 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 13.2 provides the minimum pass mark in each module for different programmes.

Table 13.2: 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 and C and 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 supplementary examination if he/she fulfils the conditions for supplementary

examinations as stipulated under section 13.5 (v) of these regulations.

13.5.2. 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

13.5.3. 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:

- The letter grades obtained shall be converted into “points” as stipulated under Regulations 13.5.2.
- 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 18.0 of this prospectus.
- To get the score for the module, the points in (i) shall be multiplied by the module credits in (ii).
- The total score for the programme shall be the sum of scores for all modules taken as calculated in (iii).
- 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:

Σ = Summation symbol;

P= Grade Point assigned to a letter grade scored in the module;

N= Number of credits associated with the respective module.

13.5.4. Classification of Awards

Basing on the GPA calculated in Regulation 13.5.3, the classification of award at a particular NTA Level shall be as follows

NTA Levels 9

CLASS OF AWARD	CUMMULATIVE GPA
First Class	4.4 - 5.0
Upper Second Class	3.5 - 4.3
Lower Second Class	2.7 - 3.4

13.5.5. 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:

- A student must pass all modules as set forth in the curriculum with a minimum pass mark of "B".
- Students must fulfil all other requirements as prescribed by the Academy's rules.
- Students must have paid all the fees, deposits and outstanding charges.

- iv) 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.

13.5.6. Issue of Academic Transcripts

The Academy may issue academic transcripts at a 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.

13.5.7. 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 a sworn 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.

13.5.8. 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.

14. STUDENTS' WELFARE, RULES AND REGULATIONS

14.1. The Dean of Students

The Dean of Students is responsible for general administration of students' welfare, accommodation, discipline, social services, and cultural, recreational, sports and religious activities.

14.2. 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.

14.3. Students' Government

14.3.1. 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.

14.3.2. 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.

14.4. 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.

14.5. Residence

i) **Accommodation**

Accommodation is not guaranteed to everyone as the Academy has very limited 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.

14.6. Maternity

- i) Pregnancy will not be considered as an illness unless otherwise reversed by a medical practitioner. Any 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.

14.7. 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 to shall be submitted the Principal.
- v) Permission to travel outside the country shall be obtained from the Rector.

14.8. 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.

14.9. 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.

14.10. 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.

14.11. Health Services

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.

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.

Payments of medical Insurance are part and parcel of student registration.

14.12. 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.



15. 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 Sessions
- v. Selective Dissemination of Information and
- vi. Literature search services e.g. Search for a specific journal title from subscribed data base

15.1. 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

15.2. 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.

15.3. 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.

15.4. 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.



16. INTERNAL ORGANS OF THE ACADEMY

16.1. The Governing Board

16.1.1. Members

Refer to Section No. 2 of this Prospectus for the details.

16.1.2. 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.

16.2. Academic Committee

16.2.1. Members

- a) The Rector, who shall be the Chairperson
- b) The Deputy Rector (Administration)
- c) Principal – Karume Campus Zanzibar
- d) Head – Pemba Branch
- e) Deputy Principal - Karume Campus Zanzibar
- f) Registrar - Karume Campus Zanzibar
- g) Coordinator of Postgraduate Studies
- h) Coordinator of Undergraduate Studies
- i) Deans of Faculties
- j) Heads of Academic Departments
- k) Two representatives from the Students Organisation
- l) Head of Library
- m) Head of Department – Research and Publications

- n) One representative from the Faculty/College of Social Sciences of an accredited University
- o) One representative from the Ministry responsible for Technical Education
- p) The Quality Assurance Officer
- q) Coordinator of Teaching Practice Unit
- r) Coordinator of Practical Training Unit
- s) The Examinations Officer
- t) Admissions Officer
- u) Faculties Admission Officers
- v) Faculties Examination Officers
- w) Head of Legal Unit
- x) Head of ICT – Technical Department
- y) Dean of Students
- z) The Deputy Rector (Academic) - who shall be the Secretary to the Committee.

16.2.2. 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.

16.3. Heads of Academic Departments Committee

16.3.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Coordinator of Postgraduate Studies
- e) Coordinator of Undergraduate Studies
- f) Deans of Faculties
- g) Heads of Academic Departments
- h) Head of ICT Unit
- i) Quality Assurance Officer
- j) Examinations Officer
- k) Admissions Officer
- l) Secretary - To be appointed amongst Heads of Academic Departments

16.3.2. Duties

- a) To prepare and review curricula and make recommendations to Academic Committee.
- b) To consider recommendations made by departmental meetings.
- c) To propose on matters related to academic affairs.
- d) To recommend names of external examiners to the Academic Committee for approval.
- e) To perform any other duties as may be assigned by the Rector or any higher organ.

16.4. Admissions Committee

16.4.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Coordinator of Postgraduate Studies
- e) Coordinator of Undergraduate Studies
- f) Deans of Faculties
- g) Heads of Academic Departments
- h) Examinations Officer
- i) Quality Assurance Officer
- j) Dean of Students
- k) Admissions Officer - Secretary

16.4.2. Duties

- a) To scrutinize the applications for admission and make provisional selection of qualified candidates.
- b) To submit proposal of the provisionally selected candidates to the Academic Committee for approval.
- c) To scrutinize and revise the qualifications and procedures of students' admission and make recommendations to the Academic Committee.

16.5. Examiners' Committee

16.5.1. Members

- a) Deputy Rector (Academic) - Chairperson
- b) Deputy Rector (Administration)
- c) Coordinator of Postgraduate Studies
- d) Coordinator of Undergraduate Studies
- e) Deans of Faculties
- f) Heads of Academic Departments
- g) Admissions Officer
- h) Quality Assurance Officer
- i) Dean of Students
- j) Two Representatives from MASO
- k) Examinations Officer - Secretary

16.5.2. Duties

- a) To receive and review examination results
- b) To recommend candidates who have successfully passed examinations to be awarded their degree, diploma, certificate or other award of the Academy.
- c) To submit examination results to the Academic Committee.
- d) To administer the implementation of examination procedures and regulations.
- e) To see to it that the examinations time table is implemented accordingly from setting of examinations to releasing of examination results.
- f) To make sure that examinations are conducted efficiently without any irregularities such as possession of unauthorised materials, dishonesty or infringement of procedures and regulations.
- g) To deal with all problems pertaining the examinations.
- h) To submit recommendations to the Rector and finally to the Academic Committee in respect of those who have been involved in examination irregularities.

16.6. Academic Departmental Meetings

16.6.1. Members

- a) Head of Department - Chairperson
- b) All Departmental Academic Staff
- c) Secretary - To be appointed amongst members of staff.

16.6.2. Duties

- a) To review and make recommendations in respect of training, research and consultancy services to the Heads of Departments Committee.
- b) To make recommendations to the Heads of Academic Departments Committee on any matters pertaining to the departments.
- c) To do any other act or thing as it may be empowered to do by the Rector or any higher authority.

16.7. Departmental Examinations' Committee

16.7.1. Members

- a) Head of Department - Chairperson
- b) All Departmental Academic Staff
- c) Departmental External Examiners
- d) Departmental Examination Coordinator(s) - Secretary

16.7.2. Duties

- a) To assess and administer the implementation of examination procedures and regulations.
- b) To review and approve Departmental examination results and submit them to the Academy's Examiners Committee.
- c) To deal with all problems pertaining to the examinations and make appropriate recommendations to Examinations Committee.

16.8. Research and Consultancy Committee

16.8.1. Members

- a) Deputy Rector (Academic) - Chairperson
- b) Deans of Faculties (Kivukoni)
- c) Heads of Academic Departments (Karume)
- d) Coordinator of Postgraduate Studies
- e) Coordinator of Undergraduate Studies
- f) Head of Library Department
- g) Quality Assurance Officer
- h) Head of Research and Consultancy Department - Secretary

16.8.2. Duties

- a) To monitor and regulate the activities of the Research and Consultancy Department.
- b) To recommend research and consultancy policies for approval by the Governing Board.
- c) To review and approve research proposals and reports,
- d) To solicit and manage Research funds
- e) To appoint research supervisors.
- f) To suggest rates for consultancy services.

16.9. Practical Training (Teaching Practice and Field Attachment) Committee

16.9.1. Members

- (b) Deputy Rector (Academic) - Chairperson
- (c) Coordinator of Undergraduate Studies
- (d) Coordinator of Postgraduate Studies
- (e) Deans of Faculties
- (f) Heads of Academic Departments
- (g) Examinations Officer
- (h) Admissions Officer
- (i) Quality Assurance Officer
- (j) Dean of Students
- (k) Coordinator of Teaching Practice (TP) - Secretary
- (l) Coordinator of field attachment (FAT) - Secretary

16.9.2. 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;

16.10. Appointments Committee (Junior and Middle Staff)

16.10.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Secretary of Heads of Academic Departments Committee
- e) One member from Workers' Council representing administrative staff.
- f) Chairman of Workers' Union
- g) Quality Assurance Officer
- h) Head of Human Resource Management and Administration - Secretary

16.10.2. 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 a respective staff.

16.11. Academic Staff Promotion Committee

16.11.1. Members

- a) Deputy Rector (Academic) - Chairperson
- b) Deputy Rector (Administration)
- c) Principal - Karume Campus Zanzibar
- d) Deputy Principal - Karume Campus Zanzibar
- e) Registrar - Karume Campus Zanzibar
- f) Deans of Faculties
- g) Chairman of the Academic Staff Assembly
- h) Chairman of Workers' Union
- i) Quality Assurance Officer
- j) Head Research and Consultancy Department
- k) Head of Human Resource Management and Administration Department - Secretary

16.11.2. 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.

16.12. Executive Committee of Workers' Council

16.12.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Bursar
- e) Chief Internal Auditor
- f) The Academy's Legal Counsel
- g) Members appointed by Workers' Council
- h) Representatives from Trade Unions
- i) Representatives from two directorates of the Academy
- j) Representative from Karume Campus Zanzibar
- k) Representative from the Academic Staff Assembly (MNMASA)
- l) Representative from the Students' Government (MASO)
- m) Legal Officer - Secretary

16.12.2. Duties

- i) To discuss revenue and expenditure budget before it is presented to the Workers' Council.
- ii) To discuss manpower training programmes.
- iii) To advise the Rector on daily activities of the Academy.
- iv) To advise the Management on execution of Administrative Policy as recommended by Workers' Council and approved by the Governing Board.
- v) To advise the Rector as a Chief Executive Officer of the Academy.

16.13. Workers' Council

16.13.1. Members

- a) Rector- Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Bursar
- e) Chief Internal Auditor
- f) The Academy's Legal Counsel
- g) Representative of Heads of Academic Departments

- h) Principal - Karume Campus Zanzibar
- i) Five members from the Trade Union
- j) Representative from the Students' Government (MASO)
- k) Representative from the Academic Staff Assembly (MNMASA)
- l) Secretary of Trade Union.
- m) Ten (10) 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.
 - ii) Four (4) members nominated from the Directorate of Finance, Planning and Administration.
 - iii) Two (2) member nominated from Karume Campus Zanzibar.

16.13.2. 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 workers 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.

16.14. Students' Welfare and Disciplinary Committee

16.14.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) The Academy's Legal Counsel
- e) Heads of Academic Departments
- f) Two representatives of MASO
- g) Dean of Students – Secretary

16.14.2. Duties

- i) To enforce institutional rules and regulations (by Laws)
- ii) To handle all disciplinary matters as far as the students are concerned
- iii) To receive and work on all complaints or conflicts reported
- iv) To provide counselling, mediations reconciliation among parties

- v) To be responsible for reporting and forwarding disciplinary matters to the students Appeals Disciplinary Committee of the Governing Board.

16.15. Quality Management Committee

16.15.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Deans of Faculties (for Kivukoni Campus)
- e) Heads of Academic Departments (for Karume Campus)
- f) Examinations Officer
- g) Admissions Officer
- h) Head of Library and Publications Department
- i) Head of Research and Consultancy Department
- j) Dean of Students
- k) Quality Assurance Officer - Secretary

16.15.2. Duties

- i) To ensure that the Academy has effective academic quality policies and standards.
- ii) To establish indicators of effective education and training provision against which the academy evaluates its achievements.
- iii) To see to it the effective systems ensuring that the quality policies of the Academy are applied throughout the organisation.

16.16. Corporate Planning, Monitoring and Evaluation Committee

16.16.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deans of Faculties
- d) Heads of Departments and Units
- e) Deputy Rector (Administration) - Secretary.

16.16.2. Duties

- i) To ensure effective and efficient implementation of the Corporate Plan of the Academy.
- ii) To monitor progress and assess outcomes compared to the original objectives and expectations.
- iii) To ensure sustainability of the intended Corporate Plan of the Academy.

16.17. Integrity Committee

16.17.1. Members

- a) Chairperson - To be appointed amongst Academic Staff
- b) Three representatives of the Academy's Staff
- c) Secretary – To be appointed amongst members

16.17.2. 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.

16.18. Technical HIV/AIDS Sub – Committee

16.18.1. Members

- a) Rector - Chairperson
- b) Deputy Rector (Academic)
- c) Deputy Rector (Administration)
- d) Two Representatives from the Academic Staff.
- e) Three Representatives from the Administrative Staff.
- f) In charge of Academy's Dispensary
- g) Dean of Students - Secretary

16.18.2. Duties

- i) To set operational format to be adapted in planning and implementation of HIV/AIDS activities at the Academy;
- ii) To set generic interventions necessary for the Academy;
- iii) To enable Academy's creativity in developing specific activities suitable for responding to the epidemic;
- iv) To determine possible indicators for monitoring and evaluation of HIV/AIDS at the Academy;

- v) To participate in guiding and coordinating implementation of prioritized HIV and AIDS activities at the Academy.

16.19. Executive Committee of Convocation

16.19.1. Members

- a) The President
- b) The Vice President
- c) Honorary Treasurer
- d) Regional Chapter Representatives
- e) Two Members elected by Convocation
- f) Secretary

16.19.2. 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.
- c) To represent Convocation, where necessary, at events, meetings and/or functions of the Academy or outside of the Academy;
- d) 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;
- e) To recommend to AGM for awards of scholarships to potential candidate.
- f) To nominate beneficiaries of prizes to distinguished Alumni who have made significant achievement to Convocation and/or Academy;
- g) 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;
- h) To maintain all financial records and transactions of the Convocation, which shall be in accordance with the Academy's financial regulations;
- i) To prepare annual budget of the Convocation for Annual General Meeting.

17. FEE STRUCTURE FOR THE ACADEMIC YEAR 2021/2022

17.1. Fee Structure for Undergraduate Programmes for the Academic Year 2021/2022

The Students Training Costs for Certificate, Ordinary Diploma and Bachelor's Degree Programmes for Academic Year, 2021/2022 will be as shown in the schedules given hereunder.

A: DIRECT PAYABLE TO THE ACADEMY - KIVUKONI CAMPUS

Programme	Reg. Fee	Identity Card	Student's Union	Caution Money	Tuition Fee	Teaching Practice	Practical Training	Graduation	Total Fee (TShs)
Certificate	15,000	10,000	10,000	10,000	625,000		100,000	40,000	810,000
Diploma Year I	15,000	10,000	10,000	10,000	769,000	-	100,000	40,000	954,000
Diploma Year II	-	4,000	10,000	-	800,000	-	-	40,000	854,000
Bachelor Degree Year I	15,000	10,000	10,000	10,000	1,000,000	-	-		1,045,000
Bachelor Degree Year II	-	4,000	10,000	-	1,031,000	-	100,000		1,145,000
Bachelor Degree Year III	-	4,000	10,000	-	1,031,000	-	-	40,000	1,085,000
Bachelor Degree Educ. Year I	15,000	10,000	10,000	10,000	1,000,000	100,000	-		1,145,000

Programme	Reg. Fee	Identity Card	Student's Union	Caution Money	Tuition Fee	Teaching Practice	Practical Training	Graduation	Total Fee (TShs)
Bachelor Degree Educ. Year II	-	4,000	10,000	-	1,031,000	100,000	-		1,145,000
Bachelor Degree Educ. Year III	-	4,000	10,000	-	1,031,000	-	-	40,000	1,085,000

B: DIRECT PAYABLE TO THE ACADEMY - KARUME CAMPUS ZANZIBAR

Programme	Reg. Fee	Identity Card	Students Union	Caution Money	Tuition Fee	Teaching Practice	Practical Training	Graduation	Total Fees (TShs)
Certificate	20,000	10,000	10,000	10,000	625,000	-	100,000	40,000	815,000
Diploma Year I	20,000	10,000	10,000	10,000	769,000	-	100,000	40,000	959,000
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	-		-	950,000
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		-	1,050,000

Programme	Reg. Fee	Identity Card	Students Union	Caution Money	Tuition Fee	Teaching Practice	Practical Training	Graduation	Total Fees (TShs)
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 AND KARUME 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: ACCOMODATION AND TRANSPORT KIVUKONI AND KARUME ZANZIBAR

	ACCOMODATION (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 AND KARUME 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

17.2. Fee Structure for Postgraduate Programmes for the Academic Year 2021/2022

The Students Training Costs for Master's Degree will be as follows:

Direct cost payable to the Academy for the academic year 2021/2022

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 2021/2022

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

18. ALMANAC FOR THE ACADEMIC YEAR 2021/2022

MONTH AND YEAR	DATE	ACTIVITIES
July, 2021	12	Planning and Finance Committee Meeting
		Audit Committee Meeting
	13	Human Resource Development and Disciplinary Committee Meeting
		Students' Welfare and Disciplinary Committee Meeting
	30	Governing Board Meeting
August, 2021	13	Admissions Committee for Selection of Applicants for Bachelor Degree Programmes (Round 1)
	20	Academic Committee
	30	Admissions Committee for Selection of Applicants for Basic Technician and Ordinary Diploma Programmes (Round 1)
September, 2021	13	Admissions Committee for Selection of Applicants for Bachelor Degree Programmes (Round 2)
	20	Supplementary/Special Examinations for Certificates, Diploma and Bachelor Degree Programmes begins.
	24	Supplementary/Special Examinations for Certificates, Diploma and Bachelor Degree Programmes ends.
	29	Departmental Examiners Committee for Supplementary/Special Examinations for 2020/2021
	30	Examiners Committee for Supplementary/Special Examinations for 2020/2021
October, 2021	4	Management Meeting
		Quality Management Committee
	12	ACADEMY'S MWALIMU NYERERE DAY
	13	Planning and Finance Committee Meeting
		Audit Committee Meeting

MONTH AND YEAR	DATE	ACTIVITIES
	14	Human Resource Development and Disciplinary Committee Meeting
		Students' Welfare and Disciplinary Committee Meeting
		NYERERE DAY (PUBLIC HOLIDAY)
	18	Academic year 2021/2022 begins
		Orientation and Registration for Certificate and Diploma Students begins
	19	Academic Staff Promotion Committee
	20	Academic Committee Meeting
	25	Governing Board Meeting
		Orientation and Registration for Bachelor Degree Students begins
		RAAWU & THTU Meeting
November, 2021	1	Classes begin for Certificates, Diploma and Bachelor Degree Programmes
	5	Heads of Academic Departments Meeting
	12	Workers' Council Meeting
	19	Rector's welcoming speech to First year students.
	22	Management Meeting
	25	Convocation
	26	16th Graduation Ceremony (Kivukoni Campus)
	29	6th Graduation Ceremony (Karume Campus)
December, 2021	10	Deputy Rector's Meeting with Academicians
	13	Test one for Certificates, Diploma, Bachelor and Masters begins.
	17	Test one for Certificates, Diploma, Bachelor and masters ends
		Integrity Committee Meeting

MONTH AND YEAR	DATE	ACTIVITIES
	24	Christmas Break begins
	25	CHRISTMAS DAY (PUBLIC HOLIDAY)
	26	BOXING DAY (PUBLIC HOLIDAY)
	29	AIDS Committee Meeting
	30	Field Attachment Training Committee
		Submission of Enrolment Data for 2021/22 Academic Year to TCU
January, 2022	1	NEW YEAR (PUBLIC HOLIDAY)
	3	Christmas Break ends, and Classes begin
	5	Academic Staff Promotion Committee
	7	Executive Committee of the Worker's Council Meeting
		MASO Welcoming First Year students
	10	Management Meeting
	11	MASO - MEETING
		Worker's Council Meeting
	12	ZANZIBAR REVOLUTION DAY (PUBLIC HOLIDAY)
	13	Academic Committee Meeting
	17	Planning and Finance Committee Meeting
		Audit Committee Meeting
		Test Two for Certificates, Diploma, Bachelor and Masters begins
	18	Human Resource Development and Disciplinary Committee Meeting
		Students' Welfare and Disciplinary Committee Meeting
	20	Governing Board Meeting
	21	Test Two for Certificates, Diploma, Bachelor and Masters ends

MONTH AND YEAR	DATE	ACTIVITIES
February, 2022	1	MASO - Management Consultative Meeting
	4	Advertisement of Programmes for the Academic year 2020/2021
	5	Appointment Committee Meeting (Junior and Middle Cadres)
	8	Deputy Rector's Meeting with Academicians
	10	RAAWU & THTU MEETING
	11	MNMASA - MEETING
		End of classes for First and Second Semester for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes
		Human Resource seminar
	12	Presentation of research proposals for non-education students at departmental level
	14	First and Second Semester examination for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes for 2021/2022 begins
	25	First and Second Semester examination for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes for 2021/2022 ends
March, 2022	28	Management Meeting
		Mid-year recession for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes Begins
	14	Beginning of Semester II for Academic Year 2021/2022
		Classes Begin for Certificate, Ordinary Diploma, Bachelor Degree and Master's Programmes
	17	Departmental Examiners Committee Meeting

MONTH AND YEAR	DATE	ACTIVITIES
	22	Examiners Committee Meeting
		Technical HIV/AIDS Sub-committee Meeting
	25	Consultative Meeting-MASO and Management
	28	Extra Ordinary Academic Committee Meeting (for First and Second Semester Examinations)
April, 2022	4	Supplementary / special examinations for Certificates and Ordinary Diploma (March Intake) begins
	6	Academic Staff Promotion Committee
	7	KARUME DAY (PUBLIC HOLIDAY)
	8	Supplementary / special examinations for Certificates and Ordinary Diploma (March Intake) ends
	11	Departmental Examiners Committee Meeting
	13	ACADEMY'S MWALIMU NYERERE DAY
	14	Examiners Committee Meeting
	18	Planning and Finance Committee Meeting
		Auditing Committee Meeting
	19	Human Resource Development Committee Meeting
		Students' Welfare and Disciplinary Committee Meeting
	20	Extra Ordinary Academic Committee meeting (for Supplementary / special examinations)
	26	UNION DAY (PUBLIC HOLIDAY)
	28	Governing Board Meeting
May, 2022	1	MAY DAY (PUBLIC HOLIDAY)
	2	Beginning of Test one for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes

MONTH AND YEAR	DATE	ACTIVITIES
	3	Presentation of research findings for non-education students
		Integrity Committee Meeting
	6	End of Test one for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes
	7	Deputy Rector's Meeting with Academicians
		Submission of field reports/dissertation for non-education students
	13	Management Meeting
	15	Receiving Applications for September 2022 Intake for 2022/2023 Academic Year Begins
	16	Advertisement of programmes begins for September, 2022 Intake for academic year 2022/2023 Certificate and Diploma programmes
	20	MASO GENERAL ELECTION
	25	Executive Committee of the Workers Council Meeting.
	27	Worker's Council Meeting
	30	Beginning of Test two for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes.
June, 2022	3	End of Test two for Certificate, Diploma, Bachelor and Postgraduate Degree Programmes.
	9	Students' Baraza
	14	RAAWU & THTU MEETING
	15	MNMA AIDS DAY
	20	Deputy Rector's Meeting with Academicians
	22	MNMASA – Meeting
		End of classes for Second Semester Certificates, Ordinary Diploma and Bachelor Degree Programmes

MONTH AND YEAR	DATE	ACTIVITIES
	24	Human Resource seminar
		MASO - Farwell Party
	27	Second and First Semester examinations for Certificate, Ordinary Diploma, Bachelor Degree and Postgraduate Programmes begin.
July, 2022	3	Academic Committee Meeting.
	8	End of Second and First Semester examinations for Certificate, Ordinary Diploma, Bachelor Degree and Postgraduate Programmes
	11	The Beginning of Teaching Practice and Field Attachment Training for Certificate, Diploma and Bachelor Degree Programmes
		Academic Staff Promotion Committee
	18	Planning and Finance Committee Meeting
		Audit Committee Meeting
	19	Human Resource Development and Disciplinary Committee Meeting
		Students' Welfare and Disciplinary Committee Meeting
	20	Academic Committee
	21	Departmental Examiners Committee (for Second and First Semester examinations)
	25	Extra Ordinary Examiners Committee Meeting (for Second and First Semester examinations)
	29	Governing Board's Meeting
August, 2022	1	Extra Ordinary Academic Committee Meeting (for Second and First Semester examinations)
	15	Receiving Applications for September 2022 Intake for 2022/2023 Academic Year Ends

MONTH AND YEAR	DATE	ACTIVITIES
	26	End of Teaching Practice and Field Attachment Training for Certificate, Diploma and Bachelor Degree Programmes
		HIV/AIDS Technical Committee Meeting
	29	Supplementary/Special examinations for Certificates, Ordinary and Bachelor Degree (September Intake), and Postgraduate Programmes begin
September, 2022	2	Supplementary/Special examinations for Certificates, Ordinary and Bachelor Degree (September Intake), and Postgraduate Programmes end
	7	Department Examiners Committee (for Supplementary/Special examinations)
	8	Management Meeting
	9	Extra Ordinary Examiners Committee Meeting (for Supplementary/Special examinations)
	14	Extra Ordinary Academic Committee Meeting (for Supplementary/Special examinations)
	15	Quality Assurance Committee Meeting
	19	Academic Staff Promotion Committee
October, 2022	6	RAAWU & THTU Meeting
	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 2022/2023 begins
		Orientation and Registration for Certificate, Diploma and Bachelor Degree Students

MONTH AND YEAR	DATE	ACTIVITIES
	21	Governing Board Meeting
	24	Orientation and Registration for Bachelor Degree and Postgraduate Students
November, 2022	5	Heads of Academic Departments Meeting
	12	Workers' Council Meeting
	18	Rector's Meeting with First Year Students
	22	Management Meeting
	24	Convocation
	25	17th Graduation Ceremony (Kivukoni Campus)
	28	7th Graduation Ceremony (Karume Campus)
December, 2022	18	Integrity Committee Meeting
	24	Christmas Break begins
	25	CHRISTMAS DAY (PUBLIC HOLIDAY)
	26	BOXING DAY (PUBLIC HOLIDAY)
	29	AIDS Committee Meeting