THE OPEN UNIVERSITY OF TANZANIA

ADMISSION TO UNDERGRADUATE STUDIES, DIPLOMAS, CERTIFICATES AND POSTGRADUATE STUDIES FOR THE ACADEMIC YEAR 2012/2013

The Open University of Tanzania invites applications from suitably qualified candidates for the Academic Year **2012/13, commencing on September 1, 2012** in the following Undergraduate, Degrees, Diploma and Certificate courses:

(a**) DEGREE**

i. B. Arts (General)
ii. B. Arts with Education
iii. B. Arts A (Tourism Studies)
iv. B. Arts (Sociology)
v. B. Arts (Social Work)
vi. B.A (Journalism)
vii. B.A (Mass Communication)
viii. B.B.A (Finance)
ix. B.B.A(Marketing)
x. B.B.A(HRM)
xi. B.B.A(International Business)
xii. B.B.A(Accounting)
xiii. B.B.A (Education)
xiv. B.B.A(Executive) for Mbeya Region
xv. B.Sc. (General)
xvi. B.Sc. with Education
xvii. B.Sc. ICT [for Dar, Mbeya & Arusha residents only]
xviii. B.Sc (Environmental Studies)
xix. LL.B
xx. B. Education
xxi. B. Education (Special Education)
xxii. Bachelor of Education Teacher Educator (BED TE)
xxiii. Bachelor of Education in Adult and Distance Learning (BED ADL)
xxiv. Bachelor of Education in Educational Policy and Management (BED EPM)

(b) **DIPLOMA**

(i) Distance Education and Open Learning (ODDEOL)
(ii) Commonwealth Youth in Development Work (CYP)
(iii) Poultry Production and Health (PPH)
(iv) Primary Teacher Education (PTE)
(v) Diploma in Early Childhood Care and Education (DECCE)

(c) **CERTIFICATE**

(i) Foundation Course (OFC)
(ii) Distance Education (OCCDE)
(iii) Poultry Production and Health (CCPPH)
(iv) Certificate in Early Childhood Care and Education (DECCE)

NB: APPLICATIONS FOR UNDERGRADUATE DEGREE PROGRAMMES BY FORM SIX LEAVERS (DIRECT ENTRY) MUST BE SUBMITTED DIRECTLY THROUGH THE TCU CENTRAL ADMISSION SYSTEM (CAS). THE REST SHOULD BE SUBMITTED TO THE OPEN UNIVERSITY OF TANZANIA THROUGH OUR REGIONAL CENTERS.

MINIMUM ENTRY REQUIREMENTS

Part A: UNDERGRADUATE DEGREE PROGRAMMES

OPTION I: Based on Secondary School Examinations

Certificate of Secondary Education Examination (C.S.E.E) (Ordinary level) or equivalent, with passes in FIVE approved subjects, or three credits obtained prior to the sitting of the Advanced Certificate of Secondary Education Examination (A.C.S.E.E.) or equivalent.

and

One of the following combinations of passes in Advanced Certificate of Secondary Education Examination (A.C.S.E.E.) or equivalent

(i) Two Principal Level Passes (in appropriate subjects)

or

(ii) An appropriate equivalent Diploma/Certificate with at least lower 2nd class honours approved by Senate of the Open University of Tanzania.

Additional requirements for different degree programmes:

(i) **B.Sc. (General) and B.Sc. (Education).**

Two Principal Passes at A-Level in appropriate Science subjects.

(ii **B.Sc. (ICT)**

Two Principal Passes at A-Level with one being Advanced Mathematics

or

Any two science subjects at a Principal level with Mathematics as subsidiary

or

First Degree holders from other disciplines, with Mathematics as a subsidiary at A-level.

(iii) **B.Sc (Environmental Studies)**

- **Science stream – B.Sc. Environmental Studies (Science)**

Direct entrants.

The candidate should have a principal level pass at "A" level in any two of the following subjects: Biology, Chemistry, Geography, Physics, or Mathematics.

Or

Appropriate Diploma with passes at "O" level in two of the following subjects: Biology, Chemistry, Mathematics, Physics or Geography.

- **Management stream – B.Sc. Environmental Studies (Management)**

Direct entrants

Candidates should have a principal level pass at "A" level in two of the following subjects; Geography, Economics, History. Physics, Chemistry, Mathematics or Biology.

or

Appropriate Diploma with passes at "O" level in two of the following subjects Geography, History, Biology, Chemistry or Physics, Economics, Mathematics.

(iv) **B.A (Gen.), B.A. (Ed.) and BA (Tourism studies), B.A (Sociology), B.A (Social Work)**

Two Principal Passes at A-Level in Arts subjects.

or

Ordinary Diploma in Community Development, Social Sciences and CYP with a B average or higher.

(v) **B.A (Journalism)**
B.A (Mass Communication)

Direct Entry (Form VI) Qualifications

Two principal level passes in two subjects, one of which must be a language subject.

Equivalent Qualifications

Certificate of Secondary Examination (CSEE) or 'O' Level Certificate with at least 5 passes and an average of C+ in Kiswahili, English, Geography, History or equivalent [Arabic, Chinese, French, Hausa, Portuguese, Zulu may be considered]

Or

O – Level certificate plus an appropriate certificate of not lower than Second Class level from a recognized (accredited) institution offering Journalism or Mass Communication courses

Or

A degree from a recognized University or its equivalent

Or

O – Level certificate plus A diploma from a recognized (accredited) institution offering Journalism or Mass Communication courses

List of Senate approved equivalent Diploma and Certificates. The lists are available at each Regional Centre and also they are available in the General Information Booklet.

(vi) BBA (Accounting), BBA(Finance), BBA(Marketing), BBA(HRM), BBA(International Business) and BBA (Ed.), B(HRM)

Two Principal Passes at A-Level in Accountancy, Commerce, Economics or Mathematics.

Or

Two or more Principal passes in any of the following subject combinations: PCM, PMC, PCB, PGM, CBG, and HGE **and** at least a credit in Mathematics at O-Level

or

Science Diploma, an appropriate Advanced Diploma/Certificate with a “B+” average credit or higher grade.

(vii) **LL.B.**

Any two principal level passes Plus "O" level credit passes in History and English.

Or

An appropriate equivalent Diploma/Certificate in Law with Distinction

(viii) **B.Ed**

Two principal level passes with at least one being a teaching subject.

Or

An appropriate Diploma /Certificate with a "B" average credit or higher grade.

(ix) **B. Ed (Special Education)**

Diploma in Special Education

Or

Two principal level passes /Diploma in Education plus Certificate in Special Education

(x) BED TE (Bachelor of Education Teacher Educator)

Two principal level passes

Or

5 O-Level passes or 3 credits plus A certificate in Teacher Educator of OUT,

or

Qualifying test of a recognized university or diploma in education, or a diploma in adult education and other related fields

OPTION II: Based on Mature Age Entry Examinations:

Candidates who have written evidence of satisfactory pass in the Mature Age Entry Examinations set by Sokoine University of Agriculture (SUA), University of Dar es Salaam (UDSM) or any other recognized University will be considered for admission.

OPTION III: Based on Performance in Foundation Courses:

Candidates who do not qualify under options I and II may register for Foundation Courses (OFC) offered by The Open University of Tanzania. This is a one-year certificate course. Those who pass examinations set at the end of the course may apply for admission to the degree programmes listed above, depending on the subject combination of their OFC.

OPTION IV: Based on other Awards:

Candidates with awards from other institutions of higher learning will be considered on their own merit. These include a degree or an advanced Diploma in a different field.

N.B: Students gaining admission to this University as transfer cases from accredited Universities can transfer their grades only after getting approval from the Senate.

PART B: NON-DEGREE PROGRAMMES

DIPLOMA COURSES

Distance Education and Open Learning (ODDEOL)

(i) Class "B" and above, Certificate in Distance Education of the Open University of Tanzania (OUT) or an equivalent.

or

(ii) Five (5) passes at O-level or its equivalent plus at least 2 years of relevant professional experience.

or

(iii) At least one (1) principal Pass and one (1) subsidiary at A-level plus one year OF relevant professional experience.

or

(iv) A two year Diploma or a Degree in any relevant field. E.g. Education, Humanities, Social Sciences etc.

Commonwealth Diploma in Youth in Development Work (CYP)

(i) Five (5) passes at O level or equivalent plus at least 2 years of experience in Youth work

or

(ii) Professional certificate in Commonwealth Youth Programme plus three credits at O level and at least 2 years of experience in youth work.

or

(iii) One principal pass and one subsidiary at A-level plus one year experience in youth work.

or

(v) A two year Diploma or Degree from any field related to youth work plus at least one-year of experience in youth work.

Diploma in Poultry Production and Health (DPPH)

(i) A form four certificate with at least 5 passes or its equivalent

and

(ii) One or more principal passes at "A" level in science subjects and such a candidate must have passed biology and chemistry at "O" level.

or

(ii) Certificate in Animal health or Animal production from a recognized institution.

Diploma in Primary Teacher Education (DPTE)

Candidates holding the following qualifications will be eligible for admission into the (DPTE) programme.

- 3 credits or 5 passes at O'Level secondary education **and** a grade A certificate in teaching with an average pass of B and above or its equivalent

or

- 3 credits or 5 passes at O'Level secondary education **and** Advanced level certificate with at least one principal pass Or three subsidiaries

or

- Grade A teaching certificate with a teaching experience of not less than 2 years **and** any other qualifications approved by OUT Senate.

CERTIFICATE COURSES

Foundation Course (OFC)

(i) A Certificate of Secondary Education (C.S.E.E.) or its equivalent with at least 5 (five) passes in approved subjects or 3 credits **and** a possession of one (1) principal pass and one (1) or more subsidiaries.

or

(ii) A Certificate of Secondary Education Examination (C.S.E.E) or its equivalent with at least 5 passes or 3 credits in approved subjects **and** a certificate obtained after attending a professional course lasting at least nine months in a recognized institution related to the degree programme that the applicant is intending to pursue.

(iii) Exceptional cases regarding experience will be considered on merit. The applicant should not be below 18 years of age at the time of application.

Distance Education (OCCDE)

(i) A Form IV Certificate with at least 5 passes or its equivalent **and** a professional Certificate obtained from a nationally recognized Training Institution.

Or

(ii) A Diploma or Advanced Diploma or a First Degree or Postgraduate Degree.

Poultry Production and Health

(i) A Form IV Certificate with at least 5 passes or its equivalent

PART C: POSTGRADUATE PROGRAMMES

The Open University of Tanzania offers various postgraduate programmes as listed below:

Faculty of Arts and Social Sciences

MA- (Economics - by Thesis)
MA-(Geography - by Thesis)
MA- (History - by Thesis)
MA- (Linguistics - by Thesis)
MA- (Kiswahili) - by Thesis)
MA- (Tourism)- (Course Work & Dissertation)
MA- Social Work- Evening and Distance Mode
MCED-(Course Work & Dissertation)
MSC. Economics-(Course Work & Dissertation)

Faculty of Education

PGDE - (Postgraduate Diploma in Education – by Course Work and Independent Study)

M. Dist. Ed - (Masters in Distance Education – Course Work and Dissertation)- Distance

M.Ed APPS - (Master of Education in Administration, Planning and Policy Studies – (Course work and Dissertation)- Distance and Evening

Faculty of Business Management

PGD(BS) - (Postgraduate Diploma in Business Studies – Executive Mode)

MBA- (Course Work and Dissertation) – Distance Mode
MBA- (Executive - semi-residential in Tanzania)
MBA- (Evening - in Dar-Es-Salaam)
MHRM-Masters in Human Resource Management (Course Work and Dissertation)-Distance and Evening
MBA- Transport and Logistics Management - (Course Work and Dissertation)- Evening
MBA- (by Thesis)

Faculty of Law

LLM- (IT&T) (Course Work & Dissertation)
LLM - (Master of Laws - Thesis)
LLM - (ICJ)-Master of Laws in International Criminal Justice
PGDL- (Postgraduate Diploma in Law - Course Work and Independent Study),

Faculty of Science, Technology and Environmental Studies

MSc. (Biology), MSc. (Botany), MSc. (Zoology), MSc. (Chemistry), MSc. (Physics), MSc. (Mathematics), MSc. Environmental – all by Thesis

- **Doctor of Philosophy degrees (Ph. D)** are offered in all subjects covered under the Masters programmes

(iv) MINIMUM ENTRY REQUIREMENTS

Minimum Entry Qualifications for **Masters Programmes** is an appropriate honours degree of an approved higher learning institution. Applicants for MBA program having recognized professional qualifications, such as CPA, CSP, ACCA, **or** an Advanced Diploma (in a relevant field) of at least Upper Second Class and a pass at Advanced Certificate of Secondary Education Examination (A.C.S.E.E.); may also be considered. Minimum entry qualification for **PhD Programme** is possession of a good Masters degree from any recognized University.

MODE OF APPLICATION

(a) Applications for undergraduate degree programmes by form six leavers (direct entry) must be submitted directly through the tcu Central Admission System (CAS). the rest should be submitted to the open university of tanzania through our regional centers. The tcu website is: www.tcu.go.tz

(b) Applications are invited for all the above Degree, Diploma and Certificate programmes beginning **1st February 2012**, and must be accompanied by:
(i) photocopies of relevant certificates/Transcripts (including O Level)
(ii) birth certificate
(iii) a fee of Tshs. 30,000/= by Tanzanian citizens or US $30 for non-Tanzanians. Applications without these enclosures will not be considered.

(c) The deadline for the receipt of the Application letters for 2012/2013 Intake will be **15th May 2012.** On receipt of the applications letter, application forms for 2012/13 will be provided. The forms are also obtainable in our website: http://www.out.ac.tz. All Application forms issued for the year 2010/2011 intake will not be accepted.

(d) Each applicant, on receipt of an application form should fill it immediately and submit it, with all relevant documents, to the nearest Regional Centre of the Open University of Tanzania before **31st May, 2012. Applications for Masters and PhD by Thesis are open throughout the year.**

(e) Application fee payments should be deposited through NBC Ltd, City Corporate Branch A/c number **011103002558** or NMB Ltd, Bank House Branch A/c number **2011100105**. Fee remittance by any other means shall not be accepted

ADMISSION OF THE VISUALLY IMPAIRED AND OTHER PRINT DISABLED PERSONS TO BA (Ed.), B. Ed. AND LLB DEGREE PROGRAMMES

1. Applications are invited from qualified print-disabled persons for BA (Ed.) B.Ed and LLB Programmes. These include visually impaired persons and those who for some reasons cannot write with their hands.

2. Such applicants are urged to respond quickly so that the University can proceed to compile the names for selection in good time and arrange a special orientation for them ahead of others.

Applications should be addressed to a nearby Regional Centre using the following address:

1. Director, arusha regional centre, p.o. box 5244, arusha.	2. Director , coast regional centre, p.o. box 30420, kibaha.	3. Director, kinondoni regional centre, p.o. box 13224, dar es salaam.	4. Director, temeke regional centre, p.o. box 42729, dar es salaam.
5. Director Ilala Regional Centre, P.O. Box 21745, Dar es Salaam.	6. Director, Dodoma Regional Centre, P.O. Box 1944 or 1623, Dodoma.	7. Director Iringa Regional Centre P.O. Box 1458 Iringa	8. Director, Kagera Regional Centre, P.O. Box 1954, Bukoba.
9. Director Kigoma Regional Centre, P.O. Box 566 Kigoma.	10. Director, Kilimanjaro Regional Centre, P.O. Box 517, Moshi.	11. Director Lindi Regional Centre P.O. Box 742 Lindi	12. Director, Manyara Regional Centre, P.O. Box 271, Babati.
13. Director Mara Regional Centre P.O. Box 217, Musoma.	14. Director, Mbeya Regional Centre, P.O. Box 2803, Mbeya.	15. Director, Morogoro Regional Centre, P.O. Box 2062, Morogoro.	16. Director, Mtwara Regional Centre, P.O. Box 322, Mtwara.
17. Director, Mwanza Regional Centre, P.O. Box 2281, Mwanza.	18. Director, PembaRegional Centre, P.O. Box 277, Chake Chake, Pemba.	19. Director, Rukwa Regional Centre, P.O. Box 255, Sumbawanga.	20. Director, Ruvuma Regional Centre, P.O. Box 338, Songea.
21. Director, Shinyanga Regional Centre, P.O. Box 1203, Shinyanga.	22. Director, Singida Regional Center P.O. Box 617, Singida.	23. Director, TaboraRegiona Centre, P.O. Box 1204, Tabora.	24. Director, TangaRegional Centre, P.O. Box 5467, Tanga.
25. Director, Zanzibar Regional Centre, P.O. Box 2599, Zanzibar.	26. Director Njombe Regional Center P. O. Box 938 Njombe	27. Director Katavi Regional Center P. O. Box 662 Mpanda	

NB: Potential applicants from Kenya should apply using the following address:
Director,
College of Open and Distance Learning,
Egerton University,
P.O. Box 536,
Njiro Kenya,
CAFS Centre along Mara Road,
CIC Plot, **Nairobi.**

For more information please inquire from office of the:

Deputy Vice Chancellor (Academic),
The Open University of Tanzania,
P.O. Box 23409,
Dar es Salaam.
Tanzania.
Tel. 255-22-2668992/2668960, Fax 255-22-2668759.
E-mail: dvc-ac@out.ac.tz or admissions@out.ac.tz

WARNING!

The Open University of Tanzania has access to the data base for certificates and graduands of all accredited institutions in the country. Don't present any forged certificates. All cases of forgery will be subject to legal action. You have been warned!