

THE OPEN UNIVERSITY OF TANZANIA



OFFICE OF THE DEPUTY VICE CHANCELLOR (ACADEMIC) DIRECTORATE OF UNDERGRADUATE STUDIES

CALL FOR APPLICATIONS FOR ADMISSION INTO UNDERGRADUATE AND NON DEGREE PROGRAMMES FOR 2018/2019 ACADEMIC YEAR

The Open University of Tanzania invites applications for admission to the Degree, Diploma and Certificate programmes from qualified candidates for 2018/2019 Academic year

Table 1: Undergraduate Degree Programmes On Offer

S/N	DEGREE PROGRAMMES	S/N	DEGREE PROGRAMMES
1	Bachelor of Arts in Tourism	18	Bachelor of Business Administration (IB)
2	Bachelor of Arts in Sociology	19	Bachelor of Business Administration with Education
3	Bachelor of Social Work	20	Bachelor of Human Resources Management
4	Bachelor of Arts with Education	21	Bachelor of Library & Information Management)
5	Bachelor of Arts in Journalism	22	Bachelor of Community Economic Development
6	Bachelor of Arts in Mass Communication	23	Bachelor of Science General
7	Bachelor of Arts in (Economics)	24	Bachelor of Science with Education)
8	Bachelor of Arts in English Language & Linguistics	25	Bachelor of Science in ICT
9	Bachelor of Arts in Kiswahili & Creative Studies	26	Bachelor of Science in Data Management
10	Bachelor of Arts in History	27	Bachelor of Arts in Population and Development
11	Bachelor of arts in Natural Resource Management	28	Bachelor of Science (Environmental Studies)
12	Bachelor of Arts in Public Administration	29	Bachelor of Science in Food, Nutrition and Dietetics
13	Bachelor of Arts in International Relations	30	Bachelor of Science in Energy Resources
14	Bachelor of Business Administration (Accounting)	31	Bachelor of Laws
15	Bachelor of Business Administration (Finance)	32	Bachelor of Education in Policy and Management
16	Bachelor of Business Administration (Marketing)	33	Bachelor of Education (Special Education)
17	Bachelor of Business Administration (HRM)	34	Bachelor of Education Teacher Educator
		35	Bachelor of Education in Adult and Distance Learning

Table 3: Minimum Entry Requirements for Admission into Degree Programme

NO.	PROGRAMME	MINIMUM ADMISSION ENTRY QUALIFICATIONS
1.	Degree Programmes	<p>At least four O-Level passes ("D"s and above) or NVA Level III with less than four O-Level Passes or equivalent foreign qualifications as established by either NECTA or VETA. AND</p> <p>I. A form six holder must have Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective programme as follows:-</p> <ul style="list-style-type: none"> Completed A Level studies before 2014 (A = 5; B = 4; C = 3; D = 2; E = 1); S=0.5. Completed A Level studies in 2014 and 2015 ((where A = 5; B = 4; C = 2; D = 1); E=0.5. Completed A Level studies from 2016 A = 5; B = 4; C = 3; D = 2; E = 1); S=0.5. <p>II. Ordinary Diploma, FTC and Equivalent Qualification Applicants with</p> <ul style="list-style-type: none"> 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>Plus additional entry qualification of a specific programme available at www.out.ac.tz</p> <p>NOTE: Applicants are required to obtain Award Verification Number (AVN) from NACTE before they lodge in their applications into Higher Learning Institutions of their choices.</p>
2	Diploma	<p>At least four O-Level passes ("D"s and above) or NVA Level III with less than four O-Level Passes or equivalent foreign qualifications as established by either NECTA or VETA. AND</p> <p>i. Foundation Programme:-</p> <ul style="list-style-type: none"> Advanced Certificate of Secondary Education Examination (ACSE) with at least 1.5 points from TWO subjects. OR An Ordinary Diploma from a recognized institution with a GPA of at least 2.0 OR NTA Level 5 or Professional Technician Level II Certificate. <p>ii. Diploma in Early Childhood Education</p> <p>iii. Diploma in Primary Teacher Education</p> <ul style="list-style-type: none"> Grade 'A' Teaching Certificate or Basic Certificate in Teaching NTA 4. OR Certificate in Early Childhood Education with an average pass of not less than B grade. <p>NOTE: Admission to these two programmes is for IN-SERVICE TEACHERS</p> <p>iv. Diploma in Poultry Production and Health</p> <ul style="list-style-type: none"> Advanced Certificate of Secondary Education with a minimum of one or more principal pass or three subsidiaries in science with passes in Biology and Chemistry at O level. OR Basic Certificate in Animal Health and Production with an average pass of not less than B with passes in Biology and Chemistry at O level. <p>v. Commonwealth Youth Programme Diploma in Youth Development Work</p> <ul style="list-style-type: none"> Advanced Certificate of Secondary Education with a minimum of one principal pass or three subsidiaries. OR Basic Certificate in Youth Work or any relevant field from a recognized Institution. <p>vi. Diploma in Open and Distance Learning</p> <ul style="list-style-type: none"> Advanced Certificate of Secondary Education with a minimum of one principal pass or three subsidiaries. OR Basic Certificate in Distance Education or any relevant field from a recognized Institution <p>vii. Diploma in Computer Science NTA level 6</p> <ul style="list-style-type: none"> Level 5 Certificate in Information Technology related field OR Advanced Certificate of Secondary Education Examination (ACSE) with at least one principle pass and one subsidiary. <p>viii. Diploma in Library and information studies</p> <ul style="list-style-type: none"> Advanced Certificate of Secondary Education with a minimum of one principal pass or three subsidiaries. OR Basic Certificate in Library and Information Studies (NTA level 4) or any relevant field from a recognized Institution.

3.	Certificate	<p>At least four O-Level passes ("D"s and above) or NVA Level III with less than four O-Level Passes in relevant field or equivalent foreign qualifications as established by either NECTA or VETA.</p> <p>i. Certificate in Distance Education</p> <p>ii. Certificate in Early Childhood Education</p> <p>iii. Certificate in Hairdressing and Beauty Therapy</p> <p>iv. Certificate in Youth Work</p> <p>v. Basic Certificate in Computing and IT Level 4</p> <p>vi. Certificate in Library and information studies</p> <p>vii. Certificate in Poultry Production and Health</p> <p>Technician Certificate Programme in Computer Science – NTA Level 5</p> <ul style="list-style-type: none"> At least four O-Level passes ("D"s and above) or NVA Level III with less than four O-Level Passes in relevant field or equivalent foreign qualifications as established by either NECTA or VETA AND Basic Certificate in Information Technology related field with GPA 2.0 and above OR Advanced Certificate of Secondary Education with a minimum of one principal pass and one subsidiary. <p>NOTE: Admission in to Certificate in Early Childhood Education is for in service teachers only</p>
----	--------------------	--

MODE OF APPLICATION

- Applicant may apply by filling an application form and send directly to any Open University of Tanzania (OUT) Regional centres or may apply online through the Online Application System (OAS) of the OUT. Application form is available at any OUT regional centre and online www.out.ac.tz. The OAS can be accessed at www.out.ac.tz. Please make sure you complete all sections of the online application system carefully. Read the Online Application user manual (<http://196.216.247.5:8090/uploads/stepbystep.pdf>) before applying online.
- No Application fee charged.
- For detailed information about the Programmes' admission requirements, programme contents and regulations can be obtained in OUT prospectus available at www.out.ac.tz or through this <http://www.out.ac.tz/page.php?m=378>
- Application is open from 22nd July 2018.
- Deadline for application is 21st September 2018.
- Final announcement for selected applicants shall be 6th October 2018.
- For international applicants:-
 - All international applicants may apply online or by filling application forms and submit to iso@out.ac.tz.
 - Applicants from Namibia may collect application forms at Triumphant College Windhoek.
 - Applicant from Kenya may collect application forms at Egerton University City or Njoro Campus.
 - All international applicants must obtain equivalence translation of their foreign certificates from relevant Tanzanian authorities.
 - For secondary education level equivalence can be obtained from National Examination Council of Tanzania (NECTA) through <https://www.necta.go.tz>. The cost for each certificate translation is 25 UDS.
 - For Diploma level equivalence can be obtained from National Council for Technical Education (NACTE) through <http://www.nacte.go.tz>. The cost for each certificate translation is 25 USD.
 - For Degree holders wishing to study other undergraduate degree equivalence may be obtained from Tanzania Commission for Universities (TCU) through <http://faas.tcu.go.tz/login.php>. The cost for each certificate translation is USD 50.
 - Payment for equivalence translation should be made through the following bank details.
Account Name: The Open University of Tanzania, **Account No:** 011105000670, **Bank Name:** NBC Corporate Branch, **SWIFT CODE:** NLCBTZTX.
 - Applicant from Namibia may effect their payment at Triumphant College and applicants from Kenya at Egerton University City or Njoro campus. All applicants are required to email their payment slips to iso@out.ac.tz.

For inquiries regarding admissions in general please contact the following:-
dugs@out.ac.tz or admission@out.ac.tz or records.dugs@out.ac.tz or iso@out.ac.tz or call admission help desk +255 620 523827 or Contact or visit any nearest OUT Regional Centre as per details below.

OUT REGIONAL AND COORDINATION CENTRES			
1. Arusha Regional Centre P.O. Box 19 ARUSHA Tel No: 027-2545097 DRC: 0714-244956 & 0682 009125 Location: TANROADS Building, e-mail: arusha@out.ac.tz	2. Coast Regional Centre P.O. Box 30420 KIBAHA Tel. No: 023-2402811 DRC: 0715122642 Location: Bungo Kibaha e-mail: kcoast@out.ac.tz	3. Dodoma Regional Centre P.O. Box 1944, DODOMA. Tel. No: 026-2322346 DRC: 0754430075 Location: Former Dodoma Rural District Offices e-mail: dodoma@out.ac.tz	4. Geita Regional Centre P.O. Box 417 GEITA DRC: 0764-234821 Location: Opposite to District Commissioner, District & Regional Court. e-mail: drogeita@out.ac.tz
5. Iliad Regional Centre P.O. Box 21745 Dar es Salaam Tel. No: 022-2150116 DRC: 0754363975 Location: Institute of Adult Education e-mail: droilala@out.ac.tz	6. Iringa Regional Centre P.O. Box 1458 IRINGA Tel. No: 026-2700163 DRC: 0767-076076 Location: OUT Building at Former TRC Workshop (Ganglonya Area) e-mail: droiringa@out.ac.tz	7. Kagera Regional Centre P.O. Box 1954, BUKOBA Tel. No: 027-2753472 DRC: 0713 544 216 & 0765 549996 Location: Kyanji Nshamba (Along Kashozi Road) e-mail: drokagera@out.ac.tz	8. Katavi Coordination Centre, P.O. Box 662, MPANDA Tel. No: 025-2820463 OR 0736 502730 DRC: 0754-531034 & 0787-664766 Location: Near Mpanda Post Office. e-mail: drokatavi@out.ac.tz
9. Kigoma Regional Centre P.O. Box 566, KIGOMA Tel. No: 028-2802981 DRC: 0715-613562 OR 0754-613562 Location: NHC Building e-mail: drokigoma@out.ac.tz	10. Kilimanjaro Regional Centre P.O. Box 517, MOSHI Tel. No: 027-2753472 DRC: 0719678943 Location: Former PEHCOL Yard, Majengo e-mail: drokilimanjaro@out.ac.tz	11. Kinondoni Regional Centre P.O. Box 13224, DAR ES SALAAM. Tel. No: 022-2460971 DRC: 0784-454320 Location: Former Biafra Sec School, Kinondoni. e-mail: drokinondoni@out.ac.tz	12. Lindi Regional Centre P.O. Box 742, LINDI Tel. No: 023-2202725 DRC: 0717-213005 Location: NHC Building Amani Baraza Area (Makonde St) e-mail: drolindi@out.ac.tz
13. Manyara Regional Centre P.O. Box 271, BABATI Tel. No: 027-2530319 DRC: 0789-875633 Location: Regional Block e-mail: dromanyara@out.ac.tz	14. Mara Regional Centre P.O. Box 217, MUSOMA Tel. No: 028-2620401 DRC: 0754-630011 OR 0754-261995 Location: Musoma Cultural Hall e-mail: dromara@out.ac.tz	15. Mbeya Regional Centre P.O. Box 2803, MBEYA Tel. No: 025-2502895 DRC: 0656 252551 OR 0784 802534 Location: Former CRDB Building (Forest Area) e-mail: drombeya@out.ac.tz	16. Morogoro Regional Centre P.O. Box 2062, MOROGORO Tel. No: 023-2613303 DRC: 0786 330 032/0713 454 296 Location: Plot 680 Block J, Baraouda Hlazimbu. e-mail: dromorogoro@out.ac.tz
17. Mtwara Regional Centre P.O. Box 322, MTWARA Tel. No: 023-233977 DRC: 0715800789 Location: Near Mnarani Round About e-mail: dromtwara@out.ac.tz	18. Mwanza Regional Centre P.O. Box 2281, MWANZA Tel. No: 028-2500516 DRC: 0 Location: Mikolani near Tanesco e-mail: drowanza@out.ac.tz	19. Njombe Coordination Centre, P.O. Box 938 NJOMBE Tel. No: 026-2782191 DRC: 0784811599 Location: DC Compound e-mail: dronjombe@out.ac.tz	20. Pemba Coordination Centre, P.O. Box 277, CHAKECHAKE Tel. No: 024-2452072 DRC: 0777-866234 Location: Ally Self Hemed Building. e-mail: dropemba@out.ac.tz
21. Rukwa Regional Centre, P.O. Box 255, SUMBAYANGA, Tel. No: 025-2801079, DRC: 0714-737422 OR 0787-737422 Location: OUT Buildings at Former RETCO Ltd. Workshop. e-mail: drorukwa@out.ac.tz	22. Ruvuma Regional Centre, P.O. Box 338, SONGEA Tel. No: 025-2602062 DRC: 0655 317617 Location: Behind TCC in town e-mail: droruvuma@out.ac.tz	23. Simiyu Regional Centre P.O. Box 269, BARIADI Tel. No: 028 2700123 DRC: 0715 030242 Location: Bonani (Former HASHI Offices) e-mail: drosimiyu@out.ac.tz	24. Singida Regional Centre P.O. Box 617, SINGIDA Tel. No: 026-2502451 DRC: 0787-947953 Location: Makumbusha Building (Boma Road). e-mail: drosingida@out.ac.tz
25. Shinyanga Regional Centre P.O. Box 1203, SHINYANGA Tel. No: 028-2763290, DRC: 0762375922 Location: OUT Building Near Kambarage Stadium. e-mail: droshinyanga@out.ac.tz	26. Tabora Regional Centre, P.O. Box 1204, TABORA. Tel. No: 026-2605519 DRC: 0756 368065 Location: Old CWT Building, Bachu Street e-mail: drotabora@out.ac.tz	27. Tanga Regional Centre, P.O. Box 5467, TANGA Tel. No: 027-2644348 DRC: 0718 997780 Location: TUCTA Building e-mail: drotanga@out.ac.tz	28. Songwe Regional Centre P.O. Box 23, SONGWE, Tel. No: 0769434309 Location: ADP Building, Ihanda Ward. Email: drosongwe@out.ac.tz
29. Zanzibar Coordination Centre, P.O. Box 2599, ZANZIBAR Tel. No: 024-225013 DRC: 0713-584113 Location: SUZA – Nkrumah College. e-mail: drozanzibar@out.ac.tz	30. Kahama Coordination Centre P.O. Box 537 Kahama DRC: 0717088516 Location: Nyihogo street Email: drokahama@out.ac.tz	31. Tunduru Coordination Centre P.O. Box 70 Tunduru DRC: 0784866148 Location: Karanje Street Email: drotunduru@out.ac.tz	

Issued by:
 The Directorate of Undergraduate Studies (DUGS),
 The Open University of Tanzania,
 P.O. Box 23409, Dar es Salaam, Tanzania
 E-mail: dugs@out.ac.tz or admission@out.ac.tz
 Tel: +255 22 2668820/2668992
 Mobile: +255 620 523827