

THE OPEN UNIVERSITY OF TANZANIA

FACULTY OF EDUCATION



FACULTY OF EDUCATION UNDERGRADUATE AND NON DEGREE PROGRAMMES



SECTION ONE

Introducing the Faculty of Education

Faculty of Education is one of the largest faculties at the Open University of Tanzania that offers a range of courses at all levels – Certificate, Diploma, Bachelor, Master and Doctoral Degrees. Our focus is creating learning environment where every student, regardless of personal circumstance, is able to learn and succeed. The Open University of Tanzania (OUT) is an open and distance learning institution offering Certificates, Diplomas, Degrees And Postgraduate Courses. The teaching and learning modalities and delivery is attained through various means of communication such as broadcasting, telecasting, information and communication technologies, correspondence, enhanced face-to-face, seminars and evening and weekend programmes. It is a vibrant, lively and supporting intellectual community with diverse student body, committed to academic excellence.

The functions of the Faculty of Education began way back in 1994 training teachers graduating as Bachelor of Arts with Education (BA ED) and Bachelor of Commerce with Education (B.Com Ed). The faculty was the first to introduce Bachelor of Education Special Education (BED SE) in 2005 through a collaboration with Åbo Akademi University (Vaasa, Finland) and Bachelor of Education Teacher Educator (BED TE) in 2012 through collaboration with the Ministry of Education and Vocational Training (MoEVT).

The Faculty has a structure with five departments:

1. The Department of Adult and Distance Education (DADE),
2. The Department of Curriculum and Instruction (DCI),
3. The Department of Educational Foundations (DEF),
4. The Department of Educational Policy, Planning and Administration (DEPPA) and,
5. The Department of Psychology and Special Education (DPSE).

In addition, there is one Centre, a SADC Centre for Specialisation in Teacher Education and 4 academic units

1. Teaching Practice Unit
2. Undergraduate Studies Unit
3. Postgraduate Studies Unit
4. Examinations Unit.

FED Vision

The Faculty of Education of the Open University of Tanzania vision is to embrace provision of affordable quality learning, teaching and research as a means for transforming lives by creating and promoting opportunities for lifelong learning to cope with evolving local and global challenges for a better future for all. We believe that education is a powerful vehicle for personal growth, professional success, and social change within the wider community locally and globally.

We aim to develop a community of learners which inspire and support reflective educators who share our core values of Equality, Diversity; Accessibility; Affordability; Openness; Justice; Human rights; Sustainability; Inclusion; Integrity; and Mutual respect with a view to provide a learning community that actively challenges inequality and injustice.

FED Mission

The Faculty of Education of the Open University of Tanzania Mission is to protect and promote the right of every individual learner to quality, equitable, and lifelong learning education where: *Students* learn in a learner-friendly, gender-sensitive, inclusive, safe, and motivating environment.

Lecturers facilitate learning and constantly nurture every learner.

Administrators and staff, as stewards of the institution, ensure an enabling and supportive environment for effective learning to happen.

Family, community, and other stakeholders are actively engaged and share responsibility for developing life-long learners.

We will do this by/through:

- Developing critical and reflective thinking
- Developing empowering and efficient systems to support learning
- Collaboration and partnership
- Regularly reviewing and revisiting our policies and practices

The aim of FED is to create and disseminate knowledge through teaching, research and consultancy services with a view to creating all inclusive society. It is committed to helping students achieve the highest academic standards.

Faculty of Education Leadership

The Dean

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Heads of Departments and Coordinators of Centres and Units

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Bachelor Degree Programmes

At undergraduate level, FED currently offers six programmes through Open and Distance Learning (ODL) mode of delivery. These are:

- Bachelor of Education in Adult and Distance Learning (BED ADL)
- Bachelor of Education in Policy Management (BED PM)
- Bachelor of Education (Teacher Educator) (BED TE)
- Bachelor of Education Special Education (BED SE)
- Bachelor of Arts with Education (BA ED)
- Bachelor of Business Administration with Education (BBA ED)

Entry Qualification for Bachelor Degree Programmes

OPTION I

Advanced Certificate of Secondary Education with at least TWO passes Or Diploma in Education with at least 3.0 GPA or C average;

OPTION II

An applicant who holds OUT foundation course certificate shall be eligible for admission into relevant degree programmes. To qualify for admission into bachelor degree programme, a candidate must obtain at least TWO Ds AND a minimum of 4 POINTS among the three specialized subjects that one intends to pursue in the bachelor degree programme (i.e. apart from English Proficiency, Development Studies and Communication Skills).

OPTION III

An applicant who satisfied Examiners in the Recognition of Prior Learning (RPL) Examination at an average of B Grade or above, and holding a valid RPL certificate (approved by TCU) shall be eligible for admission into relevant degree programmes.

OPTION IV

An applicant with degree or Advanced Diploma awards from other Institutions of Higher Learning will be considered on their own merit

Student Support Services

The Open University of Tanzania is dedicated to assisting students to receive the best training, successfully complete their course and learn as much as possible during their studies. The University lecturers in collaboration with the office of the Student services, headed by the Dean work closely with students to identify academic and social problems and workout learning strategies to overcome them so that they can progress and achieve their goals. Lecturers at the Open University of Tanzania assist students in areas ranging from clarifying program requirements, to helping choose the next

module from the list of electives. Students in the Faculty of Education can receive

ICT Training: During face-to-face sessions, students are trained on how to access available university resources electronically. Students are also trained on how to use MOODLE online interactive learning platform.

Assistive Service Technology Unit (ASTU): This unit is dedicated to support student with special needs and disabilities to access learning resources using technologies. Since 2011 the unit started training visually impaired persons so as to undertake their studies through the use of technology. In 2015 the unit has started training the deaf so that they can use technology in accessing learning resources, communication and leisure.

Access to Information systems: The University develops and maintain a number of Information Systems to help students access their information online as follows:

Student Academic Register Information System – It is a system students use to access examination results and personal information through <http://sis.out.ac.tz>,

Library Information System - which students use to access online articles, journals and e-books available at www.out.ac.tz/library/,

Learning Management system (MOODLE) - in which students use to access materials uploaded and interact with lecturers and among themselves. Learning management system is accessible through www.elms.out.ac.tz.

Examination registration Information System - in which students use for registering during examination sessions, and

Students mail for communicating with the university authority and among students themselves.

Students studying under this programme will get academic assistance and advice from various sources including: The Regional Directors of the Open University of Tanzania, The Dean Faculty of Education; The Associate Dean and the Heads of Departments and Academic staff in the Regional centres.

What about Exams?

Candidates will be evaluated by using the following criteria.

Timed Test carrying 30%

Final Examination carrying 70%

Teaching Practice carrying 100%

Students have to register for examination through Examination registration system available at <http://des.out.ac.tz/>. For more assistance on how to register for examination visit the nearby Regional Centre for advice and support. Similarly, you can request further information on examination to the Director of Examination syndicate of The Open University of Tanzania through des@out.ac.tz.

Course Codes in the Faculty of Education

Each subject starts with an "O" which stands for The Open University of Tanzania. It is followed by the subject alphabet and code numbers. The code numbers used will be in the series of 100 for Part One, 200 for Part Two and 300 for Part Three.

Following are the subject codes:

OEA-Adult and Distance Education Department

OEI -Curriculum and Instruction Department

OEF-Education Foundations Department

OEP- Psychology and Special education Department

OEM-Education Policy, Planning and Administration Department

Each student in the Faculty of Education chooses two teaching subjects from either the Faculty of Science, or Faculty of Business Management, or the Faculty of Arts and Social Sciences. You are therefore advised to seek information for relevant courses of your choice from the host Departments in the relevant Faculties of the Open University of Tanzania. For more information you can use the Open University of Tanzania Prospectus which is always available at the Open University Website homepage www.out.ac.tz

General Guidelines on Mode of Study for Undergraduate Courses

- 1 The courses leading to the bachelor degree are divided into three levels. Each level is equivalent to one academic year in a conventional University. The three levels are identified through subject codes with series 100, 200, and 300 for level 1, 2 and 3 respectively.

- 2 All undergraduate degree programmes are taught by blended mode of delivery, except for some programmes such as BSc (ICT) which may have enhanced short face to face sessions to complement elearning. The main medium of instruction is through moodle platform with printed study materials for some courses with stocks of hard copies. Most materials are also available in CD-ROMs. All courses are available on the OUT website under the e-Learning Management Information System (eLMS) with all the reading materials uploaded for each course. The use of ICT has recently been mainstreamed as main OUT's teaching and learning facility for all its programmes.
- 3 The main modules for each of the subjects are called units. Each unit shall cover content materials equivalent to thirty-five one-hour lecture materials or three-hour lecture per Semester. Most of the OUT Units are now being converted into Credits to conform to the University Qualification Framework (UQF) published by TCU. For the purpose of conversion, one OUT unit is equivalent to ten credits under UQF.
- 4 Support services for the students are in the form of face-to-face teaching, ICT based electronic platforms, audio cassettes, compact discs (CDs), Internet (where available), library services and other teaching/learning media. The face to face teaching includes residential sessions for orientation and continuous tutoring and counseling. As for B.Sc., B.Sc. (Ed), and B.Sc. (ICT), academic programmes, laboratory exercises are organized at designated institutions/locations.
- 5 Every student must fill in the Student Progress Portifolio (SPP) online, for courses registered to be allowed to write the annual examination. SPPs must be presented online to course instructors before, during or immediately after Knowledge Area six of the course is covered.
- 6 To qualify for the award of a degree, a candidate must clear all the three parts of the degree course. A fast student may cover more units and thus be able to finish the course in less than the specified average period for obtaining a degree. The minimum duration for completion of an undergraduate degree

programme is THREE YEARS. The maximum registration period for an undergraduate degree in EIGHT YEARS.

SECTION TWO

Structure of Degree Programmes

Since the 2013/14 academic year the programme below has been applicable for students joining for the first time, the education degree programmes.

Curricula coverage for all the education programmes

COURSE/CATEGORY OF COURSES	BSc ED, BA ED & BBA ED (Number of UNITS)	BED (Number of UNITS)
Communication Skills	1	1
Introduction to Computer	1	1
Teaching Practice	2	2
Basic Education Courses	12	18
Teaching Subject I	12	12
Teaching Subject II	12	6
TOTAL	40	40

1. Department of Adult and Distance Education

Bachelor of Education in Adult Education and Distance Learning (BED ADL)

This is an undergraduate degree programme focusing on teachers who will function in a flexible education system that incorporates open and distance learning at all levels; and which recognises the right to education throughout one's life span. The programme takes into consideration the need for facilitators of lifelong learning within the current globalising world and an expanding knowledge and information economy. It is through these considerations that the programme is envisioned to be meaningful, relevant and very useful since it has great the potential to contribute in the preparation of teachers/facilitators with a focus on clear adult and distance learning perspectives. It is important to note that this kind of teachers/facilitators needs to be developed so

Adult Education vs. Adult Learning	
<ul style="list-style-type: none"> • Adult Education: – teaching of adults – using an organized formal or informal plan of education – direct involvement of a teacher 	<ul style="list-style-type: none"> • Adult Learning: – a continuous part of adult life – primarily skills and knowledge for personally relevant situations – without a formal educational institution or teacher

as to improve the quality of education through extensive use of ICT and online teaching and learning opportunities. The programme is designed at a time when education systems worldwide are increasingly including the open and distance learning mode as a means of widening access to education with the aim of including all people. The Course programme structure is as follows:

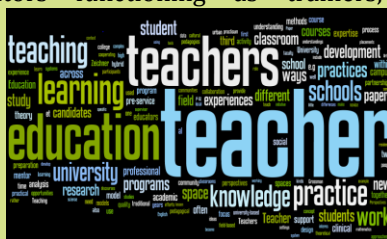
Course Code	Course Name	Unit
OCP 100	Introduction to Computer	1
OFC 017	Communication Skills	1
OEA 302	Introduction to Open and Distance Learning	2
OEI 101	Philosophy of Education and Teaching	2
OEA 101	Psychology of Adult Learning	2
	Courses from 2 Teaching Subjects	6
OEI 101	Curriculum Development and Evaluation	2
OEI 208A	Teaching Practice 1	1
OEI 210	Teaching Methods for Adult Learners	2
	Courses from 2 Teaching Subjects	6
OEA 301	Foundations of Adult and Community Education	2
OEA 303	Lifelong Learning in Global Economy	2
OEA 305	Planning and management of adult and community education	2
OEI 208B	Teaching Practice 2	1
	Elective	2
	Courses from 2 Teaching Subjects	6
TOTAL UNITS		40
Plus ONE of these Electives		
OEA 304	Course Design and Development in ODL	2
OEA 306	Community Education and Development	2
OEA 307	Community Capacity Building	2

2. Department of Curriculum and Instruction

Bachelor of Education Teacher Educator (BED TE)

This is an undergraduate degree programme geared towards preparation of teacher educators functioning as trainers, supervisors and managers of the education process.

The programme takes into consideration the need for curriculum and teaching which recognize the need for classroom practice and organizations, theories and models of teaching and learning which allow learners as active participants and critical inquirers in the learning process.



Thus it exposes the required skills and competences to current and future trainers of teachers, school and educational programme inspectors and managers charged to ensuring effective schooling process.

The Course programme structure is as follows:

Course Code	Course Name	Unit
OCP 100	Introduction to Computer	1
OFC 017	Communication Skills	1
OEP 101	Educational Psychology	2
OEF 101	Philosophy of Education and Teaching	2
OEF 102	History and Sociological Aspects in Education	2
	Courses from 2 Teaching Subjects	6
OEI 101	Curriculum Development and Evaluation	2
OET 200	Teacher professionalism and classroom practice	2
OEI 208A	Teaching Practice 1	1
	Courses from 2 Teaching Subjects	6
OEP 309	Introduction to Educational Research	2
OEM201	Education Management and Leadership	2
OET 303	Field Study	2
OEI 208B	Teaching Practice 2	1
	Electives	2
	Course from 2 Teaching Subjects	6
TOTAL		40
Electives for B. Ed-TE		
OET 301	Curriculum Development and Teaching models	2
OET 302	HIV and sexuality education: Curriculum based approach	2

Teaching Methods Courses

Course Code	Course Name	Unit
OEI 201	Teaching Methods for Physical Sciences	2
OEI 202	Teaching Methods for Life Sciences	2
OEI 203	Social Sciences Teaching Methods	2
OEI 204	Languages Teaching Methods	2
OEI 205	Economics and Business Studies Methods	2
OEI 206	Teaching Methods for Applied Sciences	2
OEI 207	Teaching Methods for Mathematics	2
OEI 209	Education Teaching Methods	2
OEI 210	Teaching Methods for Adult Learners	2
OEI 212	ICT Teaching Methods	2

OEI 208A & B: Teaching Practice

All BA (Ed); BBA (Ed); B. Com (Ed) and B. Sc. (Ed) students should do Teaching Practice in Second, Third, Fourth or Fifth Year etc: The students in the aforementioned years should have Teaching Practice conducted by University's full or part time academic staff members appointed by the Faculty of Education. In each of the two Teaching Practice blocks, the student should have a minimum of six (6) assessments, three in each teaching subject. For example, if a student's teaching subjects are Geography and Biology, she/he must have a minimum of three assessments in each subject. Students taking Double Mathematics, Double Economics

and those on B. Ed Programme shall have all six assessments in their one teaching subject.

NOTE: It is compulsory that each student who undertakes Teaching Practice should be involved in all school/college activities during the whole duration of Teaching Practice exercise. Such activities include, but are not limited to extra curriculum activities, taking responsibilities of a teacher on duty, and participation in sports and games. To that effect, a TP logbook system shall be used whereby the head of the TP institution will make his/her assessment of the student performance that will contribute to the total TP score.

3. Department of Education Policy, Planning and Administration

Bachelor of Education in Policy Management (BED PM)

The BED PM degree Programme is intended to produce professionals in the area of educational planning, policy, management and administration. This programme will prepare professionals for management and leadership positions in education sector. It is also aimed to produce teachers who will teach educational planning, management and administration in teachers colleges and offer managerial skills in the teaching and learning institutions. Furthermore it will provide opportunity for participants to acquire knowledge, skills and techniques used to manage both human and non-human resources in educational programs and projects. It will enable learners to design, manage, regulate, monitor, and or evaluate primary and secondary educational programs and manage school inputs necessary for improving quality of educational programs. The Course programme structure is as follows:



<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OCP 100	Introduction to Computer	1
OFC 017	Communication Skills	1
OEP 101	Educational Psychology	2
OEF 101	Philosophy of Education and Teaching	2
OEF 102	History and Sociological Aspects in Education	2
	Courses from Teaching Subjects	6
OEI 101	Curriculum Development and Evaluation	2
OEM 201	Educational Management and Leadership	2

OEI 208A	Teaching Practice 1	1
	Teaching Methods Course	2
	Courses from 2 Teaching Subjects	6
OEM 301	Educational Policy and Planning	2
OEM 302	Human resource Management and Development in Education	2
OEM 303	Introduction to Project management and Entrepreneurship in Education (Elective)	2
OEI 208B	Teaching Practice 2	1
OEM 304	Human Rights and cross-cutting issues in Education (Elective)	2
	Courses from 2 Teaching Subjects	6
	TOTAL	40

4. Department of Psychology and Special Education Bachelor of Education in Special Education (BED SE)

BED SE degree programme is meant for training teachers who can provide specialized support and services to learners with special needs and disabilities. Students completing the programme will



have knowledge and professional abilities in providing support and services to people with special needs and disabilities. The distinguished features of this programme are: Capacity building in the educational services for people with disabilities and special educational Needs and training and producing teachers capable of both

rendering the necessary support to learners with disabilities and teaching in the inclusive classroom. The Course programme structure is as follows:

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OFC 017	Communication Skills	1
OCP 100	Introduction to Computer	1
OEP 101	Educational Psychology	2
OEF 101	Philosophy of Education and Teaching	2
OEI 101	Curriculum Development and Evaluation	2
	Courses from 2 Teaching Subjects	6
OEP 301	History and Issues in Special Education	2
OEI201- 210	Teaching Subjects Methodology	2
OEI 208A	Teaching Practice 1	1
	Courses from 2 Teaching Subjects	6
OEP 302	Special Education Provisions and Services in Tanzania	2
OEP 303	Inclusive Education	2
OEP 304	Management of Special Education	2
OEP 306	Transition Strategies in Special Education	2
OEI 208B	Teaching Practice 2	1
	Courses from 2 Teaching Subjects	6
TOTAL		40

5. Undergraduate Studies Unit

A. Bachelor of Arts with Education (BAED)

The BAED Degree Programme is meant for training teachers who can provide specialized teaching of social science subjects in education institutions and in the provision of needed social services in the community at large. The Course programme structure is as follows:

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OEP 101	Educational Psychology	2
OE1 101	Philosophy of Education and Teaching	2
OE1 102	History and Sociological Aspects in Education	2
OEI 101	Curriculum Development and Evaluation	2
OEM 201	Educational Management and Leadership	2
OEI 208A	Teaching Practice 1	1
OEI 208B	Teaching Practice 2	1
	Teaching Methods Course	2
SUB-TOTAL		14

COURSES FROM TEACHING SUBJECTS

Geography

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OGE 121	Background to Physical Resources	MJ* 2
OGE 122	Introduction to Human Geography	MJ 2
OGE 123	Introduction to Geographic Techniques	MJ* 2
OGE 225	Population and Development	MJ 2
OGE 229	Geography Field Practical	MJ* 2
OGE 326	The African Environment and Development	MJ 2

History

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OHI 131	Introduction to African History	MJ* 2
OHI 132	History of Tanzania to the Recent Past	MJ* 2
OHI 133	Theory and Practice in Africa History	MJ 2
OHI 134	The Political History of Zanzibar	MJ 2
OHI 135	Themes in African Pre-History	MJ* 2
OHI 231	History of East Africa to the Recent Past	MJ 2

English Language

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OLL 131	Introduction to Language and Linguistics	MJ* 2
OLL 132	English Structure	MJ* 2
OLL 235	Phonetics and Phonology	MJ 2
OLL 232	Morphology	MJ* 2
OLL 236	Applied Linguistics	MJ 2
OLL 233	Syntax	MJ 2

Literature in English

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>
OLT 131	Literary Theory And Criticism	MJ* 2
OLT 132	Studies In African Literatures	MJ* 2
OLT233	Oral Literature I	MJ 2
OLT 231	Literary Stylistics	MJ* 2
OLT 332	African American Literature	MJ 2

OLT 337	Creative Writing	MJ	2
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Kiswahili

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>	
OSW 131	Utangulizi wa Lugha na Isimu	MJ*	2
OSW 133	Fasihi ya Kiswahili Nadharia na Uhakiki	MJ*	2
OSW 231	Sarufi ya Kiswahili na Sintaksia	MJ*	2
OSW 232	Fonetiki na Fonolojia ya Kiswahili	MJ	2
OSW 233	Mofolojia ya Kiswahili	MJ	2
OSW 234	Fasihi Simulizi	MJ	2

Economics

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>	
OEC 131	Introduction to Microeconomics	MJ	2
OEC 132	Introduction to Macroeconomics	MJ	2
OEC 230	Intermédiaire Microeconomics	MJ	2
OEC 231	Intermédiaire Macroeconomics	MJ	2
OEC 133	Mathematics for Economics	MJ	2
OEC 234	Econometrics	MJ	2

Civics

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>	
OPA 103	Local Government Administration in Tanzania	MJ	2
OIR 101	Introduction to the study of politics	MJ	2
OIR 102	Political Thought	MJ	2
OPS 320	Democracy and Human Rights	MJ	3
ODS 101A	Concepts/Theories of Social Development	MJ	1
ODS 101C	Political and Social Development in Africa	MJ	1
OIR 302	Contemporary Issues in Global Politics	MJ	2

Religious Studies

<i>Course Code</i>	<i>Course Name</i>	<i>Unit</i>	
OPR 121	Introduction to Critical Thinking and Argumentation	MJ*	2
OPR 221	Philosophy of Religion	MJ*	2

Please Note: Social science education students are required to register in all courses indicated for respective subject specializations.

MJ* indicate courses for B.Ed students where the respective subject is a second teaching subject.

B. BACHELOR OF BUSINESS ADMINISTRATION WITH EDUCATION (B.BA-Ed)

The Bachelor of Business Administration with Education degree program prepares qualified individuals for teaching leadership skills and roles in the 21st century global marketplace. Such leader-educators will need to balance the goals of economic success with the constraints of greater social and environmental responsibility. Student-teachers are expected to learn to integrate changing human and information resources with continually developing technology, while nurturing the entrepreneurial spirit that has always been the key to successful business and management. With a view of developing business industry the student-teachers are expected to provide the teaching force that will educate the future business managers. The Course programme structure is as follows:

Course Code	Course Name	Unit
OEP 101	Educational Psychology	2
OEF 101	Philosophy of Education and Teaching	2
OEF 102	History and Sociological Aspects in Education	2
OEI 101	Curriculum Development and Evaluation	2
OEM 201	Educational Management and Leadership	2
OEI 208A	Teaching Practice 1	1
OEI 208B	Teaching Practice 2	1
	Teaching Methods Course	2
SUB-TOTAL		14

**COURSES FROM TEACHING SUBJECTS
BOOK KEEPING/ACCOUNTANCY**

Course Code	Course Title		Units
OAF 112	Business Mathematics and Statistics	MJ	2
OAF 111	Principles of Accounting	MJ*	2
OAF 211	Intermediate Accounting	MJ*	2
OAF 221	Management and Cost Accounting	MJ*	2
OAF 311	Advanced Accounting	MJ	2
OAF 312	Auditing	MJ	2
	Total number of units		12

COMMERCE

Course Code	Course Title		Units
OAF 112	Business Mathematics and Statistics	MJ	2
OAF 121	Finance I	MJ	2
OME 212	Business Environment and Strategies	MJ*	2
OME 213	Principles of Economics	MJ*	2
OLG 222	Business Law and Ethics	MJ	2
OME 312	Entrepreneurship and Business Planning	MJ*	2
	Total number of units		12

Please Note:

Business education students are required to register in all courses indicated for respective subject specializations.

MJ* indicates courses for B.Ed students where the respective subject is a second teaching subject

SECTION THREE

Non-degree Programmes

FED offers the following certificate and Diploma programmes:

- Certificate in Early Childhood Care and Education
- Diploma in Early Childhood Care and Education

Entry Qualification for Non-degree Programmes

Entry qualifications for Certificate in Early Childhood Care and Education (CECCE)

The entry requirement for the Certificate in Early childhood Care and Education is EITHER an Ordinary Level School Certificate (or equivalent) with at least five (5) pass OR an Ordinary Level School Certificate with at least two years of working experience in the early childhood care and education centres.

Entry qualifications for Diploma in Early Childhood Care and Education

Entry requirement will be 5 passes at O-level or its equivalent plus at least 2 years of relevant professional experience, Or A Certificate in Early Childhood care and Education or At least 1 principal pass and 1 subsidiary at A-level, Or A two-year Diploma or a Degree in any relevant field including Education and social work.

Certificate in Early Childhood Care and Education (CECCE)

The Certificate in Early Childhood Care and Education (CECCE) course is designed to meet the need to formally focus our quality development on the period of early childhood in order to bridge the gap between ECCE and post ECCE aiming at building a stronger foundation for formal education in the country. To achieve this objective, well-supported and realistically planned programmes must be in place. In light of all this OUT established a course in Early Childhood Care and Education (ECCE). It is a one year course.

Early Childhood has been recognized as a crucial stage in human development as it forms the foundation of subsequent development. The purpose of this certificate programme is to equip teachers-cum-care givers with knowledge and skills with which to render standard services in areas of ECCE.

Programme structure

CODE	COURSE TITLE	UNITS
OCE 001	Introduction to Early Childhood Education	1
OCE 002	Introduction to Child Development	1
OCE 003	Teaching Methods and Material Development for Young Children	1
OCE 004	Children with Special needs in Early Childhood Education	1
OCE 005	Health, Safety and Nutrition	1
OCE 006	Play and Learning in Early years	1
OCE 007	Organising and Managing an Early childhood Care & Education Centre	1
OCE 008	Teaching Mathematics & Science in early childhood education	1
OCE 009	Teaching Handicraft, Art and Sports in early childhood Education	1
OCE 010	Teaching Language & Literacy in Early Childhood Education	1
OCE 011	Field Practicum	1
Total Units		12

Diploma in Early Childhood Care and Education (DECCE)

Diploma in Early Childhood Care and Education (DECCE) is a two years programme. It is designed for teachers and persons who are dealing with children at day care or kindergarten are not trained specifically for work in this area. Also there has been an increase in the number of schools and day care centres that accept children less than 8 years of age.

Course Structure

YEAR 1		
CODE	Course Title	UNITS
ODE 010	Child Growth and Development	1
OCE 003	Teaching Methods and Material Development for Young Children	1
ODE 012	Curriculum Development in Early Childhood Education	1
ODE 013	Family, Child Care and Nutrition	1
ODE 014	Historical and Philosophical Foundations of Early Childhood Development	1
ODE 015	Language and Literacy in Early Childhood	1
ODE 016	Science and Mathematics in Early Childhood Development	1
ODE 017	Music, Movement and Drama	1
	Total	8
YEAR 2		
CODE	Course Title	UNITS
ODE 018	Psychology of Human Development and Learning	1
ODE 019	Contemporary issues in Early Childhood Development	1
ODE 020	Health and Physical Education in Early Childhood Development	1
ODE 021	Administration and Management of ECD	1
ODE 022	Research, Monitoring and Evaluation in Early Childhood Development	1
ODE 023	Children with Special Needs in Early Childhood	1
ODE 024	Practicum (cumulative)	1
	Total	8
Grand total for diploma course is 16 units		

SECTION FOUR

General Fee Structure

All undergraduate students will pay all their fees according to the new rates approved by Council. They must note the following.

- (a) Fees will be levied according to the number of units of study selected. For example, it will cost Tsh 60,000/= for one unit course taken theoretically or Tsh 100,000/= for a one unit practical course. If the subject has two units, then the fee to be paid is Tsh 120,000/= for theoretical subject or Tshs. 200,000/= for practical/field course. Similarly, you can calculate the fee for a three unit course.

(b) Bank Accounts

Table 1: Bank Accounts for Various Student Fees

Type of Payment	Bank	Account No.
Tuition fees (local) Tuition fees (local)	NBC, Corporate NMB, Bank House	011103002558 2011100105
Registration, ID and Examination fees	As above	As above
Tuition fees (foreign)	NBC, Corporate Branch	011105000670
Tuition, Registration, ID and Examination fees, Foreign Students (foreign)	NBC Corporate Branch SWIFT CODE: NLCBTZTX P. O. BOX 9062 DSM, Tanzania	011105000670
RWANDA based students	KCB Bank, Kigali Branch Swift code: KCBLRWRW	4401310896
Student Union fees	NMB, Msasani Branch	22610006685

(c) General Fees for Non Degree Students

Table 2a: General Fees for Non-Degree Programmes

NO	Item	Local TZ SHS	EAC/SADC (USD)	Non-SADC/EAC (USD)
1	Registration Fees	30,000	30	30

2	Examination fees paid per paper (Test & Exam)	10,000	20	40
3	Student Organization fees (annually)	20,000	20	20
4	Student Identity card	20,000	20	20
5	Quality Assurance Fee (annually)	20,000	20	40

Table 2b: Tuition Fees per Unit (or per 10 credits) For Non Degree courses

S/N	Item	Local (TSh)	EAC/SADC (USD)	NonSADC (USD)
1	Theoretical course by distance mode	40,000	40	80
2	Theoretical Course by Face to face	90,000	60	120
3	Field Practice	100,000	70	140
4	Teaching practice	100,000	70	140
5	Science Laboratory	150,000	100	240
6	Project/dissertation	100,000	70	140

General Fees for Undergraduate Degree Students

NO	Item	Local TZ SHS	EAC/SADC (USD)	Non-SADC/EAC (USD)
1	Registration Fees	30,000	30	30
2	Examination fees paid per paper (Test & Exam)	10,000	20	40
3	Student Organization fees (annually)	20,000	20	20
4	Student Identity card	20,000	20	20
5	Quality Assurance Fee (annually)	20,000	20	40

Table 3b: Tuition Fees per Unit (or per 10 credits) for Bachelor Degree Programmes

S/N	Item	Local (TSh)	EAC/SADC (USD)	NonSADC (USD)
1	Theoretical course by distance mode	60,000	40	80

2	Theoretical Course by Face to face	90,000	60	120
3	Field Practice	100,000	70	140
4	Teaching practice	100,000	70	140
5	Science Laboratory	150,000	100	240
6	Project/dissertation	100,000	70	140

Students should make sure that they obtain receipts for all payments made from our Regional Centre Offices. A part from total Fees paid to the University, students or their sponsors have to incur the following additional expenses (indicative only):

Table 4: Other Student Direct Costs

Purchase of books & Stationery	250,000 (US \$ 250)
Science and Geography Practical	260,000 (US \$ 260)
Research paper	750,000 (US \$ 750)
Teaching Practice	150,000 (US \$ 150)
Attending Tests & Examinations	450,000 (US \$ 450)
Total	1,860,000 (US \$ 1860)



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