

**THE OPEN UNIVERSITY OF TANZANIA**  
**OFFICE OF THE DEPUTY VICE CHANCELLOR (ACADEMIC)**  
*Directorate of Undergraduate Studies*

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**ENTRY REQUIREMENT INTO NON DEGREE PROGRAMMES**  
**ISSUED AUGUST 2020**

SN	Programme	Admission Requirements	Programme Duration in years
1	<b>FOUNDATION PROGRAMME (OFP)</b>	<p>This is a pre-university entry programme offered by the Institute of Continuing Education to suit requirement of various degree programs.</p> <p>Entry Requirements:-</p> <ul style="list-style-type: none"> <li>i) Advanced Certificate of Secondary Education Examination (ACSE) with at least 1.5 points from TWO subjects; with not less than four passes at O level obtained prior to the ACSE. OR</li> <li>ii) An Ordinary Diploma from a recognized institution with a GPA of at least 2.0 OR</li> <li>iii) NTA Level 5 or Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not counted</li> </ul>	1
2	<b>DIPLOMA IN EARLY CHILDHOOD</b>	<ul style="list-style-type: none"> <li>i) Grade A teaching Certificate or Basic Certificate in Teaching NTA level 4 PLUS at least 4 passes in Certificate of Secondary Education with <b>division three</b>, OR</li> <li>ii) Certificate in Early Childhood Education with an average pass of not less than B grade PLUS at least 4 passes in Certificate of Secondary Education with <b>division three</b>.</li> <li>iii) Admission into this programme is open <b>for IN-SERVICE TEACHERS only</b>.</li> </ul>	2
3	<b>COMMON WEALTH YOUTH PROGRAMME DIPLOMA IN YOUTH DEVELOPMENT WORK</b>	<ul style="list-style-type: none"> <li>i) Advanced Certificate of Secondary Education with a minimum of one principal pass with not less than four passes at O level OR</li> <li>ii) Basic Certificate in Youth Work or any relevant field from a recognized Institution with Certificate of Secondary Education with at least 4 passes OR</li> <li>iii) NTA Level 5 or Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not counted</li> </ul>	2

4	<b>DIPLOMA IN PRIMARY TEACHER EDUCATION</b>	<ul style="list-style-type: none"> <li>i) At least Grade A teaching Certificate or Basic Certificate in Teaching NTA 4 with not less than four passes at O level Or</li> <li>ii) Certificate in Early Childhood Education with an average pass of not less than B grade PLUS at least 4 passes in Certificate of Secondary Education.</li> <li>iii) Admission to this programme is open for candidates who are IN-SERVICE TEACHERS only.</li> </ul>	2
5	<b>5. DIPLOMA IN COMPUTER SCIENCE NTA LEVEL</b>	<ul style="list-style-type: none"> <li>i) NTA Level 4 Certificate in Information Technology, Information and Communication Technology (ICT), Computer Science, Computing, Computer Engineering, Information Systems, Information Systems Security Management, Data Management, Telecommunication, Business Information Technology (BIT), Computer Studies, Information Systems and Network Technology or Electronics Engineering with Certificate of secondary education examination with at least four passes OR</li> <li>ii) NTA Level 5 in Information Technology, Information and Communication Technology (ICT), Computer Science, Computing, Computer Engineering, Information Systems, Information Systems Security Management, Data Management, Telecommunication, Business Information Technology (BIT), Computer Studies, Information Systems and Network Technology or Electronics Engineering with Certificate of secondary education examination with at least four passes OR</li> <li>iii) Advanced Certificate of Secondary Education Examination (ACSE) with at least one principle pass OR</li> <li>iv) Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not counted</li> </ul>	2
6	<b>DIPLOMA IN LIBRARY AND INFORMATION STUDIES</b>	<ul style="list-style-type: none"> <li>i) Advanced Certificate of Secondary Education with a minimum of one principal pass with not less than four passes at O level OR</li> <li>ii) Basic Certificate in Library and Information Studies (NTA level 4) or any relevant field from a recognized Institution with Certificate of Secondary Education with at least 4 passes OR</li> <li>iii) Certificate in Library and Information Studies (NTA level 5) or any relevant field from a recognized Institution with Certificate of Secondary Education with at least 4 passes OR</li> <li>iv) Relevant professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not counted</li> </ul>	2

7	<b>DIPLOMA IN BUSINESS ADMINISTRATION (NTA LEVEL 6)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes with a minimum of D in mathematics and Basic Certificate in Business Administration (NTA Level 4)OR</li> <li>ii) Certificate in Business Administration (NTA level 5) or other business related field from any recognized institution with not less than four passes at O level OR</li> <li>iii) Advance certificate of secondary Education with at least one principle pass with not less than four passes at O level Or</li> <li>iv) Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not counted</li> </ul>	2
8	<b>DIPLOMA IN ACCOUNTANCY (NTA LEVEL 6)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes with a minimum of D in mathematics and Basic Certificate in Business Administration (NTA Level 4) OR</li> <li>ii) Certificate in Business Administration (NTA level 5 or other business related field from any recognized institution OR</li> <li>iii) Advance certificate of secondary Education with at least one principle pass or three subsidiaries OR</li> <li>iv) Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not Counted</li> </ul>	2
9	<b>DIPLOMA IN PROCUREMENT AND SUPPLY (NTA LEVEL 6)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes AND Basic Certificate in procurement and supply (NTA Level 4) OR</li> <li>ii) Technician Certificate in procurement and (NTA level 5) or other business related field from any recognized institution with not less than four passes at O level OR</li> <li>iii) Advance certificate of secondary Education with at least one principle pass with not less than four passes at O level or</li> <li>iv) Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not Counted</li> </ul>	2
10	<b>DIPLOMA IN SOCIAL WORK</b>	<ul style="list-style-type: none"> <li>i) Holders of Advanced Certificate of Secondary Education (ACSE) with at least one principal pass and with not less than four passes at O level OR</li> <li>ii) NTA level 4 certificate in social work with not less than four passes at O level; OR</li> <li>iii) Technician certificate (NTA Level 5) in social work related disciplines including Community Development, Nursing, Gender, Child Protection, Community Work, Counseling, Youth Work, Law, Psychology,</li> </ul>	2

		iv)	Possession of Basic technician certificate (NTA Level 4) in Community Health.	
11	<b>TECHNICAL CERTIFICATE IN PROCUREMENT AND SUPPLY (NTA LEVEL 5)</b>	i) ii)	Certificate of Secondary Education with at least 4 passes and Certificate in procurement and supply (NTA Level 4) OR Advance certificate of secondary Education with at least one principle pass or three subsidiaries	1
12	<b>TECHNICIAN CERTIFICATE IN COMPUTER SCIENCE (NTA LEVEL 5)</b>	i) ii) iii)	Certificate of secondary education examination with at least four passes Plus Basic Certificate in Information Technology, Information and Communication Technology (ICT), Computer Science, Computing, Computer Engineering, Information Systems, Information Systems Security Management, Data Management, Telecommunication, Business Information Technology (BIT), Computer Studies, Information Systems and Network Technology or Electronics Engineering with GPA 2.0 and above. OR Advanced Certificate of Secondary Education with a minimum of one principal pass with not less than four passes at O level or Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not counted	1
13	<b>CERTIFICATE IN YOUTH WORK</b>	i) ii)	Certificate of Secondary Education with at least 4 passes OR National Vocational Award (NVA) Level 3.	1
14	<b>CERTIFICATE IN LIBRARY AND INFORMATION</b>	i) ii)	Certificate of Secondary Education with at least 4 passes OR National Vocational Award (NVA) Level 3 in related field.	1
15	<b>CERTIFICATE IN EARLY CHILDHOOD EDUCATION</b>	i) ii)	Certificate of Secondary Education of DIVISION THREE with at least 4 passes OR Admission into this programme is open for IN-SERVICE TEACHERS only	1
16	<b>BASIC CERTIFICATE IN COMPUTING AND INFORMATION TECHNOLOGY (NTA LEVEL 4)</b>	i) ii)	Certificate of Secondary Education with at least 4 passes OR National Vocational Award (NVA) Level 3 in Information Technology related field.	1
17	<b>CERTIFICATE IN HAIRDRESSING AND BEAUTY THERAPY</b>	i) ii)	Certificate of Secondary Education with at least 4 passes OR National Vocational Award (NVA) Level 3 in Hairdressing and Beauty Therapy, Cosmetology or related field	1

18	<b>BASIC CERTIFICATE IN BUSINESS ADMINISTRATION (NTA LEVEL 4)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes with a minimum of D in mathematics OR</li> <li>ii) National Vocational Award (NVA Level 3) in any field from an institution recognized by VETA</li> </ul>	1
19	<b>CERTIFICATE IN BUSINESS ADMINISTRATION (NTA LEVEL 5)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes with a minimum of D in mathematics and Certificate in Business Administration (NTA Level 4) OR</li> <li>ii) Advance certificate of secondary Education with at least one principle pass or three subsidiaries</li> </ul>	1
20	<b>BASIC CERTIFICATE IN PROCUREMENT AND SUPPLY (NTA LEVEL 4)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes OR</li> <li>ii) National Vocational Award (NVA Level 3) in any field from an institution recognized by VETA</li> </ul>	1
21	<b>BASIC CERTIFICATE IN ACCOUNTANCY (NTA LEVEL 4)</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes with a minimum of D in mathematics OR</li> <li>ii) National Vocational Award (NVA Level 3) in any field from an institution recognized by VETA</li> </ul>	1
22	<b>BASIC CERTIFICATE IN SOCIAL WORK</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes OR</li> <li>ii) National Vocational Award (NVA Level 3) in any field from an institution recognized by VETA</li> </ul>	
23	<b>BASIC CERTIFICATE IN ENTREPRENEURSHIP</b>	<ul style="list-style-type: none"> <li>i) Certificate of Secondary Education with at least 4 passes OR</li> <li>ii) National Vocational Award (NVA Level 3) in any field from an institution recognized by VETA OR</li> <li>iii) Diploma, bachelor or higher degree in any field</li> </ul>	

For more details please contact:-

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