

THE OPEN UNIVERSITY OF TANZANIA
FACULTY OF BUSINESS MANAGEMENT

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Dar es Salaam,

TANZANIA

TO: FACULTY OF BUSINESS MANAGEMENT (FBM) STUDENTS
FROM: DEAN FACULTY OF BUSINESS MANAGEMENT

REF: FBM FIELD ATTACHMENT INFORMATION 2020/2021

FBM Students who expect to participate in Field Practical for 2020/2021 academic year are hereby informed that field practical will take place between 18th January 2021 and 21st April 2021. Therefore, Certificate, Second and third-year Diploma and Bachelor students who intend to conduct field practical in 2020/2021 are required to register the field practical course at their respective regional centre, pay the required field practical fees amounting **Tshs 200,000** and provide the following information to their DRCs before 30th November 2020.

- i. Name, Registration Number and Program of study**
- ii. Name of the Field practical Organization/Institution**
- iii. Address and physical location of the agency**
- iv. Student's e-mail and telephone number(s)**

REMEMBER THAT FAILURE TO REGISTER AND PAY, YOU WILL NOT BE ASSESSED

Further instructions:

Please collect the following documents from your respective DRC after you have fully registered and paid for the field practical:

1. Field placement introduction letter
2. Field Practical Log Book
3. Field Practical report format
4. Field Practical Form 1 & 2

I also kindly request the DRCs to compile the list of registered students who have paid for field practical and send the list to dfbm@out.ac.tz and copy to francis.william@out.ac.tz and denis.kawishe@out.ac.tz by 20th December 2020.

Joseph Magali
Dean Faculty of business management
24th August 2020