

# THE OPEN UNIVERSITY OF TANZANIA

## DIRECTORATE OF EXAMINATIONS SYNDICATE

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## NOTIFICATION FOR JUNE 2021 WRITTEN EXAMINATIONS

### PROCEDURES FOR REGISTRATION

This is to inform all students that, the University has scheduled **Special Main Timed Test (S-MTT)** and **Final/Annual Examinations (AE)** for **15 days** from **07<sup>th</sup> to 25<sup>th</sup> June 2021** to be conducted in all OUT Regional/Coordination and approved district-based examination centers.

#### Important Dates and Facts

**1. Examination Centers:** Exams will take place in:

- ) all OUT Regional and Coordination centers including Kahama and Tunduru.
- ) the following District Exam Centers provided there is at least 40 candidates:  
*Manyoni, Mafia, Ikwiriri, Karagwe, Biharamulo, Ngara, Tukuyu, Kyela, Mbinga, Mwangi, Korogwe, Lushoto, Mbulu, Longido, Loliondo, Kiteto, Karatu, Mpwapwa, Kondoa, Nzega, Urambo, Kasulu, Kibondo, Serengeti, Mafinga, Makete, Ludewa, Masasi, Chato, Nyang'wale, Ifakara, Ukerewe, Magu, Nkasi, Inyonga, and Kilwa.*

**2. Examination Days:**

- ) Session Length is **15 working days** from **07<sup>th</sup> June 2021 to 25<sup>th</sup> June 2021**.
- ) **S-MTT** duration is **7 days** from **07<sup>th</sup> to 15<sup>th</sup> June 2021**
- ) **AE** duration is **8 days** from **16<sup>th</sup> to 25<sup>th</sup> June 2021**

**3. Exam Registration Mode** is ONLINE from **03<sup>rd</sup> May to 31<sup>st</sup> May 2021**

**4. Examination Registration Link:** <http://des.out.ac.tz> or <http://www.out.ac.tz>

**5. Examination Fee:** Exam fee for each registered exam is **TZS 10,000/=** for Undergraduate and Non-Degree students and **TZS 20,000/=** for Postgraduate students.

**6. Payment Mode:** All payments **MUST** be completed using **GePG Control Number**. Strictly **No CASH** payments will be accepted.

## Registration Procedures

Along with the Conditions and Regulations stipulated in the **University Prospectus of 2020/2021**, students should meet the following specific conditions for their registrations to be successful:

1. A student applying for **Special Main Timed Test (S-MTT) and Annual Examination (AE)** of a given course unit should have **(i) Registered** for the course for this Academic Year (2020/2021) **(ii) Paid FULL FEES** as indicated in **SARIS Invoice Printout (SIP)**.
2. Upon exam registration, a successful applicant will be provided with **Examination Hall Ticket (EHT)** bearing student's basic **personal information, examination center**, and a list of approved **tests and exams**.
3. Applicants are advised to apply for courses that do not clash in the timetables as no student will be allowed to sit for more than one exam in the same session.
4. Copies of **Evidence of Fees Payment, Saris Invoice Printout** and other required evidences must be attached with the **Examination Hall Ticket (EHT)** to be submitted by the student to the Director of the respective Regional Centre (DRC) for EHT endorsement. These items shall grant permission for one to enter the examination room, so keep them appropriately. An EHT will be valid only if endorsed by the respective DRC.
5. **PID Code Issuance: The Randomly Generated Permission Code ("PID Code")** is **automatically** and **self-generated** from SARIS by filling-in the **SIP Code**. The generated PID Code shall then be used as usual to register for examinations and print Examination Hall Ticket (EHT). The availability of EHT is instant upon completion of registration and confirmation by the respective student.
6. The **Online Course Registration System** is **OPEN** to meet the need of students who got their admission late and those who are yet to register for courses.
7. **Students with Admission of April 2021 Intake** will sit for their examinations in September/October 2021 session.
8. For further guidance, please contact our Regional Offices. International students are advised to get in touch with the office responsible for International Students (DLIA) by writing to [iso@out.ac.tz](mailto:iso@out.ac.tz).
9. Students are also advised to be attentive to the University's website for any updates regarding examination sessions.
10. As usual, the candidates are reminded to observe the Conditions and Regulations stipulated in the **University Prospectus of 2020/2021**.

**Dr. Said Ally**  
**Director of Examinations Syndicate**  
**The Open University of Tanzania**