

THE OPEN UNIVERSITY OF TANZANIA

OFFICE OF DEPUTY VICE CHANCELLOR ACADEMIC

UNIVERSITY TEACHING AND LEARNING SERVICES UNIT

BRIEF GUIDE TO NEW ADMITTED STUDENTS FOR 2021/2022 ACADEMIC YEAR

FREQUENTLY ASKED QUESTIONS

Dear New Students

Welcome to one of the leading Open and Distance Learning University in Africa, welcome to the Open University of Tanzania (OUT) and congratulations for securing your university place.

As we are waiting for the official opening and orientation of new academic year, some of you might be having various questions.

Below are some important questions and answers about OUT that may be helpful to you

Who we are?

We are currently a single public comprehensive and dedicated Open and Distance Learning (ODL) university in Tanzania and East Africa. In ODL, there is a physical distance between you and your university and learning is also flexible

How is teaching and Learning services delivered?

Education is delivered through a Blended mode which comprises of mostly online interactivity between lecturers and students with minimum contact (face to face) sessions

The online learning activities are embedded on the e-learning platform known as MOODLE which includes online discussion, online assignment, online seminar, online independent learning and online lecture etc, while the face to face sessions are mainly for field/laboratory/research/project work, teaching practice/tutorials etc.

For more information on teaching and learning obtain a copy on **BLENDED LEARNING AT OUT** from the university website at <http://www.out.ac.tz>

You will be constantly guided and informed on exact times and venues for each activity by responsible units.

How do courses run?

All courses run for one academic year, there is no semester system, dates for the current academic year shall effectively starts from November 2021 to June 2022. Make sure that you have university almanac that will guide you on important dates such as examinations, real time online teaching, science practicals, field work, teaching practice etc. Taught masters programs are conducted in trimester system.

For how long will I complete my study program?

Learning at OUT is flexible, so is based on the needs of individual learner; a learner controls what, where and how to learn. However all programs have been structured to enable you to complete your study as in conventional teaching setting eg. You can comfortably complete a bachelor degree within three years.

When real time online lectures will be delivered?

In this academic year OUT will offer real time online lectures for all courses using video conference based on Zoom cloud meeting application, you are encouraged to observe a teaching time table provided and join the online classes where you will have opportunity to interact with your lecturer and fellow students.

Do I need to attend physical classes?

As stated above, OUT is a distance education university, which means that you study at a distance. We do not offer physical classes, but it is possible to offer some tutorial and evening classes for some programmes, this will be arranged and communicated to you by the respective teaching unit

How ICT proficient do I need to be?

In order to pursue studies at OUT, you will at least need to be knowledgeable in basic ICT skills (using the internet, reading and writing emails, word-processing etc). Developing your IT skills is part of the transferable skills you will learn while studying at this university

During orientation you will be introduced to some basic ICT skills that will facilitate your learning process

Furthermore, as a student of the university you need to have any type of **computer, tablet or smart phone** to aid your learning. However in case you don't have these facilities or access to the Internet, you will be able to use **university computing facilities** available in our regional centres where you will have free access to internet connection including wireless internet accessed through Wi-Fi connection.

Is orientation important to me?

Orientation is mandatory to all students. You will be informed on exact dates and venue in due course by the relevant offices. Attending orientation is **MUST** to all students where you will be acquainted with some very important information and training that will facilitate your learning here at OUT, particularly you will be oriented on our **Learning Management System (LMS), ZOOM cloud application, Online Library, Study Skills and online course and examination registration.**

Where can I get help in relation to my course or programme?

For all academic issues, please contact first the respective course instructor or course leader or head of department. Their contact details are found in all regional offices.

How is assessment done?

Throughout your study, you will be required to accomplish two types of assessments; Formative (continuous) and Summative (Final examination). You will be guided on when and how these assessments are carried out

Are study awards from OUT similar with those provided in conventional universities?

YES, OUT is accredited higher learning institution by Tanzania Commission for Universities (TCU), her programs are also recognized nationally and internationally in similar way with any other competent traditional universities.

Does OUT provide hostels facilities?

As a distance learning institution students normally learn from their homes, so OUT does not provide hostel facilities. However students who wish to reside in hostel may contact private providers.

Are OUT students also eligible for getting loan from Higher Education Student's loans Board (HESLB)?

Yes, provided you meet all the eligibility criteria set by HESLB

What should I do now before the commencement of academic year in November?

Contact you're nearest OUT regional centre for further guidance also to collect your admission letter and obtain the university almanac for 2021/22 academic year. International students are advised to contact the Directorate of Links and International Affairs (DLIA) for assistance.

Finally, once again congratulation for joining our reputable university and I wish you every success

Sincerely yours

Dr. Lawi Yohana

UNIVERSITY TEACHING AND LEARNING SERVICES UNIT COORDINATOR

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