

# THE OPEN UNIVERSITY OF TANZANIA



**FACULTY OF ARTS AND SOCIAL  
SCIENCES**

**HANDBOOK**

**2023/2024**

## **CONTACTS INFORMATION**

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## **VISION**

To be a leading open and online University in knowledge creation and application.

## **MISSION**

To persistently provide relevant, quality, flexible, accessible, and affordable open online education, research, and services to community for socio-economic development of Tanzania and the rest of the world

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## MESSAGE FROM THE DEAN

### Dear FASS students,

It is my pleasure to have this opportunity to welcome you all to the Faculty of Arts and Social Sciences for this new academic year 2023/2024. I thank you all, new students, for choosing to study at The Open University of Tanzania and specifically the faculty of arts and Social Sciences. Let me assure you that your choice will be rewarded as planned. It is also my hope that continuing students have enjoyed their studies in the just ended academic year and are ready to enroll for yet another year in their academic life with our faculty.



The Faculty of Arts and Social Sciences is the largest of the five faculties at The Open University of Tanzania. The faculty offers a wide range of courses and course combinations at both undergraduate and postgraduate levels. The faculty has six academic departments. At the undergraduate level, we currently offer 16 programmes through Open and Distance Learning (ODL) mode of delivery.

To qualify for the award of a degree, a student is normally required to complete a minimum of between 36 and 40 course units, depending on specific programme requirements. Further details about our programmes are available in the OUT Prospectus and FASS website: [http://www.out.ac.tz/images/news\\_events/Prospectus](http://www.out.ac.tz/images/news_events/Prospectus) and FASS website: <https://www.out.ac.tz/fass/>.

All undergraduate programmes are delivered by Open and Distance Learning (ODL) mode. Teaching and learning is done through the Blended Mode using e-learning platform (MOODLE). Each course is divided into six knowledge areas. Specific knowledge area contains notes, PowerPoint presentation, video, important references and review questions. A knowledge area is taught for one month, i.e., two weeks for reading the available materials and two weeks for discussion in Moodle and submission of assignments. Starting this academic year, lectures through Zoom will be done for each knowledge area in the Moodle platform. Teaching timetable will be available through your Moodle platform. You are all encouraged to participate effectively in Moodle to enhance your Learning. Other Support services include compact discs (CDs), internet in some centres, library services and other teaching/learning media. Students should visit the OUT-library website: <http://www.out.ac.tz/library/> for online academic resources.

## **Dear Students**

In the spirit of blending theoretical knowledge and practical training, students in the second and third year in journalism and mass communication, sociology and social work, political science and public administration, geography, tourism and hospitality service, history, philosophy and library services undertake field practical's/field attachment.

Continuing students are advised to contact respective heads of department and the FASS Handbook 2023/2024 for more details on modality, duration and fees requirements.

## **Dear students,**

Under normal circumstances, a student is expected to sit for examinations, present in seminars and participate in the Modular Object-Oriented Dynamic Learning Environment (MOODLE) platform. Examinations are normally held in January/February and May/June. However, with open and distance mode, students enjoy quite maximum flexibility regarding sitting for their examination sessions. If it happens, for example, that a student fails to sit for the said sessions, they may be given On Demand Examination (ODEX). This is a flexible mode of examination which individual students request whenever they feel ready for a particular examination. These types of examinations are not strictly scheduled because they are supposed to be 'open' in the sense that they will be taken whenever a candidate is ready for such an examination. Currently they are conducted in September of each year, but later will be requested any time by individual students. Such examinations attract an extra fee determined by the University from time to time.

## **Dear students,**

You have chosen to study through Open and Distance Learning (ODL) mode, and you therefore need to abide by values and norms embedded in it. The key norms in an ODL mode of learning are self- discipline, commitment, determination and time management. Students are advised to set specific time for studies and attach themselves to a particular study group.

Communication is an important tool that facilitates effective learning and teaching in ODL system. It is highly advised to communicate to course instructors through e-mail by using official student email accounts that will be given to students by directors of respective regional centers. Telephone calls may be used when it is only necessary. The instructor is supposed to

respond to a message in three days' time. If s/he fails a student can send him/her a reminder and wait for another three days. If one gets no response even after a reminder, then s/he can call. The Dean will be closely monitoring the student-instructor interactions to see how active they are and intervene if a need arises. At departmental level, WhatsApp groups have been established for each programme to enhance communication and learning.

I encourage all students to access the FASS website. The website contains all the important information about the faculty and its programmes which may not easily be found in the general OUT prospectus. Our faculty website is accessible at: <https://www.out.ac.tz/fass/>

Lastly, I wish you all a successful academic year.



**Dr. Dunlop Ochieng**

Dean, Faculty of Arts and Social Sciences

## **1.0 GENERAL ADMINISTRATION ACTIVITIES**

### **1.1 Admission and Registration**

Admission to undergraduate and non-degree programmes is subject to satisfying the stipulated General University and Programme Admission Requirements as provided under The Open University of Tanzania (OUT) Prospectus.

### **1.2 Registration**

#### **1.2.1 Requirement for Registration**

Newly admitted local students are required to pay Tshs. 210,000/= or its equivalent for international students prior to registration. The payment shall be made using control numbers generated from the student's application account used to apply for studies at the OUT. E.g., S5431/0004/2018 and password 123456, then click control number. A student may also obtain control numbers from any nearest OUT regional centres. Upon the payment, the student shall be given Student Academic Records Information System (SARIS) account by OUT officials to enable courses registration and learning.

#### **1.2.2 Procedures for Course Registration**

- Visit OUT website ([www.out.ac.tz](http://www.out.ac.tz))
- Log into the SARIS account by using the username and password given.
- Click the course registration icon to access courses and follow the guidelines provided in the registration system.
- Confirm the course/courses registered and print the invoice for paying the remaining fee balance.
- The SARIS account is also used for examination registration, accessing online academic materials in the MOODLE platform, accessing examination results and viewing payment status.
- A student may register for all first-year courses as per programme requirements or register for some of the courses depending on ability to study and pay for the courses.
- Adding and dropping courses is allowed during course registration.
- Any student failed to register for courses during the registration period shall not be able to access materials in the Moodle platform and is not eligible to sit for examinations.
- Dates for the course registration are provided in the OUT almanac
- The university reserves the right to close or extend the registration period.



### **1.2.3 Registered Student**

Newly admitted students shall be considered students at The Open University of Tanzania (officially) after paying the required initial fees and course registration.

### **1.2.4 Change of Study Programme**

- Registered students may change programmes provided that they have entry qualifications into a programme they wish to switch to.
- The application for changing programme shall be made online through Open University Online Application System (OAS) within the first two weeks of the registration period.
- A fee of Tshs. 30,000/- or its equivalent in foreign currency shall be paid for changing a programme by international students. The payment should be made using the control number issued at the OUT regional centres.

### **1.2.5 Postponement and Resumption of Studies**

- Application for the postponement of studies by students can be made within 14 days after the registration period. The postponement of studies shall be allowed after approval by the UGSC and Senate.
- The SARIS account of the student shall be closed during the postponement period
- A student who wishes to resume studies must request the university in writing.
- The request for the postponement and resumption of studies shall be addressed to DVC Academic under the first signature (ufs) of the Director of the OUT regional centre where the student resides.

### **1.2.6 De-registration from Studies After the Course registration**

- Permission to withdraw from studies after the course registration shall be allowed in exceptional circumstances such as illness, personal or academic problems, or other unforeseen circumstances deemed acceptable to the university.
- Applications must follow procedures for de-registration as provided under the OUT-prospectus of 2023/24 academic year.
- Withdrawal from studies should be endorsed by the Dean of the faculty and Director of Students Services and approved by the Undergraduate Studies Committee (UGSC) and the Senate,
- Withdrawal from studies should be made at the end of the academic year only.

### 1.2.7 Student's Identity

- Identity cards for registered students shall be issued by the OUT regional centre where the student registered during the registration period.
- No student shall be allowed to sit for the examination or receive other OUT services without the OUT student's identity card.

## 2.0 LEARNING AND TEACHING ACTIVITIES

### 2.1 Mode of delivery

The OUT follows an Open and online Learning model of teaching. The mode represents a philosophy that combines the principles of learner-centeredness, lifelong learning, flexibility of learning, removal of barriers to access to education, recognition of prior learning and provision of relevant learner support.

At OUT, education is delivered through a Blended mode which comprises mostly online interactivity between lecturers and students with minimum contact (face to face) sessions. The online learning activities are embedded on the Learning Management System (LMS) known as MOODLE which includes online discussion, online assignment, online seminar, online independent learning and online lecture, while the face-to-face sessions are mainly for field/laboratory/research/project work, teaching practice/tutorials as follows.

#### **Real time (live) online lectures**

OUT offers real time online lectures just as in any conventional university for all courses using video conference based on Zoom cloud meeting application, you are encouraged to observe a teaching timetable provided and join the online classes. The Zoom joining links will be accessed on your MOODLE account.

#### **Recorded Online lectures**

In this activity, lectures are recorded to video, audio or both then uploaded and made viewable on a MOODLE. The advantage is that, you may access online lectures posted on your designated websites anywhere in the world, at any time you wish, as long as you have an internet connection, but you can also view offline using OUT mobile App.

#### **Online discussion**

Online discussion is a collaborative tool to facilitate communication and knowledge construction. You can view content and contribute to an online

discussion any time or anywhere on your computer/tablet/smart phone with an internet connection or offline using OUT mobile App.

### **Online assignment**

Online assessment as any kind of assessment is used primarily to measure cognitive abilities, demonstrating what has been learned after a particular educational event has occurred, such as the end of an instructional unit or chapter. Online assignment is used to determine if learning is happening, to what extent and if changes need to be made for improvement of teaching and learning for both students and instructors.

### **Online independent study**

In ODL, it is assumed that people have the potential to learn continuously in real time by interacting with their environment. Thus, OUT have created a self-directed learning environment for you to discover your own strategies for learning, sharing your knowledge and understanding. Therefore, this student-centred learning approach requires you to make your own decisions and do most of the work. You will find the interactive learning material on your MOODLE account.

### **Field/practical/research work**

Practical work, which includes activities such as teaching practice, science practical, field work, research, project work etc. is an integral part of most programs offered by OUT. The practical work will allow you to learn through direct implementation of your future professional role in real workplace settings. It prepares you for meaningful and productive participation in industry, the workforce and the community.

### **Face to face sessions**

Face-to-face learning is an instructional method where course content and learning materials are delivered in person to students, this teaching approach is common in conventional universities. However, at OUT, being a distance learning institution, this teaching method has been mostly replaced by real time online lectures and real time online seminars which allows for a live interaction between a learner and an instructor, a student can get a lecture anywhere in the world. Nevertheless, in some programs a few face-to-face sessions have been retained particularly for non-degree programmes.

## **2.2 Units, practical, field attachment, project**

### **2.2.1 Units**

- Each programme has a required number of units for the student to qualify for graduation. The number of units assigned to a course indicates the study time associated with a course in a year.
- The contents of the units constitute the basic information that you must know, and therefore it should be studied systematically, lecture by lecture. The lectures are divided into six areas of knowledge.
- The main purpose of dividing the lectures into six knowledge areas is to help you understand the subject more easily.
- Each lecture includes some activities. The activities normally involve presenting you with a problem or a question to respond to, and where possible, answers or suggested answers are given for self-testing.
- It is necessary to work through the question thoroughly before checking on the solutions or answers. It is also recommended that you discuss your responses with your colleagues or the field lecturer.
- In case of challenges in understanding the subject, you may interact with a lecturer in question through Moodle platform or during the real-time lectures conducted through the online teleconference software known as Zoom.

### **2.3 Field attachment/Project**

- Students from faculty of Arts and Social Sciences studying Bachelor of Mass Communication, Journalism, and Bachelor of Arts in Public administration, Bachelor of Library Information Management, Social work, Sociology, and Geography programmes shall attend field attachment and write a report.

### **2.4 Attendance**

- Students are required to attend orientation, all scheduled zoom classes, field attachment, and face to face.

### **2.5 Examinations and Assessments**

- Examinations are administered by the Directorate of Teaching and Learning and Examination Services (DTLES) Students enrolled on an undergraduate degree programme are assessed by coursework and examinations.
- The course work includes online Moodle assignments and the Main Test, both constituting 30% of the marks.

- The Annual Examination done at the end of the academic year carries 70% of the marks.
- students who fail to sit for the annual examination shall be eligible to sit for the special examination or on-demand examination depending on the timetable issued by the DTLES
- Students should sit for all registered main tests and examinations.

## **2.6 Eligibility to Sit for Main Test and Annual Examinations**

- A student must pay the required tuition and examination fees.
- Must register for the examination four (4) weeks before the commencement of examination sessions.
- The student shall use the SARIS account to register for the examination.
- Only students registered for examinations shall be permitted to sit for the main test and the annual examination of the registered courses.
- Students are required to sit for examinations at the centres where they registered. In case of any emergency, the student may sit for the examination at any nearest OUT centre provided that they have a student ID and a hall ticket for the registered examinations.

## **2.7 Supplementary and Repeat of Examinations**

- A student who fails to obtain a pass mark of 40% for both coursework and annual examination shall be required to sit for the supplementary examination.
- A student who fails to clear the supplementary examination will be required to repeat the course by doing both the main test and the annual examination.
- A student repeating the examination is required to pay a new tuition and examination fee for that particular course.

## **2.8 Examination Regulations**

- Students are not allowed to sit for an examination if they have not registered for the examination in question or completed proper course or have not settled any fees due to the university.
- Students should read the examination timetable carefully and take note of the dates, times and venues of examinations.
- Students should arrive at the examination venue at least 30 minutes before the scheduled time of the examination. Once they enter the examination venue, they should sit according to the seating plan provided.

- Students will not be allowed to enter the examination venue after the first 30 minutes of the examination.
- Students are not allowed to leave the examination venue after they enter the examination venue during the first 30 minutes after the examination has started (except with the permission of the Chief Invigilator).
- Students should bring their Student ID Card and hall ticket and put them at the top right-hand corner of the desk throughout the examination. Students without any such identification may not be allowed to sit for the examination.
- Before entering the examination venue, students should make sure that unauthorized articles/items (e.g. books, manuscripts, notes, paper and all kinds of electronic/communication devices such as mobile phones, iPod, MP3 players, electronic dictionaries, databank watches) are taken out from their pockets and placed inside their bags. Mobile phones/electronic devices must be turned off.
- Once they have entered the examination venue, students should place their bags at a place directed by the Chief Invigilator.
- Students must not turn over the pages of the examination question paper and should not start working until they are instructed to do so.
- Students should remain silent once they enter the examination venue. They must not talk to each other or disturb other students. If they have questions, they should put up their hands and wait patiently for an invigilator.
- Students wish to leave the examination venue temporarily during an examination session should only leave with the invigilator's permission.
- Before a student leaves a venue, the invigilator has the right to check whether the student has placed any unauthorized articles/items in his/her pocket(s).
- Students completed their examination and wish to leave the venue early during an examination session should submit their booklet to the chief invigilator and sign the examination attendance and the master list.
- A student found to have committed an act of academic dishonesty such as plagiarism, submission of material(s) for assessment, which is not the student's own work, the use of fabricated or copied data shall receive zero marks for the course. In addition, the case will be submitted to the examination irregularity Committee for further action.

- Students found to have committed academic dishonesty may be suspended or discontinued from studies at the OUT. (see prospectus)
- Students have the sole responsibility to ensure that the examination regulations are observed and complied with. Students who are found to have breached any of the examination regulations will be subject to penalty or disqualification.

## 2.9 Assessment Grading System

- Letter grades are used to indicate the results of assessments. The number of grade points gained by a student in a particular course corresponds to the letter grade.
- Grade A (i.e., A) indicates that a student has an excellent performance in all Intended Learning Outcomes (ILOs) and a thorough mastery of the subject matter.
- Grade B (i.e., B+ and B) indicates that a student has a good performance in all ILOs and is competent in knowledge of the subject matter, or the student has an excellent performance in the majority of the ILOs and is competent in knowledge of the subject matter.
- Grade C (i.e., C) indicates that a student has a satisfactory performance in all ILOs and an acceptable level of knowledge of the course;
- Grade D indicates that a student has a satisfactory but does not allow him/her to proceed to more advanced work in the subject area.
- Grade E indicates unsatisfactory performance in the majority of the ILOs.
- Grade F indicates total fail

## 2.10 Grade Point Average (GPA)

- The Grade Point Average (GPA) is an important indicator of the academic standing of a student. It is obtained by adding all the grade points gained and dividing the sum by the number of attempted units.
- Students must obtain a passing grade in all courses required in the programme.

### Grading system for Diploma and certificates approved by NACTE

NACTE Grading System for Certificate & Diploma				
NACTE NTA Level	Score Range	Grade	Grade Point	Definition
NTA Level 4 & NTA Level 5	80-100	A	4	Excellent
	65-79	B	3	Good
	50-64	C	2	Pass
	40-49	D	1	Poor
	0-39	F	0	Failure
	-	I	0	Incomplete
	-	Q	0	Disqualification
NTA Level 6	75-100	A	5	Excellent
	65-74	B+	4	Very Good
	55-64	B	3	Good
	45-54	C	2	Average
	35-44	D	1	Poor
	0-34	F	0	Failure
	-	Q	0	Disqualification

### Grading system for Diploma and Certificates approved by TCU

TCU Grading System for Certificate & Diploma					
Marks (%)	80-100	65-79	50-64	40-49	0-39
Letter Grade	A	B	C	D	E
Grade Points	4.0-5.0	3.0-3.9	2.0-2.9	1.0-1.9	0-0.9
Remarks	Excellent	Good	Satisfactory	Poor	Failure

### Grading system for Bachelor's Degree programmes approved by TCU

Marks (%)	70-100	60-69	50-59	40-49	35-39	0-34
Letter Grade	A	B+	B	C	D	E
Grade Points	5	4	3	2	1	0
Remarks	Excellent	Very Good	Good	Satisfactory	Weak	Poor

#### 2.11 Academic Results

- Students' academic results are officially posted to students; SARIS accounts immediately after the marking is complete. Hence, candidates can promptly access their results through SARIS accounts.
- Students should report any missing or inaccuracy or inconsistency in the academic records immediately after the release of the results.
- The request for missing results should be made by email to the head of departments through directors of regional centres for easy follow up.



## **2.12 Course Exemption**

Students who graduated from the OUT-foundation programme and selected to study a degree programme at the OUT are exempted from taking OCP 100 and OFP 017. The grades obtained from OFP shall be automatically transferred to the degree programme.

Students who prefer instead to register for the undergraduate courses OFC 017 and OCP 100 should do online course registration and pay the required tuition and examination fees as prescribed in the SARIS invoice printout.

## **2.13 Graduation Requirements**

Students are approved for graduation by the Senate after fulfilling all the graduation requirements stipulated by the university. These requirements include general university requirements, programme requirements unit and grade point average requirements.

## **3.0 STUDENT SUPPORT SERVICES**

### **3.1 OUT Regional Resource Centers**

- Regional centres form a component of the administrative structure of The Open University of Tanzania. They are located in all regions of Tanzania, Mainland and Zanzibar.
- Roles of the regional centres include, but are not limited to, administrative activities such as application processes, issuing admission letters, registration, organizing orientation, examination venues, examination invigilation, tutoring and counselling, providing teaching and learning facilities, organizing public lectures, discussion groups, workshops and seminars and dissemination of information about The Open University of Tanzania programmes.

### **3.2 Institute of Education Information Management and Technology (IEMT)**

- The IEMT is the primary information technology provider for the OUT. Services provided by the IEMT include the maintenance of the University's Information technology network and website, email services, installation of hardware and software, supporting faculties and departments to maintain and use ICT equipment, maintaining an e-learning management system in enhancing academic activities, supervision of admission and registration system.
- The HQ and all regional centres are connected with free internet to facilitate teaching and learning activities.
- The IEMT conducts tailor-made training for students to improve ICT skills.

- All students are required to have IT gadgets such as smartphones and laptops.

### 3.3 Supplementary Reading Materials

In addition to the study units and essential reading texts, important books are recommended to students in each area of study. This enables students to see alternative views on the subject or to reinforce the information presented in the study units. Your attention should be drawn to the updates in materials and information.

#### 3.3.1 Library Facilities

- OUT Library Services comprises the main library at the head office at Kinondoni Dar es Salaam and mini libraries in the regional centres
- The library is a place for study and provides reading materials in both hard and soft copies to supplement your study materials.
- Membership and access to library services is open to all undergraduate students
- Library opens from Monday to Friday; from 08.45 a.m. to 9.00 p.m. Saturday 10.00 a.m. to 9.00 p.m. and Sundays and Public Holidays 10.00 a.m. to 2.00 for main library. For regional centres mini libraries, the time is 8.00 am to 4.00 pm.
- Services offered at the library include - e-library services, information literacy training, reading and studying facilities, leading books and other documents, reference services, newspapers and internet services.
- More details on how to access materials are provided in the Directorate speech.

#### 3.3.2 Information Service

- The university almanac lists all academic events and their schedules.
- Examination timetable
- Real-time zoom lectures timetable
- Client service charter

### 3.4 Students with special needs

- The OUT has a special unit for helping students with special needs. The unit is located at the head office, Kinondoni. Dar es salaam.
- The services offered include ICT literacy training, whereby students with special needs are facilitated to access study materials and communicate with each other.
- At the regional centres, OUT staff provide special services to special needs students

## 4.0 DEGREE PROGRAMMES ON OFFER

This part provides detailed programmes offered at each department as follows; -

### 4.1 Department of Economics and Community Development (ECED)

ECED is offering two undergraduate programs namely BA Economics (BA ECON) and Bachelor of Community Economic Development (BCED). It also offers Diploma and certificate in Monitoring & Evaluation.

#### 4.1.1 Bachelor of Arts in Economics (BA Econ)

The main objective of the BA ECON programme is to enable students to demonstrate and develop the ability to critically evaluate and apply theories and techniques of economics.

### BA Economics Programme Structure

A student is required to complete **36** units in order to qualify for a BA in Economics.

#### Level I

Code	Course Title	Status	Credits	Units
OEC 130	History of Economic Thought	Core	20	2
OEC 131	Introduction to Microeconomics	Core	20	2
OEC 132	Introduction to Macroeconomics	Core	20	2
OEC 133	Basic mathematics and statistics for Economists	Core	20	2
OEC 134	Social science Research methods	Core	20	2
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computers	Core	10	1
Total Units			120	12

#### Level II

Code	Course Title	Status	Credit	Units
OEC 230	Intermediate Microeconomics	Core	20	2
OEC 231	Intermediate Macroeconomics	Core	20	2
OEC 232	Development Economics	Core	20	2
OEC 233	Quantitative methods for Economists	Core	20	2
OEC 234	Econometrics	Core	20	2
OEC 235	Corporate Finance and Investments	Core	20	2
Total			120	12

### Level III

Code	Course Title	Status	Credit	Units
OEC 330	Monetary Economics	Core	20	2
OEC 331	International Economics	Core	20	2
OEC 332	Public Economics	Core	20	2
OEC 333	Industrial Economics	Core	20	2
OEC 334	Labour Economics	Core	20	2
OEC 335	Agricultural Economics	Core	20	2
<b>Total Units</b>			<b>120</b>	<b>12</b>

#### 4.1.2 Bachelor of Community Economic Development (BCED)

Community Economic Development (CED) is a participatory process by which communities initiate and generate their own solutions to economic problems. The participatory processes lead to positive concrete changes in communities through creating employment; stabilizing local economies; reducing poverty; contributing to the health of the natural environment; building local resources and capacities; and increasing community control. CED is understood in its widest sense as an emerging, diverse field of practice accompanied by analysis of the social-economic context. The BCED programme seeks to provide a unique opportunity to students who wish to develop their career in CED.

#### Programme structure

A student is required to complete **36 units** in order to qualify for a BCED degree award.

Code	Course	Status	Credits	Units
ODS 101A	Concepts/theories of development	Core	10	1
ODS101C	Political and Social development	Core	10	1
OEC 133	Mathematics and Statistics for Economists	Core	20	2
OFC 017	Communication skills	Core	10	1
OCF 100	Introduction to Computers	Core	10	1
CED 101	Principles of CED	Core	20	2
CED 102	Economics for CED	Core	20	2
CED 103	SMEs and Development	Core	20	2
	<b>Total</b>		<b>120</b>	<b>12</b>

### Level II

Code	Course title	Status	Credits	Units
CED 201	Microfinance Management	core	20	2
CED 202	Resource Mobilization and Management for CED Projects	Core	20	2

CED 203	Poverty Analysis and Intervention	Core	20	2
CED 204	Project Management	Core	20	2
CED 205	Organizational Management for CED organization	Core	20	2
	Total		100	10

### Level III

Code	Course title	Status	Credits	Units
OME 301	Project Monitoring and Evaluation	Core	20	2
CED 302	Community Needs Assessment	Core	20	2
CED 303	Sustainable Responses to Environmental problems	Core	20	2
CED 304	Development as a tool for Conflict Resolution	Core	20	2
CED 305	Rural Livelihoods and Sustainable Development	Elective	20	2
CED 306	Gender Issues in CED	Elective	20	2
	Total		120	12

### Elective courses

#### *Development studies electives*

Development Studies courses are taken by all University students as optional courses. Students in the Faculty of Arts and Social Sciences; Faculty of Education and Faculty of Law comprise the Humanities Bias group. However, students in the Faculty of Science, Technology and Environmental Studies constitute the Science bias group. Students can take either's 202A Society, Technology and Environment (for humanities bias group) or ODS 202B Environment, Technology and Development (for science bias Group). The course structure is as indicated below.

### Level One

Code	Title	Status	Credits	Units
ODS 101 B	Political Economy	Elective	10	1

### Level Two

Code	Title	Status	Credits	Units
ODS 202 B	Environment, Technology and Development (For Natural Sciences and Technology)	Elective	10	1

### 4.1.3 Diploma in Monitoring & Evaluation

The main objective of the Diploma in M&E programme is to provide skills for understanding M&E systems, effective leading and management of evaluation teams in conducting data collection fieldwork.

#### Semester I Modules

Code	Title	Class	Credit	Units
OEC011	Fundamentals of Result based project management	C	20	2
OEC012	M&E Principles and Approaches	C	20	2
OEC013	M&E Planning and Implementation	C	20	2
OFP020	Computer Skills	C	20	2
OEC014	Applied Mathematics for Project	C	20	2
			100	10

#### Semester II Modules

Code	Title	Class	Credits	Units
OEC021	Impact Evaluation Methods	C	20	2
OEC022	Field Protocol and report writing	C	20	2
OEC023	M&E in Public sector	C	20	2
OEC024	Evaluation Criteria and Techniques	C	20	2
OEC025	Value for Money in M&E	C	20	2
OEC026	M&E Data Management and Systems	C	20	2
OEC199	Field Practical Attachment	C	40	4
			160	16

**Key: F = Fundamental C = Core**

### Certificate in Monitoring and Evaluation

#### Semester I

Code	Course title	Status	credit	units
OEC 001	Introduction to Project Design and Management	Core	20	2
OEC 002	Monitoring and Evaluation Framework	Core	20	2
OEC 003	Social Science Research methods	Core	20	2
OEC 004	Basic Statistics for M&E	Core	20	2
	Total		80	8

#### Semester II

OEC 005	Field Work Management	Core	20	2
OEC 006	M&E Ethics and Gender Aspects	Elective	20	2
OFP 017	Communication skills	Core	20	2
OEC 099	M&E group Project	Core	40	4
	Total		10	10

## 4.2 Department of Linguistics and Literary Studies

The Department of Linguistics and Literary Studies deals exclusively with language-oriented courses. To accomplish this purpose, the department has the following bachelor programs: Bachelor of English Language and Linguistics (BA ELL), Bachelor of Kiswahili and Creative Studies (BA KISW)

### 4.2.1 Bachelor of Arts in English Language and Linguistics (BA ELL)

Candidates are required to take a total of 36 units.

**Level I: The candidate shall take all core courses and one elective, making a total of 12 units**

Code	Title	Status	Credit	Units
OLL 131	Introduction to Language and Linguistics	Core	20	2
OLL 132	English Structure	Core	20	2
OLL 133*	Introduction to Functional Grammar	Elective	20	2
OLL 134	Language in Contact	Elective	20	2
OLL 135	Language Acquisition Theories	Core	20	2
OLL 136	History and Development of English Language	Core	20	2
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
	Total		120	12

**Level II: The candidate shall take all core courses and one elective, making a total of 12 units**

Code	Title	Status	Credit	Units
OLL 231	Discourse Analysis	Elective	20	2
OLL 232	Morphology	core	20	2
OLL 233	Introduction to Syntax	Core	20	2
OLL 234	Historical and Comparative Linguistics	Elective	20	2
OLL 235	Phonetics and Phonology	Core	20	2
OLL 236	Applied Linguistics	Core	20	2
OLL 237	Translation Theory and Practice	Elective	20	2
OLL 238	Lexicography	Elective	20	2
	Total		120	12

**Level II: The candidate shall take all core courses and two electives, making a total of 12 units**

Code	Title	Status	Credit	Units
OLL 331	Contemporary Linguistics Theories	Core	20	2
OLL 332	Language and Gender	Elective	20	2
OLL 333	Social linguistics	Elective	20	2
OLL 334/234	Research Methodology	Core	20	2
OLT 335	Semantics and Pragmatics	Core	20	2

OLT 336	Advanced Syntax	Core	20	2
OLT 337	Research Project in linguistics	Elective	20	2
	Total		120	12

#### 4.2.2 Bachelor of Arts in Kiswahili and Creative Studies (BA KISW)

The Kiswahili and Creative Studies programme is divided into three levels: 100 series, 200 series and 300 series. At level 100 series the courses acquaint students with both the background and other major linguistics and literary theories and the application of these theories in critically analyzing Kiswahili language and literary works. The two remaining Levels (200 -300 series) of the programme provide instruction on a more advanced level in a broad range of core subjects and therefore enable a student to choose from a range of optional courses which might form the basis of specialization in their future career and studies. The programme is concluded by testing students' research skills. Those who scored B+ in research methodology (OSW 225) will be given an opportunity to demonstrate their acquaintance in research methods and methodology by registering OSW 336 Research Project in Kiswahili. All candidates are required to take at least 36 OUT units which is equivalent to 360 TCU credits, each unit covering content materials equivalent to thirty-five one-hour lecture materials.

#### Programme structure

##### Level I: The candidate shall take all core courses, making a total of 10 units

Codes	Title	Status	Credits	Units
OSW131	Introduction to language and linguistics	Core	20	2
OSW I32	History of Kiswahili and Dialect	Core	20	2
OSW133	Kiswahili Literature: Theories and Criticism	Core	20	2
OSW134	Theory and Practice of Translation	Elective	20	2
OCP 100	Introduction to Computer	Core	10	1
OFC 017	Communication Skills	Core	10	1
	Total		100	10

##### Level II: The candidate shall take all core courses and one elective making 14 units

Codes	Title	Status	Credit	Units
OSW 231	Kiswahili Grammar and Syntax	Core	20	2
OSW 232	Kiswahili Phonetics and Phonology	Core	20	2
OSW 233	Kiswahili Morphology	Core	20	2
OSW 234	Kiswahili Oral Literature	Core	20	2
OSW 235	Research Methods in Language Studies	Core	20	2
OSW 236	Kiswahili Semantics	Core	20	2
OSW 237	Creative Writing and Screen Writing	Elective	20	2
OSW 238	Lexicography	Elective	20	2



OSW 239	Comparative Literature 2	Elective	20	2
	Total		140	14

**Level III: The candidate shall take all core courses and 2 electives making a total of 12 units**

Codes	Title	Status	Credit	Units
OSW331	Kiswahili Novels	Core	20	2
OSW332	Kiswahili Drama	Core	20	2
OSW333	Kiswahili Poetry	Core	20	2
OSW334	Film Criticism	Core	20	2
OSW335	Sociolinguistics	Elective	20	2
OSW336	Research Project in Kiswahili	Elective	20	2
OSW337	Literary Stylistics in Kiswahili	Elective	20	2
	<b>Total</b>		<b>120</b>	<b>12</b>

#### **4.2.3 BA Education Programme**

The department of Linguistics and Literary Studies will continue to teach language related core courses selected by BA ED not exceeding 16 units at all 3 levels.

##### ***Linguistics***

**Level I:** Students taking Linguistics as a major subject must study all linguistics core courses from this level, whereas those who take the course as a minor subject should take OLT 131 and 132 only.

**Level II:** B.A Education taking linguistics as a minor subject may take three core courses from the second year list one of which must be OLT 233 and 232. B.A Education students majoring in linguistics must take all core courses in the second year list one of which must be OLT 233 and OLL 232

**Level III** B.A Education majors in linguistics must take ALL core courses in the third year. However, the project will be done by students whose performance was above a 'B' grade in the second year. Those who did not attain an average of 'B' in the second year will have to choose two units from any elective course in the third-year list.

BA Education taking literature as major subjects must take all literature core course at level I

**Level I**

Codes	Course Title	Status	Credit	Units
OLT 131	Literary Theory and Criticism	Core	20	2
OLT 132	Studies in African Literatures	Core	20	2
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
	<b>Total</b>		<b>60</b>	<b>6</b>

**Level II**

Codes	Course title	Status	Credit	Units
OLT 233	Oral Literature I	Core	20	<b>2</b>
OLT 321	Literary Stylistics	Core	20	<b>2</b>
	Total		40	<b>4</b>

**Level III**

Codes	Course title	Status	Credit	Units
OLL 331	Contemporary linguistics theories	Core	20	2
OLL 334	Studies in African Literature	Core	20	2
OLL 335	Semants and Pragmatics	Core	20	1
OLL 336	Advanced Syntax	Core	20	1
	Total		60	6

***Kiswahili***

1. B. A. with Education Students taking Kiswahili as a major subject will be required to study 4 core units in the first year, six in the second year and six in the third year.
2. B. A. with Education Students taking Kiswahili as a minor subject will have to take all core units, 4 in the first year, 2 in the second year and 2 in the third year.

***Kiswahili***

1. B. A. with Education Students taking Kiswahili as a major subject will be required to study 4 core units in the first year, six in the second year and six in the third year.
2. B. A. with Education Students taking Kiswahili as a minor subject will have to take all core units, 4 in the first year, 2 in the second year and 2 in the third year.

**Level I**

Codes	Course Title	Status	Credit	Units
OSW 121	Utangulizi wa Lugha na Isimu	Core	20	2
OSW 122	Historia ya Kiswahili na Lahaja zake	Core	20	2
OSW 123	Fasihi ya Kiswahili Nadharia na Uhakiki	Core	20	2

OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
	Total		80	8

### Level II

Codes	Course title	Status	Credit	Units
OSW 221	Sarufi ya Kiswahili na Sintaksia	Core	20	2
OSW 222	Fonetiki na Fonolojia ya Kiswahili	Core	20	2
OSW 223	Mofolojia ya Kiswahili	Core	20	2
OSW 224	Fasihi Simulizi	Core	20	2
OSW 225*	Isimu Tumizi	Elective	20	2
OSW 226	Ushairi wa Kiswahili	Elective	20	2
OSW 227	Riwaya ya Kiswahili	Elective	20	2
OSW 228	Tamthiliya ya Kiswahili	Elective	20	2

### Level III

Codes	Course title	Status	Credit	Units
OSW 321	Isimu Jamii	Elective	20	2
OSW 322	Kunga za Tafsiri na Semantikia	Elective	20	2
OSW 323	Ubunifu	Elective	20	2
OSW 324	Projekti ya Utafiti katika Kiswahili	Elective	20	2

\* *Courses not offered in this academic year*

## 4.3 Department of Geography, Tourism and Hospitality Services

The Department of Geography has 3 mains undergraduate programmes: Bachelor of Arts in Natural Resource Management BA (NRM); Bachelor of Arts in Population and Development BA (PD) and Bachelor of Arts in Tourism Management. They are paralleled by old programmes which are offered by the Department in collaboration with education programs

### 4.3.1 Bachelor of Arts in Natural Resources Management (BA NRM)

The Bachelor of Arts in Natural Resources Management (BA.NRM) use and development of resources; coupled with practical field experience, knowledge and skills necessary for meeting challenges of sustainable use of natural resources. At the end of the programme, learners are expected to acquire competences in poverty analysis and social development planning. Ultimately the programme will produce competent professionals who can identify, plan and monitor the exploitation of natural resources.

### Programme Structure

It consists of 19 core courses and 3 electives. Each course (core and elective) is 2units. There are 2 A student is required to complete 36 units to qualify for a BA in Natural Resources Management degree. This shall be

made of all core courses in each level whereby at each level a student shall be required to accomplish a minimum of 12 units. Elective courses are skill widening courses where a student takes to either fulfill personal or organization objectives.

### Programme structure

**Students are required to take 36 units to qualify for BA NRM degree award.**

#### Level I (All Courses)

Codes	Course Title	Status	Credit	Units
ORM 101	Background to Natural Resources	Core	20	2
ORM 102	Introduction to Population, Resources and Environment	Core	20	2
ORM 103	Introduction to Geographic Techniques	Core	20	2
ORM 104	Climatology	Core	20	2
ORM 105	Introduction to Human Geography	Core	20	2
ORM 106	Gender and Natural Resource Management	Core	20	2
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
	Total		140	14

#### Level II (Five Core and One Elective)

Codes	Course Title	Status	Credit	Units
ORM 201	Minerals and Energy Resources	Core	20	2
ORM 202	Remote Sensing and Geographic Information System	Core	20	2
ORM 203	Social Research Methods in Geography	Core	20	2
ORM 204	Field Practical	Core	20	2
ORM 205	Environmental hazards and natural disaster management*	Core	20	2
ORM 206	Population and Poverty Studies*	elective	20	2
ORM 207	Urban Planning and Management*	Elective	20	2
ORM 208	Principle of Ecology	Core	20	2
	Total		140	14

#### Level III (All courses)

Codes	Course Title	Status	Credit	Units
ORM 301	Environmental Economics	Core	20	2
ORM 302	Policy Issues in Natural Resources	Core	20	2
ORM 303	Environmental Impact Assessment	Core	20	2
ORM 304	Climate Variability and Environmental Resources Management	Core	20	2
ORM 305	Biodiversity Monitoring Conservation and Management	Core	20	2
ORM 306	Land Evaluation and Land Use Planning	Elective	20	2
	Total		120	12

### 4.3.2 Bachelor of Arts in Population and Development (BAPD)

The Bachelor of Arts in Population and Development aims at equipping graduate students with demographic, Social, economic and geographic analytical tools and their applications in resource planning and use for sustainable development. At the end of the programme, learners will be expected to have acquired competencies in determining the relationship between population and other broad parameters, such as internal and international immigration, poverty, environment and global warning which are essential for development planning. The programme is designed to produce competent professionals in demography, population and development planning.

#### Programme Structure

BA (PD) consists of 16 core courses and 4 electives. Each course (core and elective) has two units' weight. In addition, there are two compulsory cross-cutting courses on offer (computer and communication skills) each with a one-unit weight. This shall be made of all core courses in each level whereby at each level a student shall be required to accomplish a minimum of 12 units. This means that in level 1 and level 2, students are required to undertake all courses as indicated in this prospectus. In level 3 students are required to accomplish all the 7 core courses which make up 14 units and select a minimum of 2 elective courses.

#### Programme structure

Students are required to take 36 units to qualify for PADP degree award.

#### Level I (All Courses)

Codes	Course Title	Status	Credits	Units
OPD 101	Introduction to Population Studies	Core	20	2
OPD 102	Introduction to Family Life Education	Core	20	2
OPD 103	Introduction to Reproductive Health and Sexual Health	Core	20	2
OPD 104	Medical Geography	Core	20	2
OCP 100	Introduction to Computer	Core	20	2
OFC 017	Communication Skills	Core	10	1
	One elective course	Core	10	1
	Total		120	12

#### Level II (All Courses)

Code	Course Title	Status	Credit	Units
OPD 201	Dynamics of Population Structure	Core	20	2
OPD 202	Gender and Development	Core	20	2
OPD 203	Basic Demographic Methods	Core	20	2
OEC 134	Social Science Research Method	Core	20	2

OPD 209	Field Practical	Core	20	2
	Total		100	10

### Level III (Seven Core Courses and at Least One Elective)

Code	Course Title	Status	Credit	Units
OPD 301	Gender, Health and Family Planning	Core	20	2
OPD 302	GIS and Population Studies	Core	20	2
OPD 303	Population, Policy and Development	Core	20	2
OPD 304	Population, Migration and Development	Core	20	2
OPD 305	Family Resources Management	Core	20	2
OPD 306	Urban Systems, Planning and Management	Elective	10	1
OPD 307	Population, Environment and Development	Core	20	2
OPD 308	Nutrition for Health	Elective	10	1
OPD 309	African Environment and Development	Elective	10	1
OPD 310	Rural Settlement and Development	Core	20	2
ODS 101A	Concepts and Theories of Social Development	Elective	10	1
	<b>Total</b>		<b>140</b>	<b>14</b>

### OGE 229: Geography Field Practical's

There are two Geography Field Practical's (GFP I and GFP II) to be done by all second- and third-year students taking Geography. The 2 GFPs will carry 2 units. The aim of conducting Field Practical's is to enable student to match and concretize theory and application of geographical knowledge in the Field. Geography Field Practical's are deliberately decentralized into geographical zones. It is intended to bring the Practical's closer to students in their own physical environments to know more about it as a potential for community development; and to minimize GFP running costs.

All second year Geography students have to undertake a 14-day supervised Geography Field Practical (GFP) in their respective Geographical Zones/regions. GFPI & GFPII will be conducted successively within the 14 days provided. Thereafter, students have to write a Group Work Report for GFP I and write a comprehensive report for GFPII to be submitted three months later after completion of GFP I. Students have to incur subsistence, travel; and stationery costs during Geography Fieldwork apart from paying Tsh 200,000 to the OUT. No student will be allowed to carry out GFPII before completion of GFPI first. The Final Grade is the average between scores obtained after marking GFP I and GFP II out of 100%

### 4.3.3 Bachelor of Arts in Tourism Management (BTM)

The Bachelor of Arts in Tourism Management (BTM) prepares competent graduates for career in the tourism and travel industries. It has been

designed to give students a solid foundation in both disciplines in order to prepare them for leadership in tourism sector. This programme is aimed at producing informed and knowledgeable graduates with a critical awareness of tourism as one of the most powerful forces in the globalized world of today. They should be able to demonstrate a theoretically based and practically sound level of competence for employment as tourism officers, tourism marketers, analysts, tourism planners, travel agents, managers, researchers, educators, policymakers, and tourism entrepreneurs. Students are required to complete 36 units to qualify for BTM out of which 33 are core courses and 3 are elective.

### Programme structure

The following are subjects offered for Bachelor of Arts Tourism Management (BTM): Total units required 36

#### Level I

Codes	Title	Status	Credit	Units
OTM 101	Introduction to Tourism	Core	20	2
OTM 102	Introduction to Wildlife Ecology	Core	20	2
OTM 103	Integrated Hospitality Operations	Core	20	2
OTM 104	Special Interest Tourism	Elective	10	1
OTM 105	Leisure and Recreation Tourism	Core	20	2
OME 313	Service marketing and customer care	Core	10	1
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
OMC 228	Public Relations I	Elective	10	1
ORM 101	Background to Natural Resources	Elective	20	2
	Total		120	12

#### Level II

Codes	Title	Status	Credit	Units
OTM 201	Cultural and Heritage Tourism	Core	20	2
OTM 202	Tourism Economics	Core	20	2
OTM 203	Tourism Policy & Planning	Core	20	2
OTM 204	Tourism Marketing and Promotion	Core	20	2
OTM 205	Sustainable Tourism Development	Core	20	2
OEC 134	Social Sciences Research Methods	Core	20	2
	Total		120	12

#### Level III

Codes	Title	Status	Credit	Units
OTM 301	Event and Festival Planning Development	Core	20	2

OTM 302	Travel and Tour Operations Management	Core	20	2
OTM 303	Tourism Entrepreneurship	Core	20	2
OTM 305A	Tourism field Study (May each year)	Core	10	1
OTM 305 B	Tourism Internship -4weeks (April-August each year)	Core	10	1
OTM 305 C	Special Project (Dissertation)	Core	20	2
	Total		100	10

**OTM 305 A- Tourism Field Study:** This is a compulsory field study for all BTM students. Tourism field study will be done by all second years' students (after completion of 200 series course). This is a one-week education trip to tourism and hospitality establishments. It is usually conducted in May or June. Students must pay course fees as per university regulations and cover their travel expenses. The cost of living and other costs will be communicated by the department in due time. The University covers organization costs and any other charges as stipulated in the cost sharing policy of the university. Registration for the field trip is usually in January. For those who register for a trip and fail to attend, they will have to pay again when the next trip is on offer.

**OTM 305 B- Tourism Internship:** Tourism students are advised to attach themselves to one of the tourist service providers such as national parks, hotels, travel and tour companies, Museum etc. Students are not allowed to attend internships within their working offices. The registration for internship is done in January each Year. The internship is for FOUR weeks. Students are required attend internship between April and August of each academic Year.

**OTM 305 C-Tourism Research Project (Dissertation):** Students are advised to propose a title of their interest and email them to the Tourism Department. Thereafter, the department will review the title and provide feedback as either accepted or accepted with few amendments or rejected and required to re-send. The proposed title should be sent in January each year. The deadline of submitting a complete research project is AUGUST each year.

#### 4.4 Department of Political Science, Public Administration, History & Philosophy

This department has two undergraduate programmes, namely Bachelor of Arts in Public Administration (BAPA) and Bachelor of Arts in International Relations (BAIR).



#### 4.4.1 Bachelor of Arts in Public Administration (BAPA)

##### **Rationale**

The programme caters for the required competencies and skills to manage both government and private affairs at government and personal levels. Learners of this programme are expected to occupy various positions of administrative nature as supervisory and middle level managers, either as administrators, personnel officers, human resources officers and several others. The learners are needed to strengthen the capacity of the government at local and central levels to deliver services to its clients for effective and efficient operations of those offices. The fact that the government structure and systems are undergoing remarkable changes requires employees who have been well nurtured and groomed to acquire those attributes of dynamism, innovativeness, creativity and commitment towards the services in their country and in the region as a whole.

##### **The specific objectives of this programme are to; -**

- Train students to acquire professional qualifications to serve in different administrative and managerial positions in public and private sector organizations.
- Produce graduates who can fit well in the career of public administrators and are able to make contribution to the dynamics of administration of public and private organizations.
- Equip students with knowledge and skills to enable them to address the complex problems and pressures that surround public organizations and explore viable solutions within those organizations.
- Equip students with the requisite qualifications for enrolling into master's programme in this University and others within the country and outside the country.
- Equip students with competences and skills that will make them compete well in the labour market, within the country and in the region as a whole.

##### **Programme sturcture**

Student is required to take all core courses plus electives to make a total of 36 units.

##### **Level I**

<b>Codes</b>	<b>Course Title</b>	<b>Status</b>	<b>Credit</b>	<b>Units</b>
OFC 017	Communication and Study Skills	Core	10	1
OCP 100	Introduction to Microcomputer studies and information Technology	Core	10	1
OPS 122	Government and Politics in Africa	Elective	20	2

OEC 134	Social Science Research Methods	Core	20	2
OPA 101	Introduction to Public Administration	Core	20	2
OPA 102	Organization Theory and Public Bureaucracies	Core	20	2
OPA 103	Local Government Administration in Tanzania	Core	20	2
OIR 101	Introduction to the Study of Politics	Core	20	2
OIR 102	Political Thought	Elective	20	2
	Total		120	12

### Level II

Codes	Course title	Status	Credit	Units
OPA 201	Administrative Law	Core	30	3
OPA 202	Decision Making and Public Policy Analysis	Core	20	2
OPA 203	Management of Human Resources	Core	30	3
OPA 204	Organization Behavior	Core	20	2
OIA 200	Field Work/Industrial Attachment	Core	20	2
OIR 201	Theories and Issues in International Relations	Elective	30	3
	Total		120	12

### Choose 2 electives

### Level III

Codes	Course Title	Status	Credit	Units
OPA 301	Budgeting and Financial Control in the Public Sector	Core	30	3
OPA 302	Leadership and Governance	Core	30	3
OPA 303	Industrial Relations	Core	30	3
OPA 304	Strategic Management	Elective	30	3
OPA 305	Comparative Public Administration	Elective	30	3
OPS 320	Democracy and Human Rights	Elective	20	2
OIR 302	Contemporary Issues in Global Politics	Elective	30	3
	Total		90	9

### Field Practice

The students have to undertake a compulsory field attachment for six to eight weeks; during this period, students shall be exposed to the real world of work to merge theory with practice.

#### 4.4.2 Bachelor of Arts in International Relations (BAIR)

A complex pattern of interactions and cross-border transactions in the contemporary international system point to a need to develop training curricula that will cater for current and future needs of University students to build their capacities to cope with and address the challenges associated with a broadly extended international issues.

The Bachelor of Arts in International Relations degree programme is designed to equip students with modern skills and competencies, and to prepare them to become responsible international citizens who can act firmly and aggressively in the international arena. The programme is designed to produce qualified and practically competent practitioners in the area of International Relations and Diplomacy who can match theory and practice and demonstrate an impact in the management of foreign affairs. This programme provides students with a combination of theoretical and practical knowledge and with ability to apply the same in the various capacities and levels. Graduates from the programme are expected to have: Analytical capacity on international affairs, a high level of communication skills, the ability to identify and analyze problems and opportunities and collect pertinent data sensitivity to controversies of cross-border nature. An ability to act as change agents and manipulator of various foreign affairs. These characteristics will enable graduates of the programme accomplish the goals by working with and through people in political settings of both, national and international levels.

### **Programme Structure**

The programme is designed and implemented in 3 sequential levels: 100 Level (Level One) which is an introductory to key concepts and theories; 200 Level (Level Two) which imparts detailed knowledge, understanding and develops appropriate intellectual skills; and 300 Level (Level Three) which further enhances professional, practical and transferable key skills through research, field visits and internship and synthesis. The three levels can be completed in three years, but average learners can cover the same in not more than six years. A Student is required to take all core courses and add elective courses to make 36 units to qualify for BAIR degree award.

#### **Level I**

<b>Codes</b>	<b>Title</b>	<b>Status</b>	<b>Credit</b>	<b>Units</b>
OCP100	Introduction to Computer	Core	10	1
OFC 017	Communication Skills	Core	10	1
OIR 101	Introduction to the Study of Politics	Core	20	2
OIR 102	Political Thought	Core	20	2
OEC 134	Social Science Research Methods	Core	20	2
OIR 103	Africa in the Global Context	Core	20	2
OIR 104	International Organizations	Core	20	2
OPS 122	Government and Politics in Africa	Core	20	2
OPA 101	Introduction to Public Administration	Elective	20	2
	Total		140	14

## Level II

Codes	Course title	Status	Credit	Units
OIR 201	Theories and Issues in International Relations	Core	30	3
OIR 202	International Political Economy	Core	30	3
OIR 203	Public International Law	Core	20	2
OIA 200	Field Work/Industrial Attachment	Core	20	2
OPA 202	Decision Making and Public Policy Analysis	Elective	20	2
	Total		100	10

## Level III

Codes	Course title	Status	Credit	Units
OIR 301	Global Governance	Core	30	3
OIR 302	Contemporary Issues in Global Politics	Core	30	2
OIR 303	Regional Integration	Core	30	3
OIR 304	The Political Economy of Conflict Resolution	Elective	30	3
OPS 320	Democracy and Human Rights	Core	20	2
OPA 302	Leadership and Governance	Elective	30	3
	Total		10	10

Select one elective

## 4.5 Department of Sociology and Social Work

### 4.5.1 Bachelor of Arts in Sociology (BASO)

This programme is designed focusing on specializations including Medical and Social Welfare Administration to suit the current social demand. A Student is required to complete 36 units to qualify for BASO degree award.

## Level I

Code	Title	Status	Credit	Units
OSS 121	Introduction to Sociology	Core	20	2
OSS 122	Introduction to Social Science Research Methods	Core	20	2
OSS 123	Classical Sociological Theory	Core	20	2
OSS 124	Introduction to Social Psychology	Core	20	2
OSS 125	Critical thinking and argumentation	Core	20	2
OCP 100	Introduction to computer	Core	10	1
OFC 017	Communication skills	Core	10	1
	Total		120	12

**NOTE:** After successful completion of all core courses in level I above, a student will be allowed to choose a specialization from options A or B. However, while doing a specialization course of one's choice, in level II and III, students MUST also do compulsory courses in levels II and level III respectively. See table below on guide to units for BASO students.

**Level II**

Code	Title	Status	Credit	Units
OSS 221	Contemporary Sociological Theory	Core	20	2
OSS 222	Social Science Research Methods	Core	20	2
OSS 223 a	Field Practice I	Core	10	1
	Total		50	5

**Level III**

Code	Title	Status	Credit	Units
OSS 321	Sociology of Knowledge	Core	20	2
OSS 322	Poverty, Wealth, and Inequality	Core	20	2
OSS 323	Globalization and Social Problems	Core	20	2
OSS 223 b	Field Practice II	Core	10	1
			70	7

**NOTE:** *The two specialization courses A and B to choose from are as follows: -*

**(A) Medical Sociology Specialization Courses****Level II**

Code	Title	Status	Credit	Units
OSS 224	Cultural Anthropology	Core	20	2
OSS 225	Medical Sociology	Core	20	2
OSS 226	Population and Development	Core	20	2
	Total		60	6

**Level III**

Code	Title	Status	Credit	Units
OSS 325	Health systems in Tanzania	Core	20	2
OSS 326	Reproductive health	Core	20	2
OSS 327	Stratification, Class and Health	Core	20	2
660			60	6

**(B) Social Welfare and Administration Specialization Courses****Level II**

Code	Title	Status	Credit	Units
OSS 227	Introduction to Social Policies	Core	20	2
OSS 228	Community Development	Core	20	2
OSS 229	Social Welfare services	Core	20	2
<b>TOTAL</b>			<b>60</b>	<b>6</b>

**Level III**

Code	Title	Status	Credit	Units
OSS 327	Social policy analysis	Core	20	2

OSS 328	Gender and development	Core	20	2
OSS 329	Social Planning and Evaluation	Core	20	2
	<b>Total</b>		<b>60</b>	<b>6</b>

#### 4.5.2 Bachelor of Social Work (BSW)

Programme structure: Student is required to take 36 units to qualify for BSW degree award.

##### Level I

Code	Title	Status	Credit	Units
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
OSS 102	Introduction to Sociology and Anthropology	Core	20	2
OSP 101	Introduction to Social Work	Core	20	2
OSP 102	Social Work Professional Ethics	Core	20	2
OSP 103	Social Work Research Methods I	Core	20	2
OSP 104	Introduction to Psychology for Social Workers	Core	20	2
	<b>Total</b>		<b>120</b>	<b>12</b>

##### Level II

Code	Title	Status	Credit	Units
OSP 201	Human Behavior and the Social Environment	Core	20	2
OSP 202	Empowering Marginalized Populations	Core	20	2
OSP 203	Introduction to Social Welfare Policies	Core	20	2
OSP 204	Social Work Practice with Individuals, and Families	Core	20	2
OSP 205	Social Work Practice with Groups	Core	20	2
OSP 206	Social Work Practice with Organizations	Core	20	2
OSP 207	Social Work Practice with Communities	Core	20	2
OSP 208	Introduction to Field Practice	Core	20	2
OSP 304	Field Practice I (Block)	Core	10	1
	<b>Total</b>		<b>170</b>	<b>17</b>

##### Level III

Code	Title	Status	Credit	Units
OSP 301	Social Welfare Policy Analysis and Evaluation	Core	20	2
OSP 302	Social Work Research Methods II	Core	20	2
OSP 303	Social Work Research Project	Core	20	2
OSP 304	Field Practice II (Block)	Core	10	1
	<b>Total</b>		<b>170</b>	<b>7</b>

## 5.0 NON-DEGREE PROGRAMME (CERTIFICATE AND DIPLOMA IN SOCIAL WORK)

As Tanzania undergoes social changes and growth both demographically and economically, it experiences increasing challenges of resources, marital conflicts, Gender Based Violence (GBV), Violence Against Children

(VAC), HIV and AIDS, Child Marriage, Child labour and many others, hence the need for social work intervention. Based on the same argument, developing Social Work Competence-Based Training Curriculum was required to equip graduates from Social Work institutions with the necessary knowledge and skills to address the challenges competently.

#### NTA Level 4: Semester I

Code	Title	Scheme of Study Hrs/Wk					Units
		L	T	P	AS	Credit	
SWT04101	Basics of Social Work	3	2	2	2	14	1
SWT04102	Social Work Values and Ethics	2	1	-	1	06	1
SWT04103	Information Communication Technology in Social Work	2	1	2	2	10	1
SWT04106	Fundamentals of Sociology	2	1	-	1	06	1
SWT04109	Psychology for Social Workers	2	1	2	2	10	1
SWT04110	Social Welfare Services	2	2	2	2	12	1
	<b>Sub -Total hours/Week</b>	<b>13</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>58</b>	<b>6</b>
	<b>Total hours/Week</b>	<b>39</b>					

#### NTA Level 4: Semester II

Code	Title	Scheme of Study Hrs/Wk					Units
		L	T	P	AS	Credit	
SWT04204	Social Work Practice in Health Care	2	2	3	2	13	1
SWT04205	Social Psychology for Social Workers	2	2	1	2	11	1
SWT04207	Human Rights and Gender in Social work Practice	2	1	-	1	06	1
SWT04208	Fundamentals of Social Empowerment	2	1	1	1	07	1
SWT04211	Basics of Social Work Field Instructions	2	1	-	1	05	1
SWT04212	Block field Work	-	-	-	-	25	1
	<b>Sub -Total hours/Week</b>	<b>10</b>	<b>7</b>	<b>5</b>	<b>7</b>	<b>67</b>	<b>6</b>
	<b>Total hours/Week</b>	<b>*29</b>					

#### NTA Level 5: Semester I

Code	Title	Scheme of Study Hours/Week					Units
		L	T	P	AS	Credit	
SWT 05101	Communication Skills	2	1	2	2	10	1
SWT 05102	Guidance and Counseling	3	1	3	2	14	1
SWT 05103	Social Welfare Policy and Services	3	1	2	1	11	1
SWT 05104	Social Work Practice	2	1	1	1	8	1
SWT 05105	Basic Statistics for Social Workers	2	-	2	1	8	1
SWT 05106	Social Work Case Management	3	1	2	1	10	1

<b>Sub-Total hours/Week</b>	<b>15</b>	<b>5</b>	<b>12</b>	<b>8</b>	<b>61</b>	<b>6</b>
<b>Total Hours/week</b>	<b>40</b>					

### NTA Level 5: Semester II

Code	Title	Scheme of Study Hrs/Wk					Units
		L	T	P	AS	Credit	
SWT05207	Entrepreneurship skills	2	1	1	1	08	1
SWT05208	Social Advocacy and Empowerment	3	-	2	2	10	1
SWT05209	Social work and Law	3	1	2	1	11	1
SWT05210	Social Work Field Instruction	2	-	-	1	5	1
SWT05211	Block Field Work Practice	-	-	-	-	25	1
<b>Sub-Total hours/Week</b>		<b>10</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>59</b>	<b>5</b>
<b>Total Hrs/week</b>		<b>22*</b>					

### Key

**L** - Lecture hours; **T** - Tutorials hours; **P** – Practical/Project hours; **AS** – Assignment hours

\* The rest of the hours per week in a semester will be allocated for Block Field practice

### NTA Level Six: Semester I

Code	Title	Scheme of Study Hrs/Wk.					Units
		L	T	P	AS	Credit	
SWT06101	Social Policy	2	1	1	1	7	1
SWT06103	Resource Mobilization for Social Welfare Services	2	1	2	2	10	1
SWT06104	Rehabilitation Services in Social Work Practice	2	-	1	1	7	1
SWT06107	Administration of Social Welfare Resources	4	1	1	2	12	1
SWT06108	Social Work Best Practices	2	2	2	2	12	1
SWT06109	Basic Leadership and Administration Skills	2	1	1	1	8	1
<b>Sub-Total hours/Week</b>		<b>14</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>56</b>	<b>6</b>
<b>Total hours per week</b>		<b>37</b>					

### Key

**L** - Lecture hours; **T** - Tutorials hours; **P** - Practical hours; **AS** – Assignment hours

### NTA Level Six: Semester II

Code	Module Title	Scheme of Study Hrs/Wk.					Units
		L	T	P	AS	Credit	
SWT06202	Applied Social Welfare Laws	2	1	1	1	7	1
SWT06205	Social Work Research Methods	2	1	1	2	10	1



SWT06206	Crisis Intervention and Conflict Management	2	1	1	1	10	1
SWT06210	Social work interventions in HIV and AIDS	1		1	1	4	1
SWT06211	Quality Assurance and Improvement in Social Welfare Services	1	-	1	1	5	1
SWT06212	Block Field Practice	-	-	-	-	30	1
	<b>Sub-Total hours/Week</b>	<b>8</b>	<b>3</b>	<b>5</b>	<b>6</b>	<b>65</b>	<b>6</b>
	<b>Total hours/week</b>	<b>*22</b>					

\* The rest of the hours per week in a semester will be allocated for Block Field practice

## 5.1 Department of Media and Library Studies

The Department of Media and Library Studies offers three-degree programs which are BA Journalism and BA Mass Communication and Bachelor of Library Information Management whereby students graduate as Journalists or as Public Relations Officers/Corporate Secretaries and library professionals. The degree programmes are designed in such a manner that during the first year of the studies, all students, i.e., those taking B.A Journalism and those pursuing BA Mass Communication will undertake the same subjects. During the second and third year, however, the students taking Journalism will undertake a different programme from that of Mass Communication hence the difference in their output.

### 5.1.1 Bachelor of Arts in Journalism (BA JOURNALISM)

#### Programme structure

A Student is required to take 39 units to qualify for BA Journalism degree award.

#### Level I

Code	Title	Status	Credit	Units
OJO 121	Introduction to Journalism and Mass Communication	Core	20	2
OJO 122	News Reporting – I	Core	20	2
OJO 123	Introduction to Media Law and Ethics	Core	10	1
OJO 124	Practicum	Core	20	2
OJO 125	English for the Media	Core	10	1
OJO 126	Kiswahili kwa Wanahabari	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
OFC 017	Communication Skills	Core	10	1
OPR 121	Critical Thinking and Argumentation	Core	10	1
ODS 101 A	Concepts and Theories of Social Development	Core	10	1
	<b>Total</b>		<b>130</b>	<b>13</b>

## Level II

Code	Title	Status	Credit	Units
OJO 220	Practicum	Core	10	1
OJO 221	News Reporting – II	Core	20	2
OJO 222	Features and Opinion Writing	Core	20	2
OJO 223	Photo Journalism	Core	10	1
OJO 224	Media Law and Ethics	Core	20	2
OJO 225	Editing, Layout and Graphics	Core	10	1
OJO 226	Media Research	Core	10	1
OJO 227	Broadcasting: Radio, Television	Core	10	1
OJO 228N	Specialized Reporting: HIV & AIDS, Environment.	Core	20	2
<b>Total Units for This Level</b>			<b>130</b>	<b>13</b>

## Level III

Code	Title	Status	Credit	Units
OJO 320	Practicum	Core	10	1
OJO 321N	Specialized Reporting: Edutainment, Court Reporting, Political Reporting and Business Reporting	Core	20	2
OJO 322	New Media Technologies	Core	20	2
OJO 323	Media Management	Core	10	1
OJO 324N	Investigative Journalism	core	20	2
OJO 325	Dissertation	Core	50	5
<b>Total Units for this Level</b>			<b>130</b>	<b>13</b>

\*N=new course

### 5.1.2 Bachelor of Arts in Mass Communication (BA MASS COMM)

#### Programme structure

A Student is required to take 39 units to qualify for BA Journalism degree award.

#### Level I

Code	Title	Status	Credit	Units
OMC 121	Introduction to Journalism and Mass Communication	Core	20	2
OMC 122	News Reporting – I	Core	20	2
OMC 123	Introduction to Media Law and Ethics	Core	20	2
OMC 124	Practicum	Core	20	2
OMC 125	English for the Media	Core *	10	1
OMC 126	Kiswahili kwa Wanahabari	Core*	10	1
OCP 100	Introduction to Computer	Core*	10	1
OFC 017	Communication Skills	Core*	10	1
OPR 121	Critical Thinking and Argumentation	Core*	10	1

ODS 101 A	Concepts and Theories of Social Development	Core*	10	1
	Total		90	9

### **Courses with \* not used for GPA calculation**

#### **Level II**

Code	Title	Status	Credit	Units
OMC 220	Practicum	Core	20	2
OMC 221	News Reporting – II	Core	20	2
OMC 222	International Issues in Mass Communication	Core	10	1
OMC 223	Advertising I	Core	10	1
OMC 224	Media Law and Ethics	Core	20	2
OMC 225	Editing, Layout and Graphics	Core	10	1
OMC 226	Media Research	Core	20	2
OMC 227	Broadcasting: Television and Radio	Core	20	2
OMC 228	Specialized Reporting: HIV & AIDS, Environment or Local Government.	Core	20	2
OMC 229	Public Relations I	Core	10	1
	Total		160	16

#### **Level III**

Code	Title	Status	Credits	Units
OMC 320	Practicum	Core	10	1
OMC 321	Specialized Reporting: Edutainment, Court Reporting Political Reporting and Business Reporting	Core	20	2
OMC 322	New Media Technologies	Core	20	2
OMC 323	Media Management	Core	20	2
OMC 324	Public Relations II	Core	20	2
OMC 325	Dissertation	Core	50	5
OMC 326	Advertisement II	Core	10	1
	Total			15

### **5.1.3 Bachelor of Library and Information Management (BLIM) units**

#### **Programme Overview**

Bachelor of Library and Information Management has been developed in response to the demand for a large number of trained personnel in libraries, documentation and information centres. Another reason is due to repeated requests by practitioners in the Library Science profession who need further training opportunities through a distance-learning mode of delivery that is both flexible and affordable. The Bachelor of Library and Information Management Programme is designed to provide students with a combination of theoretical and practical knowledge and with abilities to apply the same in various functional areas of library and information

science. Graduates from the programme are expected to develop attitudes associated with progressive information services and to develop an understanding of the value, role and application of modern technology as it relates to library operations and the transfer of knowledge.

### Programme Structure

The programme requires a student to complete a minimum of **38** OUT units, including Practicum to graduate. A student will have to study at least 12 units for each academic year. Core courses are compulsory for all students. Beyond the required core courses, students have the option of crafting a program of study specific to their interests and career goals in order to fill the gap so as to have 12 units as a minimum; there is no restriction in studying electives.

#### Level I

Code	Title	Status	Credit	Units
OCP 100	Introduction to Microcomputer Studies and Information Technology	Core	10	1
OFC 017	Communication Skills	Core	10	1
OLM 101	Introduction to Library and Information Sciences	Core	20	2
OLM 102	Information sources and references services	Core	20	2
OLM 103	Information Society	Core	20	2
OLM 104	Organization of Knowledge	Core	20	2
	Total		100	10

#### Level II

Code	Title	Status	Credit	Units
OLM 201	Information Technology and its Applications in LIS	Core	20	2
OLM 202	Records Management and Archives Administration	Core	20	2
OLM 203	Collection Developments and Management	Core	20	2
OLM 204	Research Methods in Library and Information Sciences	Core	20	2
OLM 205	Publishing and Book Trade Industry	Core	20	2
OLM 206	Practicum	Core	20	2
OLM 207	Information systems design, analysis and Evaluation	Elective	20	2
OLM 208	Multimedia Studies	Elective	20	2
	Total		140	14

#### Level III select one elective course

Code	Title	Status	Credit	Units
OLM 301	Information and Knowledge Management	Core	20	2
OLM 302	Management of Libraries and Information Centres	Core	20	2

OLM 303	Legal Issues and Professional Ethics	Core	20	2
OLM 304	Entrepreneurship and Information Marketing	Core	20	2
OLM 305	Digital Libraries	Core	20	2
OLM 306	Research Project	Core	20	2
OLM 307	Sectoral Information systems and Services for users with special needs	Elective	20	2
OLM 308	Database Management and information Retrieval	Elective	20	2
			140	14

**Notes:**

- i) Total credits for the programme are 380 (TCU credits) which is equivalent to 38 OUT Units
- ii) OCP 100 and OFC 017 are compulsory university-wide courses.

**OLM 206 Practicum:** The practical training attachment exercise will require each student to work in a selected library, archive or Information Centre for a minimum period of 42 days. The field attachment exercise shall be assessed and graded.

## 5.2 Bachelor Degrees - Tuition fee (Payable to the University)

S/N	Degree Program	Total Number of Units	Total Units (Practical)	Total units	Fee (Theoretical)	Fee (Practical)	Registration Fee	Student ID	Total Fee
1.	Bachelor of Arts in Tourism Management	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000
2.	Bachelor of Arts in Sociology	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000
3.	Bachelor of Social Work	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000
4.	Bachelor of Arts in Journalism	34	5	39	2,040,000	500,000	30,000	20,000	2,590,000
5.	Bachelor of Arts in Mass Communication	34	5	39	2,040,000	500,000	30,000	20,000	2,590,000
6.	Bachelor of Community Economic Development	36	0	36	2,040,000	0	30,000	20,000	2,090,000
7.	Bachelor of Arts in Economics	36		36	2,040,000	0	30,000	20,000	2,090,000
8.	Bachelor of Arts in Natural Resource Management	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000
9.	Bachelor of Arts in Population and Development	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000
10.	Bachelor of Arts in Kiswahili and Creative Studies	36		36	2,040,000	0	30,000	20,000	2,090,000
11.	Bachelor of Arts in English Language and Linguistics	36		36	2,040,000	0	30,000	20,000	2,090,000
12.	Bachelor of Library Information Management	36	2	38	2,160,000	200,000	30,000	20,000	2,410,000
13.	Bachelor of Arts in Public Administration	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000
14.	Bachelor of Arts in International Relations	34	2	36	2,040,000	200,000	30,000	20,000	2,290,000

PLUS

### Direct University Costs (Payable to the University)

No	Item	Amount	
1	Examination fee	10,000	Paid per each examination, both sitting and online
2	TCU Quality assurance	20,000	Paid once for each academic year
3	On-demand examinations	30,000	Paid per each on-demand examination requested

### 5.3 Diploma and certificate Programmes Tuition fee (Payable to the University)

S/N	Diploma Programmes	Total Number of Units	Total Units (Practical)	Total units	Fee (Theoretical)	Fee Practical	Registration Fee	Students ID	Total Fee
1.	Basic Technician Certificate in Social Work (BTCSW) NTA 4	11	1	12	440,000	100,000	30,000	20,000	590,000
2.	Technician Certificate in Social Work (NTA 5)	10	1	11	400,000	100,000	30,000	20,000	550,000
3.	Ordinary Diploma in Social Work (ODSW) NTA 6	10	2	12	400,000	200,000	30,000	20,000	650,000
4.	Certificate in monitoring and Evaluation	14	4	18	560,000	400,000	30,000	20,000	1,010,000
5.	Diploma in Monitoring and Evaluation	22	4	26	880,000	400,000	30,000	20,000	1,330,000

PLUS

### Direct University Costs (Payable to the University)

No	Item	Amount	
1.	Examination fee	10,000	Paid per each examination, both sitting and online
2.	TCU Quality assurance	20,000	Paid once for each academic year
3.	On-demand examinations	30,000	Paid per each on-demand examination requested

### Other charges payable to the University

No	Item	Amount Tshs	Remarks
1	Repeating a course for degree programmes	140,000	120,000 for 2 units of a subject and 20,000 for Main test and annual examination
2	Repeating a course for non-degree programmes	60,000	40,000 per 1 unit and 20,000 for main test and annual examination.
3	Transcript	50,000	Paid after completion of studies
4	Statement of results	10,000	Paid upon request of statement of results
5	Appeal for examination results	80,000	Paid during appeal request
6	Reprinting lost certificate	30,000	Paid during request
7	Credit transfer	80,000	Paid during request
8	Change of programme	30,000	Paid during request
9	Graduation gown and booklet	55,000	Paid before graduation day.

### Key to tuition fee

No	Title	Rate in Tshs
1	Theoretical courses degree programmes per unit	60,000
2	Practical courses degree programmes per unit	100,000
3	Theoretical courses for BSc ICT per unit	90,000
4	Practical courses for BSc ICT per unit	100,000
5	Theoretical courses for all non-degree programmes	40,0000
6	Practical courses for all non-degree programmes	100,000

### Charges payable to students' organization

s/no	Item	Amount	Remarks
1	Student organization fee	20,000	Paid every academic year



## **6.0 IMPORTANT CONTACTS**

### **6.1 Faculty Administration**

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Media and Library Studies	Library Studies	Mr. Aziz Kagugu	0762 51 2521
Sociology and Social Work	Bachelor of Social Work (BSW)	Alexander Ndibalema	0752 605 332
	Bachelor of Arts in Sociology (BASO)	Dr. Straton Ruhinda	0784 697 834
	NTA Level 4, 5 & 6 (Certificate and Diploma in Social Work)	Dr. Fauzia Mohamed	0782 374 953
Linguistic and Literacy Studies	Linguistic courses	Mr. Moshi Masatu	0687 885 849
	Literature courses	Ms. Caroline Mugolozzi Mr. Yohana Makeja	0656 223 661 0785 544 044
	Kiswahili	Ms. Theresia Mbogo Dr. Hadija Jilala	0787 928 387 0712 569 555
	MA Kiswahili	Dr. Omary Maguo Mr. Emmanuel Msangi	0712 339 927 0739 519 226
Geography, Tourism and Hospitality Services	Bachelor of Tourism Management	Dr. Veronica Nyerere	0689 868 027
	Non-degree Programme Tourism	Dr. Thereza Mugobi	0757 160 110

	Bachelor of Natural Resources Management	Dr. Ruth John and Habiba Ally	0756 650 132
	Bachelor Population and Development	Dr. Anna Wawa	0754 430 075
Economics and Community Development (ECED)	M.Sc. Economics	Mr. Abdul Kilima	0788 513 483
	MCED	Ms. Janeth Gwimile	0755 937 506
	M&E	Ms. Janeth Gwimile	0785 395 454
		Mr. Henry Tumaini	0762 411 034
		Mr. Abdul Kilima	0788 513 483
	B.A - Economics	Mr. Godfrey Gradius	0754 067 357
	Diploma in M&E	Ms. Zakia Ituja	0716 959 300
	Certificate in M&E	Ms. Zakia Ituja	0716 959 300
	BCED	Mr. Stephen Akyoo	
Ms. Nanzia Toroka		0629 245 844	
Political Science, Public Administration, History and Philosophy (PSPAHP)	BAPA	Ahmed Mussa	0714 060 617
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