



OPEN UNIVERSITY OF TANZANIA



UNDERGRADUATE PROSPECTUS

2026/2027

UNDERGRADUATE PROSPECTUS 2026/2027

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WELCOME TO THE OPEN UNIVERSITY OF TANZANIA

Warm greetings and welcome to the Open University of Tanzania (OUT)!

It is with immense pleasure that I present this Undergraduate Prospectus as a gateway to a transformative educational journey. The OUT is a pioneer in providing fully online and distance learning in East and Central Africa, with over 30 years of experience in delivering accessible and flexible higher education. Our programmes are designed to equip a diverse, global community of learners with the skills and knowledge needed to solve real-world problems, think critically, and lead with innovation in their respective fields. We take great pride in the accomplishments of our students and the meaningful impact they have made through the application of their learning. At OUT, we are fully committed to support our students in achieving both personal and professional goals, and we look forward to being a part of the transformative academic journey.

Prof. Dr. Alex B. Makulilo
Vice Chancellor

Dar es Salaam
June 2026

ABOUT THE OPEN UNIVERSITY OF TANZANIA

With a legacy of over 30 years in delivering quality degree programs, The Open University of Tanzania (OUT) stands as the largest public institution for open and distance learning in East and Central Africa.

Our Pillars

Our commitment to excellence is supported by the four key pillars that guide the university operation.

Vision Statement

A leading global open and digital university, transforming lives through innovation, research, and inclusive education

Mission Statement

To advance accessible, high-quality, open and digital education, research and community services for sustainable national and global development

Guiding Plan Theme

Affordable quality education for all with a commitment to flexible and affordable education, quality outputs, integrity, and pursuit for enhanced national and international contribution and recognition.

Core Values (IQ-CAIT)

- i) **Integrity:** Upholding honesty, ethical conduct, and transparency in all academic and administrative activities.
- ii) **Quality and excellence:** Commitment to high standards in teaching, research, and service delivery through continuous improvement and pursuit of outstanding performance.
- iii) **Customer-centeredness:** Prioritising the needs, expectations, and satisfaction of students, partners, and other stakeholders in the design and delivery of services.
- iv) **Accountability:** Taking responsibility for decisions, actions, and the effective stewardship of institutional resources in service to stakeholders.
- v) **Innovation and technology use:** Encouraging creativity and the effective use of modern technologies to improve learning, research, and institutional operations.
- vi) **Teamwork and Empowerment:** Promoting collaboration, mutual support, and shared responsibility among staff to achieve institutional goals effectively.

Establishment of the University

The Open University of Tanzania was established by Act No. 17 of 1992 and became operational on 18th March 1993. Its core functions include teaching and learning, research and consultancy as well as outreach services. The OUT is Headquartered at Kawawa Road in Kinondoni, Dar es Salaam.

Our network

Currently, OUT delivers services through 27 regional centres, five coordination centres and 44 examination centres. The regional centres are: Arusha, Dodoma, Geita, Ilala, Iringa, Kagera, Kigoma, Katavi, Kinondoni, Kilimanjaro, Lindi, Manyara, Mara, Mbeya, Morogoro, Mtwara, Mwanza, Njombe, Pwani, Rukwa, Ruvuma, Shinyanga, Simiyu, Singida, Songwe, Tabora, Tanga, the five coordination centres are Zanzibar, Pemba, Kahama, Tunduru and Handeni.

The 44 examination centres are Biharamulo, Chalinze, Chato, Ifakara, Ikwiriri, Ileje, Inyonga, Kaliua, Karagwe, Karatu, Kasulu, Kibondo, Kilwa, Kiteto, Kondoa, Korogwe, Loliondo, Longido, Ludewa, Lushoto, Mafia, Mafinga, Magu, Makete, Malinyi Manyoni, Masasi, Maswa, Mbinga, Mbulu, Misungwi, Mpwapwa, Mwanga, Newala, Ngara, Nkasi, Nyang'hwale, Nzega, Rombo, Serengeti, Tarime, Tukuyu, Ukerewe, and Urambo across Tanzania.

Likewise, the university has coordination centres outside Tanzania, through collaborating institutions such as Egerton University and College of Human Resources in Kenya, Moi University, Triumphant

University in Namibia, Uganda Management Institute in Uganda, St Mary's University in Ethiopia, and Laweh Open University of Ghana.

OUR UNIQUENESS

Studying at the OUT offers an opportunity to pursue academic goals while balancing other responsibilities, such as work and family through the following unique features:

-  Flexible and borderless delivery: Learn anywhere, anytime via blended mode.
-  Affordable: Competitive tuition and financing support including scholarship.
-  Student-Centred: Services designed to support the academic journey.
-  Global Reach: Partnerships and students across Africa and beyond
-  On-demand examinations: Take assessments at the convenient time
-  On- demand graduation: Graduate certificates issued anytime upon approval.

TEACHING AND LEARNING AT OUT

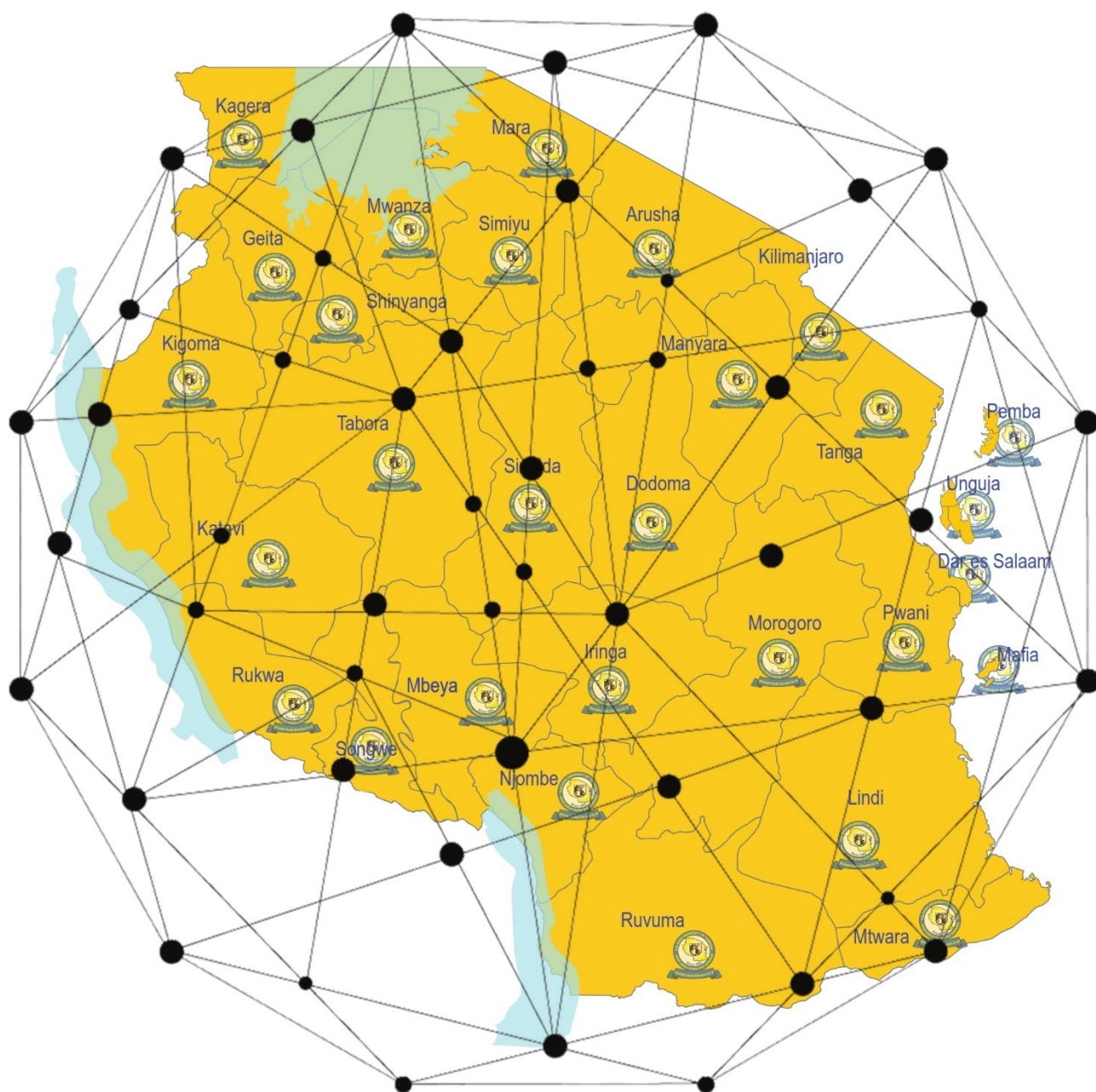
At OUT, the e-Learning Management System (e-LMS) is the central hub of online learning experience. Through the e-LMS, students can access your study timetable, participate in real time lectures and discussion forums, access learning resources and submit assignments. The platform is available anytime, on any device, from anywhere with an internet connection, offering the flexibility to learn at one's own pace.

Learning Support

Learning support at OUT is the cornerstone of our blended mode, ensuring every student, regardless of location, has access to high-quality academic resources and guidance through the following dedicated support to students:

- Online application and registration portals
- Regional and coordination centres across the country
- Domestic and international examination centres
- Online and face-to-face orientation and guidance from faculty
- E-library, e-learning platforms, and ICT infrastructure
- Academic advising, counselling, and student welfare services
- Disability support and inclusive learning environment
- Academic Records Management Information System (ARMIS)
- Mobile App and offline access options

OUR NETWORKS



Arusha
Dodoma
Geita
Handeni

Ilala
Iringa
Kagera
Kahama

Katavi
Kigoma
Kinondoni
Lindi

Manyara
Mara
Mbeya
Morogoro

Moshi
Mtwara
Mwanza
Njombe

Pemba
Pwani
Ruvuma
Shinyanga

Simiyu
Singida
Songwe
Sumbwanga

Tabora
Tanga
Tunduru
Zanzibar

GENERAL ENTRY REQUIREMENTS

The following are the minimum entry requirements into bachelor degrees, diplomas, certificates, and Foundation Programme at the OUT:

For Bachelor Degree Programmes:

There are four entry pathways into bachelor degree programmes:

- i) Advanced Certificate of Secondary Education with a minimum of two principal passes, with a total of 4.0 points, or Foreign Secondary Education Certificates with equivalent passes.
- ii) Ordinary Diplomas in relevant fields with a minimum GPA of 3.0 or equivalent qualifications.
- iii) Certificate of Foundation Programme of the Open University of Tanzania with a minimum GPA of 3.0.
- iv) Other Bachelor's degree awards.

For Ordinary Diploma Programmes:

Applicants to ordinary diploma programmes should have a Certificate of Secondary Education with at least four passes, and either of the following:

- i) A Basic Certificate in any related field from an Institution recognized by The National Council for Technical and Vocational Education and Training NACTVET.
OR
- ii) An Advanced Certificate of Secondary Education with at least one principal pass and one subsidiary in combination subjects.

For Certificate Programmes:

- i) Applicants to NTA Level 4 certificate programmes should have a Certificate of Secondary Education with at least four passes.
- ii) Applicants to UQF 5 certificate programmes should have an Advanced Certificate of Secondary Education with at least one principle and one subsidiary passes from their combination subjects.

For the Certificate in Foundation Programme

The OUT Certificate in Foundation Programme is a one-year bridging programme intended to open up access to applicants who miss a few points from their A-Level or Diploma results for qualification into bachelor degrees.

Applicants into the Foundation Programme should have a Certificate of Secondary Education with at least four (4) passes, and either of the following:

- i) An Advanced Certificate of Secondary Education Examination with at least 1.5 points obtained from two combination subjects.
OR
- ii) A Diploma from a recognized institution with a minimum GPA of 2.0.

For applicants holding foreign qualifications:

Applicants holding foreign qualifications must submit certified copies of their certificates from the issuing authorities in their home country to be validated and equated/recognized by the respective regulatory bodies in Tanzania. The following bodies are responsible for validation and equating the certificates:

- i) The National Examinations Council of Tanzania (NECTA) in respect of Certificates of Secondary Education Examinations, Advanced Certificate of Secondary Education Examination (ACSEE) and Teacher Education
- ii) The National Council for Technical and Vocational Education and Training (NACTVET) in respect of Diploma/ NTA level 6 qualifications and National Vocational Award Level 3 (NVA).
- iii) The Tanzania Commission for Universities (TCU) in respect of Diploma or Bachelor degree from a foreign university.

Admissibility of a foreign qualification: For a foreign qualification to be evaluated, it must be of the level that is accepted for admission into a Bachelor's degree programmes in the country of origin. An equivalent

qualification should be obtained after a total of 12 - 13 years of full-time study from primary to secondary school education. Anything less (e.g. 11 years) is unacceptable.

ADMISSION REGULATIONS

The Open University of Tanzania is committed at providing a fair, transparent, and student-centred admissions process that welcomes individuals from diverse backgrounds. The Admission Regulations are provided to ensure that every applicant has a clear understanding of the requirements, procedures, and expectations for joining the academic programmes.

1. **Admission cycles:** The OUT has two admission cycles per academic year. The first admission cycle is in November and the second is in April. Applicants selected to study in either admission cycle will be admitted according to dates approved by the OUT Senate, TCU, and NACTVET.
2. **Application process:** Applications for admission into academic programmes is done through the Online Application System (OAS) available on the OUT website www.out.ac.tz. Applicants are required to use names as they appear in their form four certificates only, or equivalent translations of the O-level certificate. Applicants will be required to pay the approved application fee.
3. **Admission processes:** Admission processes shall be done in accordance with the rules and regulations approved by the OUT Senate. The selected students will first be scrutinized and endorsed by the respective Departments, faculty bodies and then the Undergraduate Studies Committee, before submission to the Senate for final approval. The students approved by the Senate shall be submitted to TCU and NACTVET for verification.
4. **Announcement of selected students:** Selected applicants shall be announced through the OUT website, OUT Regional Centres, direct contact details submitted during application, newspapers, and social media.
5. **Reporting to the University:** Selected students are required to report at any nearest OUT Regional Centre for registration within 30 days from the date of commencement of academic year.
6. **Registration for newly selected students:**
 - i) A newly admitted student shall be required to pay TSH 210,000/= (or its equivalent for international students) prior to course registration. The payment shall be made as per generated control number, as prescribed in admission letters. The official receipt for any payment made must be obtained from any OUT Regional Centre.
 - ii) Upon payment, the student shall be issued with an account (user name and password) from Academic Records Management Information System (ARMIS) for registration. The OUT officials at all OUT Regional Centres will guide students on how to register online. The ARMIS account is used also for course registration, examination registration, accessing online academic materials in the OUT e-learning platform (Moodle), examination results, and payments.
 - iii) Students shall be required to register for courses in their respective programmes in the ARMIS. Upon registration student must confirm and print invoice. Before registration of courses, students must read the OUT Prospectus and the Student Handbook of their respective Faculty or Institute available online at www.out.ac.tz.
 - iv) Students are required to pay various University fees within given periods as prescribed in the invoice.
 - v) Upon registration and payment of the required fees, a newly admitted student shall be provided with a Registration Number, and considered as officially registered student of the OUT.
7. **Annual Registration:**
 - i) In every new academic year, all continuing students are required to re-register online through their student's account. A student who fails to re-register shall not be recognized as a student of the OUT for that academic year, and will not be able to access the e-learning platform and examination registration.

- ii) During annual re-registration, students must register courses of their studies for that particular academic year for purposes of coursework assessment, annual examinations, field attachments, science practical, and teaching practice they plan to attempt.
 - iii) Students are required to register online for examination sessions at least one month before examination, or according to the time described in the OUT almanac of particular academic year. The registered students will be issued with Examination Hall Ticket (EHT) with QR code. to allow them to enter into the examination hall.
 - iv) Academic services, including but not limited to assignments, tests, practical, face-to-face sessions, examinations, and even provision of any financial assistance shall be directed only to students dully registered in that particular academic year.
- 8. Paid fees:** Fees once paid are not refundable. However, in extremely exceptional circumstances, consideration of refund for the fees paid may be made to those who have graduated and paid excess fees. Where this is applicable, the approval of refund shall be made subject to a charge of 15% of the amount refunded. The percentage deduction rate shall be set, announced and reviewed by university from time to time. Notably, no fee refund shall be made to any student who voluntarily requested to withdraw from studies, or de-registered due to expiry of study duration at the OUT.
- 9. Change of Academic Programme:** Registered students may change their programme provided that they have the required entry qualifications for the new programme they wish to study. The application for change of programme shall be done online through the Online Application System (OAS) within two weeks of registration period as required by the OUT Senate and TCU. A fee for change of programme is TSH 30,000/= (thirty thousand only) for local students, and its equivalence for international students.
- i) Change of programme shall be made at the beginning of academic year for first year students only.
 - ii) The window for change of programme shall commence immediately after the announcement of selected applicants, and closed two weeks after the indicated registration period.
 - iii) No change of programme is allowed for continuing students.
- 10. Credit transfer:** A student admitted into a degree programme in any University and wishes to transfer to OUT for purposes of accumulating credits on a specific subject, module or course shall be required to fulfil the following conditions:
- i) Must be registered in the higher learning institution and approved by TCU.
 - ii) Must be registered in the programme to which the credit will be accumulated.
 - iii) The subject, course or module for credit accumulation must be relevant to the programme to which the student is registered.
 - iv) The subject, course or module has been successful completed before the credit transfer.
 - v) Transfer of credits takes place within a period not exceeding five years from the time they were earned.
 - vi) The transfer student should have cleared all supplementary examinations from releasing Institution but can transfer carryovers.
 - vii) Students discontinued on any basis will not be allowed to transfer their credits.
 - viii) Credits for dissertation, final year project, practical, and field-based subjects shall not be transferred.
 - ix) A candidate discontinued on academic grounds at any of the accredited universities in Tanzania shall be allowed to apply afresh into another programme.
 - x) Any candidate found to have cheated to gain admission to the OUT by credit transfer shall be discontinued from studies.

Procedure for Credit Transfer at OUT: Application for credit transfer is done both online and manually as per provided steps below.

- i) The applicant must apply for admission at the OUT through the Online Application System (OAS) available at www.out.ac.tz.
- ii) Log in the OAS by using application account e.g., S0175/0012/2009 password 123456, and follow the given instructions.

- iii) A letter requesting credit transfer stating clearly the reasons for transfer accompanied by the following documents: Academic transcript from the releasing institution; a releasing letter showing reasons for transfer from releasing institution; relevant academic certificates; Award Verification Number for the Diploma holders or equivalence number for international students used to gain admission at releasing institution; and an official receipt of TSH 80,000/= for local and USD 100 for international students obtained at any OUT Regional Centre.
- iv) A letter requesting credit transfer should be addressed to the Deputy Vice Chancellor Academic Research and Consultancy, UFS, Director of Undergraduate, The Open University of Tanzania, P.O. Box 23409, Dar es Salaam, Tanzania through email dvc-ac@out.ac.tz and copy to dugs@out.ac.tz.

11. Study Durations: The minimum duration for completion of studies is three years for bachelor degrees, two years for diplomas, and one year for certificates. The maximum registration period is six years for bachelor degree, three years for diploma, and two years for certificate programmes. Any student whose study period has expired shall be de-registered from studies at the OUT, and hence advised to re-apply to begin their studies afresh.

Procedure for extension of study duration: Under reasonable circumstances, an extension slot of one year can be granted to students who are about to graduate. Students applying for extension of study durations must have completed at least two thirds of their programme courses. Applicants must write a letter to DVC-ARC and pay a non-refundable fee of TSH 50,000/= for local students, and USD 50 for international students. The request for extension of study duration must pass through department, faculty board and UGSC and approved by the SENATE. Applicants will be informed of the Senate decision in writing.

12. Voluntary de-registration: Students wishing to de-register from studies at the OUT for any reason must write a letter to the DVC-ARC requesting de-registration from studies at the OUT, and state reasons for the same. The application letter must be accompanied by a clearance form, de-registration form, student's identity card, and receipts of all payment made at the OUT. The request to de-register must pass through department, faculty board and UGSC and approved by the SENATE. Applicants will be informed after Senate approval in writing.

13. Revocation of an award: The OUT Senate has the right to revoke and/or recall an awarded certificate, diploma or degree if it is later found out that the submitted certificates or qualifications for admission into the programme were forged or falsified.

14. Admitted students are required to abide with the OUT-Admission Regulations.

1 Find the right programme

Search options by browsing our website and prospectus.(Page No)

2 Make an enquiry
Refer to details of offered programmes and entry requirements in our prospectus

3 Submit application
The applications are received through www.out.ac.tz

4 Receive the outcome
After processing the application, receive the outcome through regional centre

5 Attend the Orientation Session
Invitation to orientation sessions will be issued by the admission team

6 Register for studies
Pay tuition fee and register for courses through ARMIS

GENERAL FEE STRUCTURE FOR UNDERGRADUATE PROGRAMMES

General Tuition Fee per Unit/10 Credit

The following table outlines the general fee structure for our undergraduate programmes

S/N	ITEM	Local/EAC/SADC (TSh)	Other (USD)
1	Theoretical course (blended mode)	60,000	80
2	Theoretical course (blended mode) - Non- degrees	40000	20
3	Theoretical course (face to face)	90,000	120
4	Field Practice	100,000	140
5	Teaching Practice	100,000	140
6	Project /Dissertation	100,000	140

Direct University Costs (Payable to the University)

No	Item	Local/EAC/SADC (TSh)	Other (USD)	Remarks
1.	Examination fee	10,000	10	Paid per each paper (Test or Exam), both sitting and online
2.	TCU Quality assurance	20,000	20	Paid once for each academic year

Other charges payable to the University

No	Item	Local/EAC/SADC (TSh)	Other (USD)	Remarks
1	Registration Fee	30,000	30	Paid once
2	On-demand examinations	30,000	30	Paid per each on-demand examination requested.
3	Student Organization (OUTSO) fee (annually)	20,000	20	Paid annually
4	Students Identity Card	20,000	20	Paid once
5	TCU Verification Fee	20,000	20	Paid annually
8	Transcript	50,000	50	Paid after completion of studies
9	NACTVET Verification fee	10,000		Paid once for non degree programmes
10	Statement of results	10,000	10	Paid upon request of statement of results
11	Appeal for examination results	80,000	80	Paid during appeal request
12	Reprinting lost certificate	30,000	30	Paid during request
13	Credit transfer	80,000	80	Paid during request
14	Change of programme	30,000	30	Paid during request
15	Graduation fee	50,000	55	Paid before graduation day



WELCOME TO THE FACULTY OF BUSINESS MANAGEMENT (FBM)

The Faculty of Business Management at the Open University of Tanzania is dedicated to delivering high-quality business education that is accessible, flexible, and responsive to the evolving needs of society. As a pioneer in distance learning, the faculty offers online and blended programmes that equip students with practical knowledge and strategic skills. Our mission is to cultivate innovative and responsible business leaders through transformative teaching, research, and community engagement. Committed to regional and global connectivity, the faculty contributes to sustainable development and economic growth through excellence in business education, policy dialogue, and the promotion of entrepreneurial thinking.

PROGRAMMES ON OFFER

In the academic year 2025/2026 FBM is offering seven bachelor degrees, four diplomas, and eight certificates

Programme	Code	Total Units	Tuition Fee
Bachelor of Business Administration in Accounting	OU017	40	2,480,000
Bachelor of Business Administration in Finance	OU018	40	2,480,000
Bachelor of Business Administration in Marketing	OU019	40	2,480,000
Bachelor of Business Administration in Human Resource Management	OU020	40	2,480,000
Bachelor of Business Administration in International Business	OU021	40	2,480,000
Bachelor of Human Resource Management	OU022	40	2,480,000
Bachelor of Procurement and Supply Chain Management	OU040	40	2,480,000
Bachelor of Science in Accounting and Finance		40	2,480,000

Plus: Direct University costs (Payable to the University)

No	Item	Amount	Remarks
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.	Student Identification fee	20,000	Paid once
4.	Registration fee	30,000	Paid once
5.	On-demand examinations	30,000	Paid per each on-demand examination requested
6.	NACTVET verification fee	10,000	Paid once

Charges payable to students' organization

No	Item	Amount	Remarks
1	Student organization fee	20,000	Paid once for each academic year

Bachelor of Business Administration in Accounting (BBA Accounting)

The program equips students with contemporary accounting knowledge, enabling them to understand both the theoretical foundations and practical aspects of business operations. It also emphasizes the development of transferable skills such as business communication, research, critical thinking, and problem-solving. Furthermore, the program promotes entrepreneurial awareness, encouraging students to apply entrepreneurial principles within the accounting profession. Graduates are prepared to become competent accounting professionals across the public, private, and nonprofit sectors, including non-governmental organizations (NGOs).

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition.

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and

Forwarding, Project Management, or Journalism with an average of “B” or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
OFC 017	Communication Skills	Core	10	1
ODS 101A	Concepts and Theories of Social Development	Core	10	1
OLG 111	Principles of Human Resource Management and Administration	Core	20	2
OAF 111	Principles of Accounting	Core	20	2
OAF 112	Business Mathematics and Statistics	Core	20	2
OAF 113	Principles of Finance	Core	20	2
OME 120	Procurement for Accountant	Core	20	2
	Total		130	13

Level II

Code	Title	Status	credits	Unit
OME 213	Principles of Economics	Core	20	2
OAF 214	Public Finance	Core	10	1
OAF 215	Principles of Auditing	Core	10	1
OAF 216	Financial Accounting	Core	20	2
OAF 217	Cost Accounting	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
	Total Units		120	12

Level III

Code	Title	Status	Credits	Unit
OME 312	Entrepreneurship and Business Planning	Core	20	2
OAF 315	Public Sector Accounting	Core	10	1
OAF 316	Performance Management	Core	20	2
OAF 317	Taxation	Core	20	2
OAF 319	Financial Reporting	Core	20	2
OAF 320	Auditing and Assurance Services	Core	20	2
OAF 322	International Finance	Core	20	2
OBM 399	Field Practical	Core	20	2
	Total Units		150	15

Bachelor of Business Administration in Finance (BBA Finance)

The program is designed to provide students with a solid foundation in financial knowledge and practical skills, including business communication, critical thinking, and entrepreneurial awareness. It prepares graduates to apply core finance principles, navigate ethical and regulatory frameworks, and interpret financial trends with confidence. With a strong emphasis on digital tools, effective communication, and responsible decision-making, the program cultivates well-rounded finance professionals capable of contributing to public, private, and nonprofit sectors. Graduates are equipped to work independently and collaboratively in diverse and evolving business environments.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition.

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management,

Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and Forwarding, Project Management, or Journalism with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
OFC 017	Communication skill	Core	10	1
ODS 101A	Concepts and Theories of Social Development	Core	10	1
OLG 111	Principles of Human Resource Management and Administration	Core	20	2
OAF 111	Principles of Accounting	Core	20	2
OAF 113	Principles of Finance	Core	20	2
OME 120	Procurement for Accountant	Core	20	2
OAF 112	Business Mathematics and Statistics	core	20	2
Total			130	13

Level II

Code	Title	status	Credit	Unit
OAF 213	Financial Management	Core	20	2
OAF 214	Public Finance	Core	10	1
OME 213	Principles of Economics	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
OME 312	Entrepreneurship and Business Planning	Core	20	2
OAF 218	Financial and Investment Analysis	Core	20	2
Total			130	13

Level III

Code	Title	Status	Credit	Unit
OAF 318	Corporate Finance	Core	20	2
OAF 322	International Finance	Core	20	2
OAF 323	Financial Markets and Institutions	Core	20	2
OAF 313	Microfinance Management	Core	20	2
OAF 316	Performance Management	Core	20	2
OAF 317	Taxation	Core	20	2
OBM 399	Field Practical	Core	20	2
Total			140	14

Bachelor of Business Administration in Marketing (BBA Marketing)

The program produces well-rounded marketing professionals with a strong foundation in core marketing principles, analytical skills for market evaluation and trend forecasting, and effective communication abilities. Graduates are expected to be capable of developing strategic marketing plans, engaging in business and technopreneurial ventures, and practicing ethical, socially responsible marketing. The program also nurtures creative thinkers with confidence to lead in the marketing field, professionals skilled in enhancing brand equity, identifying market opportunities, and creating data-driven strategies. Additionally, it emphasizes proficiency in marketing research, the use of advanced digital tools like AI, and the ability to design customer-focused marketing strategies.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and Forwarding, Project Management, or Journalism with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Course Name	Status	Credit	Unit
OCF 110	Information and Communication Technology Applications	Core	10	1
ODS 101 A	Concepts and Theories of Social Development	Core	10	1
OFC 017	Communication Skills	Core	10	1
OLG 111	Principles of Human Resource Management and Administration	Core	20	2
OAF 111	Principles of Accounting	Core	20	2
OAF 112	Business Mathematics and Statistics	Core	20	2
OAF 113	Principles of Finance	Core	20	2
OME 114	Principles of Marketing Management	Core	20	2
	Total Units		130	13

Level II

Code	Course Name	Status	Credit	unit
OME 229	Consumer Behaviour	Core	20	2
OME 212	Business Environment and Strategies	Core	20	2
OME 213	Principles of Economics	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
OME 221	Marketing Strategy, Planning and Control	Core	20	2
OME 216	Brand Management	Core	10	1
	Total		130	13

Level III

Code	Course Name/ Title	Status	Credit	Unit
OME 311	Organisational Behaviour	Core	20	2
OME 312	Entrepreneurship and Business Development	Core	20	2
OME 313	Services Marketing and Customer Care	Core	20	2
OME 321	Sales Management	Core	20	2
OME 322	International Marketing	Core	20	2
OME 332	Digital Marketing	Core	20	2
OBM 399	Field Practical	Core	20	2
	Total	Core	140	14

Bachelor of Business Administration in Human Resource Management (BBA HRM)

The programme equips graduates with the knowledge and skills essential for success in human resource (HR) roles and advancement into managerial positions with a strong emphasis on people management. It prepares students to become effective HR professionals and strategic leaders capable of driving organizational success through the development and management of human capital. The curriculum provides insights into a range of career opportunities within HR, including roles at the international level. Students are encouraged to critically reflect on the skills, competencies, and professional attributes gained throughout the programme. Additionally, they will maintain a personal learning portfolio and develop a customized personal development plan to support career advancement and lifelong learning.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and Forwarding, Project Management, or Journalism with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
ODS 101A	Concepts and Theories of Social Development	Core	10	1
OFC 017	Communication Skills	Core	10	1
OLG 111	Principles of Human Resource Management and Administration	Core	20	2
OAF 111	Principles of Accounting	Core	20	2
OAF 112	Business Mathematics and Statistics	Core	20	2
OAF 113	Principles of Finance	Core	20	2
OME 114	Principles of Marketing Management	Core	20	2
	Total Units		130	13

Level II

Code	Title	Status	Credit	Unit
OLG 216	Diversity at Work Place	Core	20	2
OME 212	Business Environment and Strategies	Core	20	2
OLG 213	Strategic Human Resource Management	Core	20	2
OME 213	Principles of Economics	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
OLG 226	Human Resource Planning	Core	20	2
	Total Units		140	14

Level III

Code	Title	Status	Credit	Unit
OME 312	Entrepreneurship and Business Planning	Core	20	2
OME 311	Organizational Behaviour	Core	20	2
OLG 311	Training and Development	Core	20	2
OLG 321	Labour Law	Core	20	2
OLG 322	Labour Relations	Core	20	2
OLG 325	Leadership and Conflict Management	Core	10	1
OBM 399	Field Practical	Core	20	2
	Total Units		130	13

Bachelor of Business Administration in International Business (BBA IB)

This program offers a comprehensive understanding of international business by integrating theoretical foundations with practical applications such as case studies and market analysis. It equips students with essential skills in international marketing, global supply chain management, strategic planning, and cross-cultural communication. Designed to develop leadership capabilities for dynamic and competitive global environments, the program prepares graduates for careers in multinational corporations, export-import enterprises, global consulting firms, and international development organizations.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition.

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and Forwarding, Project Management, or Journalism with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure**Level I**

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
ODS 101A	Concepts and Theories of Social Development	Core	10	1
ODS 101C	Political and Social Development in Africa	Core	10	1
OFC 017	Communication Skills	Core	10	1
OLG 111	Principles of Human Resource Management and Administration	Core	20	2
OAF 111	Principles of Accounting	Core	20	2
OAF 112	Business Mathematics and Statistics	Core	20	2
OLG 122	International Human Resources Management	Core	20	2
	Total Units		120	12

Level II

Code	Title	Status	Credit	Unit
OME 211	Principles of Marketing	Core	20	2
OME 214	International Business Environment and Strategies	Core	20	2

Code	Title	Status	Credit	Unit
OME 213	Principles of Economics	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
OLG 224	Regional Economic Integration	Core	20	2
OME 222	International Procurement	Core	20	2
	Total Units		140	14

Level III

C/Code	Course Name/ Title	Status	Credits	Units
OME 311	Organizational Behaviour	Core	20	2
OLG 312	Legal Aspects of International Trade	Core	20	2
OME 322	International Marketing	Core	20	2
OAF 322	International Finance	Core	20	2
OME 312	Entrepreneurship and Business Development	Core	20	2
OME 321	Sales Management	Core	20	2
OBM 399	Field Practical	Core	20	2
	Total Units		140	14

Bachelor of Human Resource Management (BHRM)

The program is designed to equip students with the knowledge, skills, and competencies needed to effectively manage human resources across various organizational settings. It addresses the growing demand for HR professionals in both public and private sectors by focusing on key areas such as recruitment, training, performance management, and employee relations. The curriculum blends theoretical knowledge with practical skills; ensuring graduates are job-ready and capable of improving organizational performance and employee satisfaction. The program also promotes ethical practices, sustainability, continuous improvement, and lifelong learning, contributing to the development of a skilled workforce essential for economic and social progress at local and regional levels.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition.

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and Forwarding, Project Management, or Journalism with an average of "B" or a minimum GPA of 3.0 OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
ODS 101A	Concepts and Theories of Social Development	Core	10	1
OFC 017	Communication Skills	Core	10	1
OLG 111	Principles of Human Resource Management and Administration	Core	20	2

Code	Title	Status	Credit	Unit
OAF 111	Principles of Accounting	Core	20	2
OLG 116	Labour Economics	Core	20	2
OLG 117	Performance Management	Core	20	2
OLG 122	International Human Resource Management	Core	20	2
Total			130	13

Level II

Code	Title	Status	credit	Unit
OLG 216	Diversity at Work Place	Core	20	2
OLG 217	Work Place Health and Safety	Core	20	2
OLG 213	Strategic Human Resource Management	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
OLG 225	Compensation Management	Core	20	2
OLG 226	Human Resource Planning	Core	20	2
Total			140	14

Level III

Code	Title	Status	Credit	Unit
OME 312	Entrepreneurship and Business Planning	Core	20	2
OME 311	Organizational Behaviour	Core	20	2
OLG 311	Training and Development	Core	20	2
OLG 321	Labour Law	Core	20	2
OLG 322	Labour Relations	Core	20	2
OLG 325	Leadership and Conflict Management	Core	10	1
OBM 399	Field Practical	Core	20	2
Total			130	13

Bachelor of Procurement and Supply Chain Management (BPSCM)

The program equips students with comprehensive knowledge and practical skills in procurement and supply chain management, emphasizing best practices, gender inclusivity, environmental sustainability, and ethical standards. The program focuses on integrating procurement with organizational functions, understanding legal and risk frameworks, and applying ICT and AI in dynamic environments. Students will develop competencies in e-Procurement, financial literacy, accounting processes, inventory models, and sustainable warehousing and logistics. Additionally, the curriculum covers international procurement issues, ethical global practices, and cross-cultural considerations, while fostering critical thinking and analytical skills in financial data and microeconomic modeling to support informed and responsible decision-making in procurement and supply chain operations.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science.

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Youth Development Work, Office Management and Secretarial Services, Library and Information Management, Labour Relations, Public Relations, Social Work, Project Management, Medical Science, Nursing and Midwifery, Clearing and Forwarding, Pharmacy, Pharmaceutical, Computer Application, Information Technology, Information Technology with Accounting, Police Science, Law, Criminal Investigation, Counseling, Psychology, Procurement and

Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Procurement and Supply, Procurement and Supply Chain Management, Logistic Management, Procurement and Logistics Management with an average of “B” or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
OFC 017	Communication Skills	Core	10	1
OME 111	Procurement and Supply Chain Management	Core	20	2
OAF 111	Principles of Accounting	Core	20	2
OAF 112	Business Mathematics and Statistics	Core	20	2
OLG 112	Legal Aspects of Procurement and Supply Chain Management	Core	20	2
OME 122	Principles of Warehouse Management	Core	20	2
	Total		120	12

Level II

Code	Title	Status	Credit	Unit
OME 222	International Procurement	Core	20	2
OME 223	Procurement Contract Management	Core	20	2
OME 230	Logistics Management	Core	20	2
OME 312	Entrepreneurship and Business Development	Core	20	2
OME 325	Procurement and Supply chain Risk Management	Core	20	2
OAF 222	Procurement and Supplies Audit	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
	Total		140	14

Level III: Choose one course from elective courses

Code	Title	Status	Credit	Unit
OME 314	E-procurement and Supply chain Management	Core	20	2
OME 323	Strategic Procurement and Supply chain management	Core	20	2
OME 324	Inventory and Warehousing Management	Core	20	2
OME 327	Public procurement	Core	20	2
OME 330	Sustainable Procurement	Core	20	2
OBM 399	Field practical	Core	20	2
***	Choose one course from elective courses	Elective	20	2
	Total		140	14

Elective Courses

Code	Title	Status	Credit	Unit
OLG 111	Principles of Human Resource Management and Administration	Elective	20	2
OAF 113	Principles of Finance	Core	20	2
OME 211	Principles of Marketing	Elective	20	2
OME 213	Principles of Economics	Elective	20	2
OLG 221	Business Research Methods and Philosophy	Elective	20	2
OME 326	Production and Operations Management	Elective	20	2
OLG 325	Leadership and Conflict Management	Elective	20	2

Bachelor of Science in Accounting and Finance (BSc. A&F)

The Bachelor of Science in Accounting and Finance is a valuable and relevant degree programme that offers strong career prospects, practical skill development, and a solid foundation for professional growth in business and finance. Tanzania's business environment, like the global business environment, is increasingly dynamic due to developments in the digital economy, industrialization, investment expansion, and economic growth, creating a growing demand for professionals with knowledge and skills

in accounting, finance, taxation, auditing, international business, and financial management. The BSc in Accounting and Finance programme is designed to equip students with competencies in accounting, finance, taxation, auditing, and international finance, while preparing them for careers in corporate finance, auditing, taxation, financial analysis, management accounting, financial consulting, entrepreneurship, and professional qualifications such as ACCA, CPA, and CFA. The programme also integrates practical training, case studies, ethical and professional standards, technological tools, and current regulatory requirements, enabling graduates to assume middle- and senior-level management positions, pursue academic and professional careers, or become successful self-employed entrepreneurs.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Sciences, or Nutrition.

Equivalent entry: Diploma in Human Resource Management, Business Administration, International Business, Accounting, Banking and Finance, Marketing, Entrepreneurship, Microfinance Management, Co-operative Management and Accounting, Commerce, Economics, Statistics, Public Administration, Local Government Administration, Information Technology with Accounting, Customs and Tax, Economic Development, Statistics, Procurement and Supply Chain Management, Entrepreneurship, Marketing, Enterprise Development, Logistic Management, Secretarial Duties, Youth Development Work (CYP), Library and Information Management, Records and Archives Management, Industrial Relations, Science Education, Engineering, Agriculture, Crop Science, Animal Science, Wildlife, Poultry, Livestock Management, Nursing, Midwifery, Medical Sciences, Tourism Management, Forest Sciences, Water Management, Political Science, Social Sciences, Development Planning, Freight Clearing and Forwarding, Project Management, or Journalism with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Title	Status	Credit	Unit
OCP 110	Information and Communication Technology Applications	Core	10	1
OFC 017	Communication skills	Core	10	1
OAF 111	Principles of Accounting	Core	20	2
OAF 113	Principles of Finance	Core	20	2
OME 120	Procurement for Accountants	Core	20	2
OAF 112	Business Mathematics and Statistics	Core	20	2
OLG 111	Principles of Human Resource Management and Administration	Core	20	2
	Total		120	12

Level II

Code	Title	Status	Credit	Unit
OAF 213	Financial Management	Core	20	1
OAF 214	Public Finance	Core	10	1
OAF 215	Principles of Auditing	Core	10	2
OAF 216	Financial Accounting	Core	20	2
OAF 217	Cost Accounting	Core	20	2
OLG 221	Business Research Methods and Philosophy	Core	20	2
OLG 222	Business Law and Ethics	Core	20	2
OAF 218	Financial and Investment Analysis	Core	20	2
OME 213	Principles of Economics	Core	20	2
	Total		160	16

Level III

Code	Title	Status	Credit	Unit
OAF 318	Corporate Finance	Core	20	2
OAF 322	International Finance	Core	20	2
OAF 316	Performance Management	Core	20	2
OAF 317	Taxation	Core	10	1
OAF 319	Financial Reporting	Core	20	2
OAF 320	Auditing and Assurance	Core	10	1
OME 312	Entrepreneurship and Business Planning	Core	20	2
	Total		120	12

Elective Courses

Code	Title	Status	Credit	Unit
OAF 313	Micro Finance Management	Elective	20	2
OAF 323	Financial Markets and Institutions	Elective	20	2
OAF 315	Public Sector Accounting	Elective	10	1



WELCOME TO THE FACULTY OF EDUCATION (FED)

The faculty is dedicated to providing high-quality, accessible, and flexible teacher education that meets the dynamic needs of learners and the education sector. As a pioneer in open and distance learning, the faculty offers innovative programmes that integrate theory and practice to prepare educators, curriculum developers, and education leaders for diverse teaching and administrative roles. Through transformative teaching, research, and community engagement, the faculty strives to nurture reflective, ethical, and forward-thinking education professionals. It is committed to making meaningful contributions to national and global educational development by promoting inclusive, sustainable, and learner-centred approaches to teaching and learning.

The faculty has four departments, namely Curriculum and Instruction, Education Foundation, Adult and Distance Education, Educational Policy, Planning and Administration, and Psychology and Special Education.

PROGRAMMES ON OFFER

In the academic year 2026/27, FED is offering four bachelor's degrees and one diploma programme

Course Name	Code	Min Units	Total fees
Bachelor of Science with Education	OU015	39.6	2,530,000
Bachelor of Arts with Education	OU001	39.6	2,530,000
Bachelor of Education in Special Education	OU010	40	2,530,000
Integrated Master of primary Teacher Education		46.2	5,100,000
Diploma in Early Childhood Care and Education		24	1,080,000

Plus: Direct University costs (Payable to the University)

No	Item	Amount	Remarks
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.	Student Identification fee	20,000	Paid once
4.	Registration fee	30,000	Paid once
5.	On-demand examinations	30,000	Paid per each on-demand examination requested
6.	NACTVET verification fee	10,000	Paid once for non-degree programme
7.	Theoretical course by distance mode	60,000	
8.	Teaching Practice	100,000	
9.	Science Laboratory	150,000	

Charges payable to students' organization

No	Item	Amount	Remarks
1	Student organization fee	20,000	Paid once for each academic year

Bachelor of Science with Education (BSc. Ed)

This programme is designed to equip students with a strong foundation in both scientific knowledge and educational practice. This interdisciplinary programme combines in-depth studies in key science subjects such as biology, chemistry, physics, and mathematics with comprehensive training in pedagogy, curriculum development, and classroom management. Through a blend of theory and practical teaching experience, students develop the skills needed to communicate complex scientific ideas effectively and to foster critical thinking and problem-solving among learners.

The programme prepares graduates to become competent and reflective science educators capable of contributing meaningfully to the development of quality education in schools, colleges, and learning institutions. Career opportunities include secondary school science teacher, education officer, curriculum developer, and roles in science communication and educational consultancy.

Entry Requirements

Direct entry: Two principal passes (with a total of FOUR) in the following subjects: Geography, Physics, Chemistry, Biology, Mathematics, Agriculture, Computer Science, or Nutrition.

Equivalent entry: Diploma with at least a 3.0 GPA or 'B' average grade in specified fields such as: Diploma in Education, Diploma in Adult Education, Diploma in Primary Teacher Education, Diploma in Technical Education, Diploma in Computer Science, Diploma in Educational Management and Administration, Diploma in Guidance and Counseling, Diploma in Extension Services and related education programmes, Diploma in Human Nutrition, and Diploma in Food Nutrition OR the Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

The total minimum credits will be 396 credits

Education Courses for B.Sc. (Ed.) Students

Level I

Code	Course title	Status	Credit	Units
OEP 111	Educational Psychology	Core	8	0.8
OEF 111	Philosophy of Educational and Teaching	Core	8	0.8
OEF 112	History and Sociological Aspects in Education	Core	7	0.7
OEP 118	Inclusive Education	Core	6	0.6
	Teaching Subject 1	Core	38	3.8
	Teaching Subject 2	Core	38	3.8
OEI 130A-OEI 145A	Teaching Methods 1 Subject 1	Core	4	0.4
OEI 130A-OEI 145A	Teaching Methods 1 Subject 2	Core	4	0.4
	2 Electives			
*OEI 115	Innovative Pedagogy	Elective	6	0.6
**OCP 110	Information and Communication Technology Applications	Elective	6	0.6
OEA 112:	Financial Literacy	Elective	6	0.6
OEA 113	Youth Engagement and Community Development	Elective	6	0.6
	Total		125	

Two Teaching Methods Courses from the following:

Code	Course title	Status	Credit	Units
OEI 130A	Chemistry Teaching Methods	Core	4	0.4
OEI 131A	Physics Teaching Methods	Core	4	0.4
OEI 132A	Biology Teaching Methods	Core	4	0.4
OEI 135A	Geography Teaching Methods	Core	4	0.4
OEI 143A	Home Economics Teaching Methods	Core	4	0.4
OEI 144A	Mathematics Teaching Methods	Core	4	0.4
OEI 145A	ICT Teaching Methods	Core	4	0.4

Level II

Code	Course title	Status	Credit	Units
OEA 211	Professional Communication for Teachers	Core	6	0.6
OEI 211	Curriculum and Teaching	Core	8	0.8
OEI 201	Educational Measurement and Evaluation	Core	8	0.8
OEM 202	Instructional Leadership	Core	7	0.7
OEA 212	Professionalism and Ethics in Teaching	Core	8	0.8
OEP 217	Classroom Action Research	Core	6	0.6
	Teaching Subject 1	Core	30	3
	Teaching Subject 2	Core	30	3
OEI 130B-OEI 145B	Teaching Methods 1 Subject 1: Immersive Simulated Teaching	Core	4	0.4
OEI 130B-OEI 145B	Teaching Methods 1 Subject 2: Immersive Simulated Teaching	Core	4	0.4
	2 Electives			
OEI 214	STEM Education	Elective	6	0.6
OEA 215/425	Emotional Intelligence and Stress Management	Elective	6	0.6
OEA 216	Tailor made and short course creation	Elective	6	0.6
	Total		127	

Two Teaching Methods Courses from the following:

Code	Course title	Status	Credit	Units
OEI 130B	Chemistry Teaching Methods	Core	4	0.4
OEI 131B	Physics Teaching Methods	Core	4	0.4
OEI 132B	Biology Teaching Methods	Core	4	0.4
OEI 135B	Geography Teaching Methods	Core	4	0.4
OEI 143B	Home Economics Teaching Methods	Core	4	0.4

OEI 144B	Mathematics Teaching Methods	Core	4	0.4
OEI 145B	ICT Teaching Methods	Core	4	0.4

Level III

Code	Course title	Status	Credit	Units
	Teaching Subject 1	Core	40	4
	Teaching Subject 2	Core	40	4
OEI 308A	Teaching Method 2 Subject 1		26	2.6
	Cycle 1: Observation and co-teaching	Core	6	0.6
	Cycle 2: Lesson planning and implementation	Core	8	0.8
	Cycle 3: Lesson planning and independent teaching	Core	12	1.2
OEI 308B	Teaching Method 2 Subject 2		26	2.6
	Cycle 1: Observation and co-teaching	Core	6	0.6
	Cycle 2: Lesson planning and implementation	Core	8	0.8
	Cycle 3: Lesson planning and independent teaching	Core	12	1.2
	2 Electives from the following			
OEI 314	Education for Sustainable Development	Elective	6	0.6
OEM 306	Conflict Management and Negotiation Skills in Education	Elective	6	0.6
OEM 309	Entrepreneurship and Career Development in Education	Elective	6	0.6
	Total		144	14.4

Please Note: BSc. Ed students are required to take all core courses and choose 2 elective courses per each level indicated in the table above. Courses marked with a * are must-take courses, while ** is a must-take but non-credited course.

Teaching subject courses

Chemistry Course Structure

Level 1: Core Courses

Code	Name	Status	Credit	Units
OCH 111	Physical Chemistry	Core	10	1
OCH 112	Inorganic Chemistry	Core	10	1
OCH 113	Organic Chemistry	Core	20	2
OCH 114*	Introductory Chemistry for Biology Students	Elective	10	1

Register to begin Chemistry Practical

OCH 320	Chemistry Practical	Core		
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Elective courses

Code	Name	Status	Credit	Unit
OCH 115	Aromaticity	Elective	10	1

*Not for Chemistry Major

Level 2: Core Course

Code	Course Title	Status	Credit	Units
OCH 211	Basic Analytical Chemistry	Core	10	1
OCH 213	Advanced Inorganic Chemistry	Core	30	3

Continue for further Chemistry Practical

OCH 320	Chemistry Practical
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Elective courses

Code	Name	Status	Credit	Units
OCH 212	Organic Spectroscopy	Elective	20	2
OCH 214	Organic Reaction Mechanism	Elective	10	1
OCH 215	Chemical Thermodynamics	Elective	10	1
OCH 216	Organic Stereochemistry	Elective	10	1
OCH 217	Chemistry of Natural Products	Elective	10	1

Code	Name	Status	Credit	Units
OCH 218	Forensic Chemistry	Elective	10	1
OCH 219	Medicinal Chemistry	Elective	10	1

Level 3: Core courses

Code	Title	Status	Credit	Unit
OCH 311	Chemical Kinetics & Electrochemistry	Core	20	2
OCH 312	Instrumental Methods in Analytical Chemistry	Core	10	1
OCH 320	Chemistry Practical	Core	10	1

Elective courses

Code	Title	Status	Credit	Units
OCH 313	Nuclear Chemistry	Elective	10	1
OCH 314	Industrial Organic Chemistry	Elective	10	1
OCH 315	Theoretical Chemistry	Elective	10	1
OCH 316	Industrial Inorganic Chemistry	Elective	10	1
OBL 215*	Biochemistry	Elective	10	1
OCH 317	Chemistry Research Project	Elective	10	1

NOTE: **This course will be taken from the Life Sciences Department.

Mathematics Course Structure

LEVEL 1: Core Courses

Code	course Title	Status	Credit	Units
OMT 111	Mathematical Analysis	Core	20	2
OMT 112	Linear Algebra I –	Core	10	1
OMT 114	Probability and Statistics	Core	20	2
OMT 115	Introduction to Mathematical Logic and Set Theory	Core	10	1
Total			60	6

Elective courses

Code	Name	Status	Credit	Units
OMT 113	Linear Algebra II	Elective	10	1
OMT 116	History of Mathematics	Elective	10	1
Total			20	2

Level 2: Core courses

Code	Name	Status	Credit	Units
OMT 221	Numerical Methods	Core	10	1
OMT 224	Ordinary Differential Equation	Core	10	1
OMT 225	Applied Vector theory	Core	10	1
OMT 228	Linear Programming	Core	10	1
OMT 230	Mathematical Programming with MATLAB	Core	10	1
Total			50	5

Elective courses

Code	Course Title	Status	Credit	Units
OMT 222	Numerical Analysis	Elective	10	1
OMT 223	Computer Programming	Elective	10	1
OMT 227	Real Analysis	Elective	20	2
OMT 229	Number Theory	Elective	10	1
OMT 231	Mathematical Methods	Elective	10	1
OMT 232	Advanced Calculus	Elective	10	1
OMT 233	Sample Survey and Quality Control	Elective	20	2
OMT 234	Advanced Statistics, Design and Analysis of Experiments	Elective	20	2
OMT 235	Discrete Mathematics	Elective	10	1
OMT 236	Fluid Mechanics	Elective	10	1

Level 3: Core courses

Code	Name	Status	Credit	Units
OMT 324	Complex Analysis	Core	10	1
Total			10	1

Elective courses

Code	course Title	Status	Credit	Units
OMT 331	Topology	Elective	10	1
OMT 332	Partial Differential Equations	Elective	10	1
OMT 334	Abstract Algebra	Elective	20	2
OMT 335	Mathematics Project	Elective	10	10
OMT 336	Measure Theory	Elective	10	10
OMT 337	Differential Geometry	Elective	10	10
OMT 338	Functional Analysis	Elective	10	10
OMT 339	Integer and Non-Linear Programming	Elective	10	10
OMT 340	Theory of Estimation and Tests of Hypothesis	Elective	20	20
OMT 341	Networks and Transportation Problems	Elective	10	10

Physics Course's Structure**Level 1: Core courses**

Code	Course Title	status	Credit	Units
OFC 017	Communication skills	Core	10	1
OCP 100	Computer Studies	Core	10	1
OPH 111	Fundamental Physics	Core	30	3
OPH 113	Mathematical Methods of Physics	Core	20	2
OPH 320	Physics Practical	Core	10	1
Total			90	9

Level 2: Core courses

Code	Course Title	Status	Credit	Units
OPH 112	Electromagnetism I & II	Core	20	2
OPH 216	Basic Electronics	Core	10	1
OPH 320	Physics Practical	Core	10	1
Total			30	3

Elective courses

Code	Course Title	Status	credit	units
OPH 211	Statistical Thermodynamics	Elective	20	2
OPH 213	Optics	Elective	20	2
OPH 214	Earth Physics	Elective	20	2
OPH 215	Analog Electronics	Elective	20	2

Level 3: Core courses

Code	Name	Status	credit	Units
OPH 312	Physics of the atom	Core	20	2
OPH 321	Physics Research Project	Core	10	1
OPH 320	Physics Practical	Core	10	
Total			40	

Elective courses

Code	Title	Status	Credit	units
OPH 311	Fundamentals of Material Science	Elective	10	1
OPH 313	Quantum Theory of Solids	Elective	20	2
OPH 314	Digital Electronics	Elective	20	2
OPH 315	Microelectronics	Elective	20	2

Code	Title	Status	Credit	units
OPH 323	Environmental Physics	Elective	20	2
Total				

NB: All science students must take one of the special projects from one teaching subject to complete the programme.

Courses for Information and Computer Studies

Level I

Code	Title	Status	credit	Units
OIT 131	Fundamentals of Information Systems	Core	10	1
OIT 137	Data Communications and Networking I	Core	10	1
OIT 136	Algorithm and Programming in C	Core	20	2
OIT 138	Database Design and Implementation	Core	10	1
OIT 121	Application of Multimedia Technology in Learning	Core	10	1
OIT 122	Introduction to Computer Ethics and Community Impacts	Core	10	1
OIT 232	System Analysis and Design	Core	20	2
OIT 236	Computer Security	Core	10	1
OIT 220	Introduction to e-Business	Core	10	1
OIT 333	Computer Ethics and Social Culture	Core	10	1

Courses for Home Economics and Human Nutrition

Level I

Course	Course title	Status	credit	Units
OHE 154	Textiles I & II	Core	20	2
OHE 155	Food & Nutrition	Core	20	2

Level II

OHE 156	Home Management	Core	20	2
OHE 112	Food Science in the Home	Core	10	1

Level III

OHE 254	Therapeutic Diet & Community Nutrition	Core	20	2
OHE 350	H/Economics & H/Nutrition Practical	Core	20	2
OHE 307	Special Project	Core	10	1

Please note: Science education students are required to register in all courses indicated for their respective subject specializations.

Biology Course's Structure

Level I - Core Courses

Code	Title	Status	Credit	Units
OBL 111	Biological Laboratory Techniques	Core	10	1
OBL 112	Cell and Molecular Biology	Core	10	1
OZL 111	Animal Diversity	Core	20	2
OZL 112	Animal Anatomy and Physiology	Core	10	1
OBT 111	Diversity of Plants and Fungi	Core	20	2
OBL 314A	Biology Practical	Core	10	1
Total			80	8

Level I – Elective Courses

Code	Title	Status	Credit	Units
OZL 113	Developmental Biology	Elective	10	1
OBT 113	Plant Taxonomy	Elective	10	1
OBL 113	Biochemistry and Metabolism	Elective	20	2
OCH 114	Introductory Chemistry for Biology Students	Elective	10	1

Level II - Core Courses

Code	Title	Status	Credit	Units
OBT 112	Plant structure and Development	Core	10	1
OBL 211	Fundamentals of Ecology	Core	10	1
OBL 212	Fundamental Genetics and Population Genetics	Core	10	1
OBL 213	Cell Microbiology and Immunology	Core	10	1
OBL 314B	Biology Practical	Core	10	1

Level II – Elective Courses

Code	Course Title	Status	Credit	Units
OBL 214	Biometry	Elective	10	1
OBL 216	Research Methodology	Elective	10	1
OBL 217	Introduction to soil science	Elective	10	1
OBT 211	Plant Physiology	Elective	10	1
OZL 211	Animal Parasites and Vector Biology	Elective	10	1

Level III - Core Courses

Code	Course Title	Status	Credit	Units
OBL 314C	Biology Practical	Core	10	1
OZL/OBT 314	Biology Special Project	Core	10	1

Level III – Elective Courses

Code	Course Title	Status	Credit	Units
OBL 211	Fundamentals of Ecology	Elective	10	1
OBL 311	Evolutionary Biology and Plant Evolution	Elective	10	1
OBL 312	Aquatic and Fish Biology	Elective	10	1

Courses for Geography**Level I**

Course	Course title	Status	credit	Units
OGE 131	Background to Geo-morphology	Core	10	1
OGE 133	Introduction to Geographical Techniques	Core	8	0.8
OGE 134	Fundamentals of Land Survey and Mapping Science	Core	10	1
OGE 135	Fundamentals of Climatology and Meteorology	Core	10	1

Level II

OGE 232	Population Geography	Core	5	0.5
OGE 233	Remote Sensing and Photogrammetry	Core	5	0.5
OGE 236	Geographical Information System	Core	10	1
OGE 239	Geography Fiel Practical	Core	10	1

Level III

OGE 332	Contemporary Geography of Africa	Core	10	1
OGE 333	Environmental Education and Conservation	Core	10	1
OGE 335	Environmental Hazards and Disaster Management	Core	20	2

Bachelor of Education in Special Education (BED SE)

This programme is designed to equip students with a strong foundation in both educational theory and the specialized skills required to support learners with diverse needs. This interdisciplinary programme combines in-depth studies of special education principles; including inclusive education, disability assessment, individualized instruction, and behavioural management. It involves comprehensive training in pedagogy, curriculum adaptation, and classroom strategies for inclusive settings. Through a blend of theoretical learning, hands-on experiences and practical teaching experience, students develop the

competencies necessary to create supportive learning environments and promote the academic and social development of learners with disabilities.

The programme prepares graduates to become knowledgeable and compassionate special needs educators who can contribute meaningfully to inclusive education in schools, resource centres, rehabilitation institutions, and community programmes. Career opportunities include special education teacher, inclusion coordinator, educational support officer, curriculum specialist, and roles in NGOs and government agencies working to promote education for all.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Basic Mathematic, Agriculture, Computer Science, or Nutrition.

Equivalent entry: All Diplomas in Education, Psychology, School Inspection with an average of “B” or a minimum GPA of 3.0. OR the Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

The total minimum credits will be 400 credits.

Level I

Code	Title	Status	Credit	Unit
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Computer	Core	10	1
OEP 101	Educational Psychology	Core	20	2
OEF 101	Philosophy of Education and Teaching	Core	20	2
OEF 102	History and Sociological Aspects in Education	Elective	20	2
OEI 101	Curriculum Development and Evaluation	Core	20	2
Courses from two teaching subjects		Core	60	6
Total			160	16

Level II

OEP 301	History and Issues in Special Education	Core	20	2
OEI 208C	Teaching Practice 1	Core	10	1
OEI 230-OEI 245	2 Teaching Methods Courses	Core	20	2
Courses from two Teaching Subjects		Core	60	6
Total			110	11

Two Teaching Methods Courses from the following:

Code	Title	Status	Credit	Unit
OEI 230	Chemistry Teaching Methods	Core	10	1
OEI 231	Physics Teaching Methods	Core	10	1
OEI 232	Biology Teaching Methods	Core	10	1
OEI 234	History Teaching Methods	Core	10	1
OEI 235	Geography Teaching Methods	Core	10	1
OEI 236	Religious Studies Teaching Methods	Core	10	1
OEI 237	Civics/ General Studies Teaching Methods	Core	10	1
OEI 238	English Teaching Methods	Core	10	1
OEI 239	Literature in English Teaching Methods	Core	10	1
OEI 240	Kiswahili Teaching Methods	Core	10	1
OEI 241	Business Studies Teaching Methods	Core	10	1
OEI 242	Economics Teaching Methods	Core	10	1
OEI 243	Home Economics Teaching Methods	Core	10	1
OEI 244	Mathematics Teaching Methods	Core	10	1
OEI 245	ICT Teaching Methods	Core	10	1

Level III

Code	Title	Status	Credit	Unit
OEP 302	Special Education Provisions and Services in Tanzania	Core	20	2
OEP 303	Inclusive Education	Core	20	2
OEP 304	Management of Special Education	Core	20	2
OEP 306	Transition Strategies in Special Education	Core	20	2
OEI 208B	Teaching Practice 2	Core	10	1
	Courses from two Teaching Subjects	Core	60	6
	Total		150	15

Bachelor of Arts with Education (BAED)

The programme is designed to equip students with both subject-matter expertise and pedagogical skills needed for effective teaching and learning in secondary and higher education. The programme combines academic training in arts subjects such as History, Geography, Kiswahili, English, or Literature with foundational courses in education, including curriculum development, educational psychology, teaching methods, and classroom management.

Through a blend of theoretical instruction and practical teaching experience, students gain the ability to plan lessons, assess learners, and address diverse classroom needs. Graduates are prepared for careers as secondary school teachers, education officers, curriculum developers, and other roles in the education sector, including work in government, NGOs, and international educational institutions. The programme also lays the groundwork for further studies in education or specialized disciplines within the arts.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics and Literature.

Equivalent entry: All Diplomas in Education, Vocational Education, School Inspection, Open and Distance Learning, Computer Science, Language, Community Development, Human Resources Management, Guidance and Counseling, Youth Development, Economic Development, Social Work, or Extension Services, with an average of "B" or a minimum GPA of 3.0. OR the Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

The total minimum credits will be 396 credits

Education Courses for B.A. (Ed.) Students

Level I

Code	Course title	Status	Credit	Units
OEP 111	Educational Psychology	Core	8	0.8
OEF 111	Philosophy of Educational and Teaching	Core	8	0.8
OEF 112	History and Sociological Aspects in Education	Core	7	0.7
OEP 118	Inclusive Education	Core	6	0.6
	Teaching Subject 1 (Arts Subjects)	Core	38	3.8
	Teaching Subject 2 (Arts Subjects)	Core	38	3.8
OEI 134A-OEI 140A	Teaching Methods 1 Subject 1	Core	4	0.4
OEI 134A-OEI 140A	Teaching Methods 1 Subject 2	Core	4	0.4
	2 Electives			
OEI 115	Innovative Pedagogy	Elective	6	0.6
**OCP 110	Information and Communication Technology Applications	Elective	6	0.6
OEA 112:	Financial Literacy	Elective	6	0.6
OEA 113	Youth Engagement and Community Development	Elective	6	0.6
OEA 114	: Digital Content Creation	Elective	6	0.6
	Total		125	

Two Teaching Methods Courses from the following:

Code	Course title	Status	Credit	Units
OEI 134A	History Teaching Methods	Core	4	0.4
OEI 135A	Geography Teaching Methods	Core	4	0.4
OEI 136A	Religious Studies Teaching Methods	Core	4	0.4
OEI 137A	Civics and General Studies Teaching Methods	Core	4	0.4
OEI 138A	English Language Teaching Methods	Core	4	0.4
OEI 139A	Literature in English Teaching Methods	Core	4	0.4
OEI 140A	Mbinu za Kufundisha Lugha ya Kiswahili	Core	4	0.4

Level II

Code	Course title	Status	Credit	Units
OEA 211	Professional Communication for Teachers	Core	6	0.6
OEI 211	Curriculum and Teaching	Core	8	0.8
OEI 201	Educational Measurement and Evaluation	Core	8	0.8
OEM 202	Instructional Leadership	Core	7	0.7
OEA 212	Professionalism and Ethics in Teaching	Core	8	0.8
OEP 217	Classroom Action Research	Core	6	0.6
	Teaching Subject 1 (Arts Subject)	Core	30	3
	Teaching Subject 2 (Arts Subject)	Core	30	3
OEI 134B-OEI 140B	Teaching Methods 1 Subject 1: Immersive Simulated Teaching	Core	4	0.4
OEI 134B-OEI 140B	Teaching Methods 1 Subject 2: Immersive Simulated Teaching	Core	4	0.4
	2 Electives			
OEA 217	Open Schooling	Elective	6	0.6
OEM 215/425	Emotional Intelligence and Stress Management	Elective	6	0.6
OEA 216	Tailor made and short course creation	Elective	6	0.6
	Total		127	

Two Teaching Methods Courses from the following:

Code	Course title	Status	Credit	Units
OEI 134B	History Teaching Methods	Core	4	0.4
OEI 135B	Geography Teaching Methods	Core	4	0.4
OEI 136B	Religious Studies Teaching Methods	Core	4	0.4
OEI 137B	Civics and General Studies Teaching Methods	Core	4	0.4
OEI 138B	English Language Teaching Methods	Core	4	0.4
OEI 139B	Literature in English Teaching Methods	Core	4	0.4
OEI 140B	Mbinu za Kufundisha Lugha ya Kiswahili	Core	4	0.4

Level III

Code	Course title	Status	Credit	Units
	Teaching Subject 1 (Arts Subjects)	Core	40	4
	Teaching Subject 2 (Arts Subject)	Core	40	4
OEI 308A	Teaching Method 2 Subject 1		26	2.6
	Cycle 1: Observation and co-teaching	Core	6	0.6
	Cycle 2: Lesson planning and implementation	Core	8	0.8
	Cycle 3: Lesson planning and independent teaching	Core	12	1.2
OEI 308B	Teaching Method 2 Subject 2		26	2.6
	Cycle 1: Observation and co-teaching	Core	6	0.6
	Cycle 2: Lesson planning and implementation	Core	8	0.8
	Cycle 3: Lesson planning and independent teaching	Core	12	1.2
	2 Electives from the following			
OEA 311	Planning and Management of Community Development Projects	Elective	6	0.6
OEA 312	Innovations and enterprise in Education	Elective	6	0.6

Code	Course title	Status	Credit	Units
OEA 314	Contemporary Issues in Secondary Education	Elective	6	0.6
OEM 309	Entrepreneurship and Career Development in Education	Elective	6	0.6
	Total		144	14.4

Geography

Code	Title	Status	credit	Units
OGE 121	Background to Physical Resources	Core	20	2
OGE 122	Introduction to Human Geography	Core	20	2
OGE 123	Introduction to Geographic Techniques	Core	20	2
OGE 225	Population and Development	Core	20	2
OGE 229	Geography Field Practical	Core	20	2
OGE 326	The African Environment and Development	Core	20	2

History

Code	Title	Status	credit	Unit
OHI 131	Introduction to African History	Core	20	2
OHI 132	History of Tanzania to the Recent Past	Core	20	2
OHI 133	Theory and Practice in Africa History	Core	20	2
OHI 134	The Political History of Zanzibar	Core	20	2
OHI 135	Themes in African Pre-History	Core	20	2
OHI 231	History of East Africa to the Recent Past	Core	20	2

English Language

Code	Title	Status	Credit	Unit
OLL 131	Introduction to Language and Linguistics	Core	20	2
OLL 132	English Structure	Core	20	2
OLL 235	Phonetics and Phonology	Core	20	2
OLL 232	Morphology	Core	20	2
OLL 236	Applied Linguistics	Core	20	2
OLL 233	Syntax	Core	20	2

Literature in English

Code	Title	Status	Credit	Units
OLT 131	Literary Theory and Criticism	Core	20	2
OLT 132	Studies In African Literature	Core	20	2
OLT233	Oral Literature I	Core	20	2
OLT 231	Literary Stylistics	Core	20	2
OLT 332	African American Literature	Core	20	2
OLT 337	Creative Writing	Core	20	2

Kiswahili

Code	Title	Status	Credit	Unit
OSW 131	Utanguliziwa Lugha na Simu	Core	20	2
OSW 133	Fasihi ya Kiswahili Nadharia na Uhakiki	Core	20	2
OSW 231	Sarufi ya Kiswahili na Sintaksia	Core	20	2
OSW 232	Fonetiki na Fonolojia ya Kiswahili	Core	20	2
OSW 233	Mofolojia ya Kiswahili	Core	20	2
OSW 234	Fasihi iSimulizi	Core	20	2

Economics

Code	Title	Status	Credit	Unit
OEC 131	Introduction to Microeconomics	Core	20	2
OEC 132	Introduction to Macroeconomics	Core	20	2
OEC 230	Intermediate Microeconomics	Core	20	2

Code	Title	Status	Credit	Unit
OEC 231	Intermediate Macroeconomics	Core	20	2
OEC 133	Mathematics for Economics	Core	20	2
OEC 234	Econometrics	Core	20	2

Civics

Code	Title	Status	Credit	Units
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	Core	20	2
OPS 320	Democracy and Human Rights	Core	20	3
ODS 101A	Concepts/Theories of Social Development	Core	10	1
ODS 101C	Political and Social Development in Africa	Core	10	1
OIR 302	Contemporary Issues in Global Politics	Core	20	2

Religious Studies

Code	Title	Status	Credit	Unit
OPR 121	Introduction to Critical Thinking and Argumentation	Core	20	2
OPR 124	Religious Phenomena	Core	20	2
OPR 221	Philosophy of Religion	Core	20	2
OPR 125	Religion in Public Life	Core	20	2
OPR 126	Religion and Development	Core	20	2
OPR 221	Philosophy of Religion	Core	20	2
OPR 224	Interreligious Peace and Reconciliation	Core	20	2

Please Note: B.A Ed. students are required to register in all courses indicated for respective subject specializations.

Diploma in Early Childhood Care and Education (DECCE)

The Diploma in Early Childhood Care and Education (DECCE) is designed to prepare competent, creative, and professionally qualified early childhood educators capable of working effectively in diverse early learning and child development settings. The programme equips students with comprehensive knowledge, practical skills, and professional competencies in early childhood care, education, child development, health, nutrition, protection, curriculum implementation, and inclusive learning practices. The programme provides a strong academic and professional foundation for graduates who wish to pursue higher education in Early Childhood Education and related fields. Holders of the diploma may qualify for admission into bachelor's degree programmes and other advanced professional training opportunities. In addition, the programme nurtures research awareness, leadership, and lifelong learning skills necessary for continuous professional development in the field of Early Childhood Care and Education.

Entry Qualifications

The entry qualifications to this Diploma in Early Childhood Care and Education programme of the Open University of Tanzania [OUT] are:

OPTION I

- Certificate of Education (Ordinary Level) or equivalent, with passes in FOUR approved subjects, obtained before the sitting of the Advanced Certificate of Secondary Education Examination (A.C.S.E.) or equivalent.
- One of the following combinations of passes in the Advanced Certificate of Secondary Education Examination (A.C.S.E.) equivalent.

Either

- One principal Level pass (in appropriate subjects) and one Subsidiary pass or

- ii) An appropriate equivalent Certificate approved by the Senate of The Open University of Tanzania. The certificate must be for a duration of at least one year.

OPTION II

Candidates who have completed Form Four with a minimum pass in 4 subjects, have undergone training for about 9 months, and obtained a certificate qualification equivalent to NTA level 5 or NQF level 5, may be considered for admission

OPTION III

Candidates with awards from other Institutions of Higher Learning will be considered on their own merit. These include a certificate or a Diploma from other fields, a degree or an advanced Diploma in a relevant field.

OPTION IV

Either a candidate must possess a certificate with at least 3.0 GPA or 'C' average grade in the specified fields, such as special education; education; primary teacher education; early childhood education; technical education; educational management and administration; open and distance learning; curriculum design and development; business education; ICT; computer science; languages; guidance and counseling; community development; social work; assistive technology; audiology; physiotherapy; sign language; adult education; rehabilitation studies; hearing sciences and audiology, PLUS additional entry qualifications for those without a certificate in early childhood education.

General Fees for DECE

No.	Item	Local (Tshs)	EAC/SADC (USD)	Non-SADC/EAC (USD)
1.	Registration Fees	30,000	30	30
2.	Examination fees paid per paper (Test & Exam)	10,000	20	40
3.	Student Organisation fees (annually)	20,000	20	20
4.	Student Identity Card	20,000	20	20
5.	NACTVET verification fee	10,000	20	40
6.	Quality Assurance Fee (annually)	20,000	20	40

Tuition Fees per Unit (or per 10 credits) for DECE

No	Item	Local (Tshs.)	EAC/SADC (USD)	Non-SADC/EAC (USD)
1.	Theoretical course by distance mode	40,000	40	80
2.	Theoretical Course by Face-to-Face	90,000	60	120
3.	Micro-teaching	100,000	70	140
4.	Teaching practice	100,000	70	140

Courses for DECCE

Level I

Code	Course Title	Status	Credit	Units
ODE 010	Child Growth and Development	Core	10	1
ODE 011	Teaching Methods and Material Development for Young Children	Core	10	1
ODE 012	Curriculum Development in Early Childhood Education	Core	10	1
ODE 013	Family, Child Care, and Nutrition	Core	10	1
ODE 014	Philosophical Foundations of Early Childhood Development	Core	10	1
ODE 015	Language and Literacy in Early Childhood	Core	20	2
ODE 016	Mathematics in Early Childhood Education	Core	20	2
ODE 017	ICT in Early Childhood Education	Core	10	1
ODE 026	MicroTeaching	Core	10	1
	Total Credits		110	11

Level II

Code	Course title	Status	Credit	Units
ODE 018	Music, Movement, and Drama	Core	20	2
ODE 019	Contemporary Issues in Early Childhood Development	Core	10	1
ODE 020	Health and Physical Education in Early Childhood Development	Core	20	2
ODE 021	Administration and Management of ECCE	Core	10	1
ODE 022	Research, Monitoring, and Evaluation in Early Childhood Development	Core	20	2
ODE 023	Children with Special Needs in Early Childhood	Core	10	1
ODE 025	Environmental Science in Early Childhood Education	Core	20	2
ODE 024	Teaching Practice	Core	10	1
Total Credits			130	13

Bachelor of Early Childhood Care and Development-BECCD

Scientific evidence from physiology, nutrition, psychology, neurobiology, education, and related disciplines demonstrates that the early years of life, particularly from birth to eight years, are a critical period for intellectual, emotional, social, psychological, and physical development. During this period, children develop essential language, cognitive, emotional regulation, social, and problem-solving skills that influence their subsequent educational achievement, health, wellbeing, and participation in society. Early experiences shape brain development and establish foundations for lifelong learning and development; consequently, opportunities for quality care, stimulation, health, and education provided during early childhood can have lasting benefits, while opportunities missed during this critical period are difficult to recover later in life. Achieving optimal child development therefore requires competent early childhood professionals who possess appropriate knowledge, skills, and positive attitudes to provide quality care, health support, stimulation, and education, while creating safe, nurturing, and developmentally appropriate learning environments for young children.

The need for qualified Early Childhood Care and Development (ECCD) personnel is particularly important in Tanzania following the Government's directive that every primary school should have a pre-primary class, as reflected in the Education and Training Policy frameworks. However, the expansion of pre-primary education has not always been accompanied by adequate arrangements for meeting the teaching and learning needs of young children.

The Bachelor of Early Childhood Care and Development programme is therefore designed to produce competent and specialized professionals capable of promoting children's holistic development through quality care, health, education, protection, and developmentally appropriate learning experiences. The programme is timely given the growing demand for improved quality of pre-primary education and the relatively small number of early childhood teachers trained at degree level. Graduates will be prepared to work as early childhood teachers and education officers in pre-primary and other early childhood institutions, as well as in child-focused NGOs, curriculum development, educational consultancy, and other organizations requiring expertise in Early Childhood Care and Development.

Entry Requirements

So, as the student qualifies to be admitted to this programme, they must possess one of the following qualifications:

SN	Category of Applicants	Minimum Undergraduate Admission Entry Qualifications
1.	Advanced Secondary Education	Certificate of Advanced Secondary Education with at least 2 principal passes in any subjects except religious subjects.
2.	Ordinary Diploma in ECE, FTC and Equivalent Qualification Applicants	At least four passes ('D's and above) at O' Level or NTA Level III with less than four O' Level passes or equivalent foreign qualifications as established by either NECTA or VETA; AND
		i) At least a GPA of 3.0 for an Ordinary Diploma in ECE (NTA Level 6); OR
		ii) Average of 'B' Grade for a Diploma in Secondary Education; Diploma in Primary Education; Diploma in Early Childhood Education OR

		iii) Average 'B+' Grade for Health-related awards such as Clinical Medicine and others; OR
		iv) A Distinction for unclassified Diplomas and certificates
		v) Upper Second Class for classified non-NTA Diplomas
3.	Foundation Programme	Certificate in Foundation Programme with a GPA of 3.0 and above from OUT or any other recognized institution accredited by TCU.
		Either a candidate must possess a diploma with at least 3.0 GPA or 'C' average grade in specified fields such as a Diploma in Primary education, Diploma in primary teacher education, Diploma in technical education, Diploma in computer science, Diploma in languages, Diploma in educational management and administration, Diploma in education, Diploma in social work, Diploma in community development, Diploma In Human Resources Management, Diploma in Guidance and Counseling, Diploma in youth development, Diploma in economic development and Diploma in School Inspection.

The total minimum credits will be 372 credits

Courses

Level 1 (Year 1)

Code	Course title	Status	Credit	Units
OEP111	Educational psychology	Core	8	0.8
OEP 112	Child growth and development	Core	15	1.5
OEP 113	Philosophy and sociology of early childhood education	Core	15	1.5
OEP 114	Development of language and literacy in early childhood	Core	15	1.5
OEP 115	History and practices of early childhood development	Core	15	1.5
OEP 116	Development of numeracy skills in early childhood	Core	15	1.5
OEP 108A	Pre-teaching activities and Simulation Teaching in Early Childhood Education	Core	15	1.5
OEP 118	inclusive education	Core	6	0.6
OCP 110	Information and communication application technology	Core	6	0.6
OEP 119	Classroom Management and Practices	Elective	6	0.6
OEP 117	behavioural problems and adjustment in children	Elective	6	0.6
OEP 317	assistive technology for students with disabilities	Elective	6	0.6
Total			122	12.2

Level 2 (Year 2)

Code	Course title	Status	Credit	Units
OEP 108 B	Pre Teaching activities and Simulation Teaching in Early Childhood Education	Core	15	1.5
OEM 202	Instructional leadership	Core	07	0.7
OEP 212	Material Development in ECE	Core	15	1.5
OEP 213	Curriculum and teaching in ECE	Core	10	1.0
OEP 214	Assessment and evaluation in ECE	Core	15	1.5
OEP 215	Environmental science in ECE	Core	15	1.5
OEP 216	Health, safety and nutrition in early years	Core	10	1.0
OEA 211	Professional communication for teachers	Core	6	0.6
OEA 212	Professionalism and ethics in teaching	Core	08	0.8
OEP 217	Classroom action research	Core	6	0.6
And two electives				
OEP 218	teaching art, creativity and sports in ECE	Elective	8	0.8
OEP 219	family and community engagement in education	Elective	8	0.8
OEP 319:	teaching sign language	Elective	8	0.8
Total			123	12.3

Level 3 (Year 3)

Code	Course title	Status	Credit	Units
OEP 311	Guidance and counselling in education	Core	10	1.0
OEP 312	Integrating cross-cutting issues in early childhood teaching	Core	15	1.5
OEI 308	Practical training	Core	20	2.0
OEP 313	Teaching and learning methods for numeracy	Core	20	2.0
OEP 314	Teaching and learning methods for emergent literacy skills	Core	20	2.0
OEP 315	Special educational needs in early years	Core	15	1.5
OEP 316	ICT integration in teaching and learning	Core	15	1.5
And two electives				
OEA 112/412	financial literacy	Elective	06	06
OEM 308	project management in education	Elective	06	0.6
OEM 306:	Conflict Management and Negotiation Skills in Education	Elective	06	0.6
TOTAL		360	127	12.7

Bachelor of Special and Inclusive Education (BSIE)

The Bachelor of Special and Inclusive Education is a three-year undergraduate degree programme designed to equip students with comprehensive knowledge, professional skills, and practical competencies required to facilitate effective learning among learners with disabilities and other special educational needs. The programme combines specialized studies in special and inclusive education with training in pedagogy, educational assessment, curriculum adaptation, instructional strategies, classroom management, and educational support services. Through a blend of theoretical learning and practical experiences, students develop the ability to identify and respond appropriately to diverse learning needs, including physical, hearing and visual impairments, speech and language difficulties, and other learning difficulties. The programme also develops students' competencies in curriculum planning, individualized educational programmes, assessment, classroom organization, and collaboration with parents and other professionals.

The programme prepares graduates to become competent, reflective, and committed special and inclusive education practitioners capable of contributing meaningfully to quality and equitable education. Career opportunities include special education teacher, inclusive education teacher, education officer, special needs education officer, curriculum developer, educational assessor, learning support practitioner, and educational consultant. By expanding opportunities for professional preparation in special and inclusive education, the programme supports OUT's commitment to providing affordable and accessible higher education to diverse and disadvantaged groups and contributes to national efforts to promote inclusive education and improve learning opportunities for persons with disabilities.

Entry Requirements

The entry qualifications to this bachelor's programme of the Open University of Tanzania [OUT] are:

OPTION I

- a) Certificate of Education (Ordinary Level) or equivalent, with passes in FOUR approved subjects, obtained prior to the sitting of the Advanced Certificate of Secondary Education Examination (A.C.S.E.E.) or equivalent.
- and
- b) One of the following combinations of passes in the Advanced Certificate of Secondary Education Examination (A.C.S.E.E.) or equivalent;
- Either
- i) Two principal Level passes (in appropriate subjects) or
 - ii) An appropriate equivalent Diploma approved by the Senate of The Open University of Tanzania. These may include. The diploma must be of duration of at least two years

OPTION II

Candidates who do not qualify under options I may register for Foundation Courses (OFC offered by The Open University of Tanzania. Those who pass examinations set at the end of the course will be eligible for registration for any of the degree Programmes listed above, depending on the subject combination taken in the OFC.

OPTION III

Candidates with awards from other Institutions of Higher Learning will be considered on their own merit. These include a degree or an advanced Diploma in a relevant field.

OPTION IV

Either a candidate must possess a diploma with at least 3.0 GPA or 'C' average grade in specified fields such as: Diploma in special education; Diploma in education; Diploma in primary teacher education; Diploma in early childhood education; Diploma in technical education; Diploma in educational management and administration; Diploma in open and distance learning; Diploma in curriculum design and development; Diploma in business education; Diploma in languages; Diploma in Guidance and Counselling; Diploma in community development; Diploma in social work; Diploma in Assistive Technology; Diploma in audiology; Diploma in Physiotherapy; Diploma in Sign Language; Diploma in Adult Education; Diploma in Rehabilitation studies; Diploma in Hearing Sciences and Audiology; PLUS additional entry qualifications for those without a diploma in special education: (1) a training in special education or (2) a training in disability issues or (3) experience in services for people with disabilities.

**The total minimum credits will be 395 credits
Courses**

Level I

Code	Course title	Status	Credit	Units
OEP111:	Educational psychology	Core	7	0.7
OEF 111:	Philosophy of Education	Core	8	0.8
OEP 118:	Inclusive Education	Core	6	0.6
OEF 112:	Sociology of Education	Core	7	0.7
OEI 130A-OEI 145A	Teaching Methods 1 Subject 1-Pre-teaching activities	Core	4	0.4
OEI 130A-OEI 145A	Teaching Methods 1 Subject 2 -Pre-teaching activities	Core	4	0.4
T.S course1		Core	38	3.8
T.S course2		Core	38	3.8
Two electives				
*OEP 120:	Foundations of Special Needs Education	Elective	3	0.3
*OEP 121:	Early Identification, Assessment and Intervention of Students with Special Needs	Elective	3	0.3
OCP 110:	Information and communication application technology	Elective	6	0.6
	Total		121	12.1

Level II

Code	Course title	Status	Credit	Units
OEA 211:	Professional Communication for Teachers	Core	6	0.6
OEA 212:	Professionalism and Ethics in Teaching	Core	8	0.8
OEI 201:	Educational Measurement and Evaluation	Core	8	0.8
OEI 211	Curriculum and Teaching	Core	8	0.8
OEM 202:	Instructional Leadership	Core	7	0.7
OEP 217:	Classroom Action Research	Core	6	0.6
T.S 1	Teaching Subject 1	Core	30	3
T.S 2	Teaching Subject 2	Core	30	3
OEI 130B-OEI 145B	Teaching Method 1 Subject 1-Immersive Simulated Teaching	Core	3	0.3

Code	Course title	Status	Credit	Units
OEI 130B-OEI 145B	Teaching Method 1 Subject 2-Immersive Simulated Teaching	Core	3	03
Streams (1 HI &2VI)				
*OEP 220:	Introduction to Hearing Impairment, Anatomy and Physiology of the Ear	Core	3	0.3
*OEP 221:	Introduction to Visual Impairment, Anatomy and Physiology of the Eye	Core	3	0.3
Two electives				
OEP 219:	family and community engagement in education	Elective	6	0.6
OEP 224:	habilitation, rehabilitation & transition programmes for learners with PD and OHI	Elective	6	0.6
OEM 309:	Entrepreneurship and Career Development in Education	Elective	6	0.6
	Total		124	12.4

Level III

Code	Course title	Status	Credit	Units
OEP 311:	Principles of Guidance and Counselling	Core	3	0.3
OEP 317:	Assistive technology for students with disabilities	Core	3	0.3
T.S course1		Core	40	4.0
T.S course2		Core	40	4.0
OEI 308A Teaching Method 2 Subject 1				
Cycle 1:	Observation and Core Teaching	Core	6	0.6
Cycle 2:	Lesson Planning and Implementation	Core	8	0.8
Cycle 3:	Lesson Planning and Independent Teaching	Core	12	1.2
OEI 308B Teaching Method 2 Subject 2				
Cycle 1:	Observation and Core Teaching	Core	6	0.6
Cycle 2:	Lesson Planning and Implementation	Core	8	0.8
Cycle 3:	Lesson Planning and Independent Teaching	Core	12	1.2
Streams (1HI & 2 VI)				
*OEP 318:	Teaching Reading and Writing Braille	Core	3	0.3
*OEP 319:	Teaching Sign Language	Core	3	0.3
Electives				
*OEP 320:	Orientation and Mobility for Individuals with Visual Impairment	Elective	3	0.3
*OEP 321:	Educational Audiology	Elective	3	0.3
OEI 314:	Education for Sustainable Development	Elective	6	0.6
			150	15

Teaching Subjects

Geography

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OGE 131: Background to Geomorphology	Core	06	14	05	30	45	00	100	10
OGE 133: Introduction to Geographical Techniques	Core	12	28	50	40	30	20	180	18
OGE 135: Fundamentals of Climatology and Meteorology	Core	06	14	05	30	35	10	100	10
Total credits for level 1									38
Year 2 = 30 Credits									
OGE 238: Field Attachment	Core	0	0	0	0	0	0	100	10
OGE 239: Geography Field Practical	Core	0	0	20	0	20	160	200	20
Total credits for level 2									30
Year 3 = 40 Credits									
OGE 335: Environmental Hazards and Disaster Management	Core	12	28	10	60	70	20	200	20
OGE 336: Climate Change and Development	Core	12	28	10	60	70	20	200	20
Total credits for level 3									40
Grand Total credits for BSIE									108

History

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OHI 132: History of Tanzania	Core	12	28	50	40	30	20	180	18
OHI 133: Theory and Practice in Africa History	Core	12	28	10	60	70	20	200	20
TOTAL credits for level 1									38
Year 2 = 30 Credits									

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
OHI 231: History of East Africa	Core	04	11	25	20	30	10	100	10
OHI 235: History of South Africa to recent past	Core	12	28	10	60	70	20	200	20
TOTAL credits for level 2									30
Year 3 = 40 Credits									
OHI 331: Africa and the Black Diaspora	Core	04	11	25	20	30	10	200	20
OHI 332: History of Central Africa	Core	12	28	10	60	70	20	200	20
Total credits for level 3									40
Grand Total credits for BSIE									108

Literature

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OLET 101: Literary theory and Criticism	Core	12	28	10	60	70	20	18	18
OLET 103: Creative writing for Fiction, Drama and Poetry	Core	12	28	10	60	70	20	200	20
Total credits for level 1									38
Year 2 = 30 Credits									
OLET 201: Creative writing for Fiction, Drama and Poetry	Core	12	28	10	60	70	20	200	20
OLET 205: Contemporary trends in African Literature	Core	12	28	10	60	70	20	100	10
Total credits for level 2									30
Year 3 = 40 Credits									
OLET 302: African American Literature	Core	12	28	10	60	70	20	200	20
OLET 303: Creative Writing Project	Core	NA	NA	10	NA	200	NA	200	20
Total credits for level 3									40
Grand Total credits for BSIE									108

Linguistic

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OLL 141: Introduction to Language and Linguistics	Core	12	28	10	60	70	20	180	18
OLL 142: English Structure	Core	12	28	10	60	70	20	200	20
OLL 143: Discourse analysis and register									38
Total credits for level 1									
Year 2 = 30 CREDITS									
OLL 235: Phonetics and Phonology	Core	12	28	10	60	70	20	200	20
OLL 242: Morphology	Core	12	28	10	60	70	20	200	20
OLL 243: English Syntax									
Total credits for level 2									40
Year 3 = 40 Credits									
OLL 341: Trends in Modern linguistic Theory	Core	12	28	10	60	70	20	200	20
OLL 345: Semantics	Core	12	28	10	60	70	20	200	20
Total credits for level 3									40
Grand Total credits for BSIE									108

Kiswahili

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignment s Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OSW 141: Introduction to Language and Linguistics	Core	12	28	10	60	70	20	180	18
OSW 143: Theory of Kiswahili Literature and Criticism	Core	12	28	10	60	70	20	200	20
Total credits for level 1								380	38
Year 2 = 30 Credits									

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
OSW 241: Kiswahili Grammar and syntax	Core	12	28	10	60	70	20	100	10
OSW 242: Swahili phonetics and phonology	Core	12	28	10	60	70	20	200	20
TOTAL credits for level 2								300	30
Year 3 = 40 Credits									
OSW 343: Kiswahili Poetry	Core	12	28	10	60	70	20	200	20
OSW 345: Sociolinguistic	Core	12	28	10	60	70	20	200	20
Total credits for level 3								400	40
Grand Total credits for BSIE								1,080	108

Political Science

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OPA 101: Introduction to Public Administration	Core	12	28	10	60	70	20	180	18
OPA 102: Organization Theory and Public Bureaucracies	Core	12	28	10	60	70	20	200	20
Total credits for level 1								380	38
Year 2 = 30 Credits									
OPA 202: Decision Making and Public Policy Analysis	Core	12	28	10	60	70	20	100	10
OIR 201: Theories and issues in International	Core	12	28	10	60	70	20	200	20
Total credits for level 2								300	30
Year 3 = 40 Credits									
OIR 302: Contemporary issues in Global Politics	Core	12	28	10	60	70	20	200	20
OPS 320: Democracy and Human Right	Core	12	28	10	60	70	20	200	20
Total credits for level 3								400	40
Grand Total credits for BSIE								1,080	108

Religious Studies

Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 38 Credits									
OPR 121: Introduction to Critical Thinking and Argumentation	Core	12	28	10	60	70	20	180	18
OPR 124: Religious Phenomena	Core	12	28	10	60	70	20	200	20
Total credits for level 1								380	38
Year 2 = 30 Credits									
OPR 221: Religious Public life	Core	12	28	10	60	70	20	200	10
OPR 224: Religion and Development	Core	12	28	10	60	70	20	200	20
Total credits for level 2								300	30
Year 3 = 40 Credits									
OPR 321: Philosophy of Religion	Core	12	28	10	60	70	20	200	20
OPR 324: Inter-religious Peace and Reconciliation	Core	12	28	10	60	70	20	200	20
Total credits for level 3								400	40
Grand Total credits for BSIE								1080	108

Economics

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
Level 1: 38 Credits									
OEC 140: History of Economic Thought	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OEC 141: Introduction to Micro-Economics	Core	12	28	10	60	70	20	200	20
OEC 142: Introduction to Macro-Economics	Core	10	20	10	60	60	20	200	18
Total									38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEC 240: Intermediate Economics	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 214: Public Finance	Core	6	14	5	30	35	10	100	10
OTM 244: Econometrics	Core	12	28	10	60	70	20	200	20
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEC 340: Monetary Economics	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OEC 341: International Economics	Core	12	28	10	60	70	20	200	20
OEC 342: Public Economics	Core	12	28	10	60	70	20	200	20
Total									40
Grand Total									108

Note: Courses with * are not credited

Accounts

Accountants									
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
Level 1: 38 Credits									
OAF 111: Principles of Accounting	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 113: Principles of Finance	Core	10	20	10	60	60	20	180	18
OME 120: Procurement for Accountants	Core	12	28	10	60	70	20	200	20
Total									38

Level 2:30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
* OAF 213: Financial Management *	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 215: Principles of Auditing	Core	6	14	5	30	35	10	100	10
OAF 217: Cost Accounting	Core	12	28	10	60	70	20	200	20
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OAF 318: Corporate Finance	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 317: Taxation	Core	6	14	5	30	35	10	100	10
OAF 315: Public Sector Accounting	Core	6	14	5	30	35	10	100	10
Total									40
Grand Total									108

Note: Courses with * are not credited

Business Studies

Course Code		Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
Level 1: 38 Credits										
OAF 112: Business Mathematics and Statistics	Core	FTF	Online	10	60	70	20	200	20	
		12	28							
OAF 113: Principles of Finance	Core	10	20	10	60	60	20	180	18	
OLG 221: Business Research Methods	Core	12	28	10	60	70	20	200	20	
Total										38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OLG 222: Business Law and Ethics	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 215: Principles of Auditing	Core	6	14	5	30	35	10	100	10
OAF 217: Cost Accounting	Core	12	28	10	60	70	20	200	20
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OME 312: Entrepreneur and Business Planning	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 317: Taxation	Core	6	14	5	30	35	10	100	10
OAF 316: Performance Management	Core	6	14	5	30	35	10	100	10
Total									40
Grand Total									108

NOTE: Courses with * are not credited

ICT- Information and Communication Technology

Level 1										
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits
OIT 141	Fundamentals of Information Systems	Core	FTF	Online	5	30	35	10	100	10
			6	14						
OIT 144	Database Design	Core	6	14	5	30	35	10	100	10
OIT 145	Computing Architecture	Core	12	28	10	60	70	20	200	20
										40

Level 2											
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits	
OIT 241	Operating Systems	Core	FTF	Online	10	60	70	20	200	20	
			12	28							
OIT 144	Programming in C	Core	6	14	5	30	35	10	100	10	
										30	
Level 3											
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits	
OIT 344	Cyber Security	Core	FTF	Online	10	60	70	20	200	20	
			12	28							
ODM 311	Multimedia Technology	Elective	12	28	10	60	70	20	200	20	
										40	

Chemistry

Level 1											
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits	
OCH 121	Physical Chemistry	Core	FTF	Online	5	30	35	10	100	10	
			6	14							
OCH 123	Organic Chemistry	Core	12	28	20	20	50	70	200	20	
										30	
Level 2											
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits	
OCH 221	Basic Analytical Chemistry	Core	FTF	Online	5	30	35	10		100	10
			6	14							
OCH 223	Advanced Inorganic Chemistry	Core	12	28	20	20	50	70		200	20
										30	

Level 3										
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits
OCH 320	Chemistry Practical	Core	FTF	Online	0	30	30	140	200	20
			0	0						
OCH 321	Chemical Kinetics and Electrochemistry	Core	6	14	5	30	35	10	100	10
OCH 322	Instrumental Methods in Analytical Chemistry	Core	6	14	5	10	40	35	100	10
										40

Physics

Level 1										
Course Code	Course Name	Core or elective	Lecture Hrs.	Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits	
OPH 111	Fundamental Physics	Core	FTF	Online	20	20	50	70	200	20
			12	28						
OPH 112	Electromagnetism I & II	Core	12	28	20	20	50	70	200	20
										40
Level 2										
Course Code	Course Name	Core or elective	Lecture Hrs.	Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits	
OPH 211	Statistical Thermodynamics	Core	FTF	Online	20	20	50	70	200	20
			12	28						
OPH 216	Basic Electronics	Core	12	28	20	20	50	70	200	20
										40

Level 3										
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits
OPH 312/351	Physics of the Atom	Core	FTF	Online	5	30	35	10	100	10
			6	14						
OPH 313/352	Quantum Theory of Solids	Core	6	14	5	30	35	10	100	10
OPH 310	Physics Practical	Core	0	0	0	30	30	140	200	20
										40

Mathematics

Level 1										
Course Code	Course Name	Core or elective	Lecture Hrs.		Tutorial or Seminar hrs	Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits
OMT 111	Mathematical Analysis	Core	FTF	Online	20	20	50	70	200	20
			12	28						
OMT 112	Linear Algebra	Core	6	14	5	30	35	10	100	10
OMT 115	Introduction to Mathematical Logic and Set Theory	Core	6	14	5	30	35	10	100	10
										40

Level 2

Course Code	Course Name	Core or elective	Lecture Hrs.	Tutorial or Seminar hrs		Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits
OMT 221	Numerical Methods	Core	FTF	Online	5	30	35	10	100	10
			6	14						
OMT 224	Ordinary Differential Equations	Core	6	14	5	30	35	10	100	10
OMT 228	Linear Programming	Core	6	14	5	30	35	10	100	10
OMT 230	Mathematical Programming with Matlab	Core	6	14	5	30	35	10	100	10
										40

Level 3

Course Code	Course Name	Core or elective	Lecture Hrs.	Tutorial or Seminar hrs		Assignment hrs	Independent study hrs	Practical hrs	Total hrs	Credits
OMT 225	Applied Vector Theory	Core	FTF	Online	5	30	35	10	100	10
			6	14						
OMT 333	Complex Analysis	Core	6	14	5	30	35	10	100	10
OMT 338	Functional Analysis	Elective	6	14	5	30	35	10	100	10
OMT 340	Theory of Estimation and Test of Hypothesis	Elective	6	14	5	30	35	10	100	10
										40

Biology

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OBL 101: Biological Techniques	Core	FTF	Online	5	25	30	0	80	8
		6	14						
OBT 151: Diversity of Plants and Fungi	Core	20	40	15	90	105	30	300	30
*OZL 151: Diversity of Animals	Core	*	*	*	*	*	*	*	*
Total									38
Level 2: 30 Credits									
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OBL 204: Soil Science	Core	FTF	ONLINE	5	30	35	10	100	10
		6	14						
OBL 251: Microbes & Microbial Genetics	Core	12	28	10	60	70	20	200	20
Total									30
Level 3: 40 Credits									
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OZL 310: Animal Behaviour	Core	FTF	Online	5	30	35	10	100	10
		6	28						
OZL 351: Principles of Ecology	Core	12	28	10	60	70	20	200	20
OBT 309: Plant Breeding	Core	6	14	5	30	35	10	100	10
*OBT 350B: Botany Practical	Core	*	*	*	*	*	*	*	*
Total									40
Grand Total									110

Normal Learning Matrix for Teaching Method Courses

OEI 134A/534A – 145A/545A: Pre-teaching activities

(Series 500 are for Post-graduate Diploma in Education students)

Teaching Methods									
Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 08 Credits									
OEI 130/530: Chemistry teaching methods	Core	10	15	15	0	0	0	40	04
OEI 131/531: Physics teaching methods	Core	10	15	15	0	0	0	40	04
OEI 132/532: Biology teaching methods	Core	10	15	15	0	0	0	40	04
OEI 134A/534A: History teaching methods	Core	10	15	15	0	0	0	40	04
OEI 135A/535A: Geography teaching methods	Core	10	15	15	0	0	0	40	04
OEI 136A/536A: Religious teaching methods	Core	10	15	15	0	0	0	40	04
OEI 137A/537A: Civics/ General Studies teaching methods	Core	10	15	15	0	0	0	40	04
OEI 138A/538A: English Language teaching methods	Core	10	15	15	0	0	0	40	04
OEI 139A/539A: Literature in English teaching methods	Core	10	15	15	0	0	0	40	04
OEI 140A/540A: Kiswahili teaching methods	Core	10	15	15	0	0	0	40	04
OEI 141A/541A: Business Studies Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 142A/542A: Economics Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 143A/543A: Home Economics Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 144A/544A: Mathematics Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 145A/545A: ICT Teaching Methods	Core	10	15	15	0	0	0	40	04
Total Credits for Level 1									08

OEI 134B/534B – 145B/545B: Immersive Simulated Teaching
(Series 500 are for Post-graduate Diploma in Education students)

Teaching methods									
Course Code & Title	Status	Topic Hours FTF	Topic Hours Online	Seminar & Tutorial Hours	Assignments Hours	Independent Studies Hours	Practical Hours	Total Hours	Credits
Year 1 = 08 CREDITS									
OEI 134B/534B: History teaching methods	Core	10	15	15	0	0	0	40	04
OEI 135B/535B: Geography teaching methods	Core	10	15	15	0	0	0	40	04
OEI 136B/536B: Religious teaching methods	Core	10	15	15	0	0	0	40	04
OEI 137B/537B: Civics/ General Studies teaching methods	Core	10	15	15	0	0	0	40	04
OEI 138B/538B: English Language teaching methods	Core	10	15	15	0	0	0	40	04
OEI 139B/539B: Literature in English teaching methods	Core	10	15	15	0	0	0	40	04
OEI 140B/540B: Kiswahili teaching methods	Core	10	15	15	0	0	0	40	04
OEI 141B/541B: Business Studies Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 142B/542B: Economics Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 143B/543B: Home Economics Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 144B/544B: Mathematics Teaching Methods	Core	10	15	15	0	0	0	40	04
OEI 145B/545B: ICT Teaching Methods	Core	10	15	15	0	0	0	40	04
Total Credits for Level 1									08

Note: All BSIE students are required to register for TWO teaching methods courses indicated for respective TWO subjects of specializations.

Bachelor of Tourism with Education (BT-Ed)

This programme is designed to equip students with a strong foundation in both tourism knowledge and educational practice. The interdisciplinary programme combines studies in tourism, hospitality, tourism policy and planning, natural resources, recreation, customer care, and cultural diversity with comprehensive training in educational theories, pedagogy, curriculum development, and teaching methodologies. Through a blend of theoretical learning and practical teacher training, students develop the knowledge and competencies needed to effectively teach tourism-related subjects and apply tourism concepts within educational contexts.

The programme prepares graduates to become competent tourism educators and professionals capable of contributing to sustainable tourism development, quality education, environmental conservation, and community empowerment. Graduates will be equipped to teach tourism subjects, design and implement tourism education curricula, support tourism management and development, and contribute to the education and tourism sectors through leadership, entrepreneurship, and professional practice.

Entry Requirements.

Direct Entry: Two Principal level passes with a total of 4 points in two relevant subjects at the Advanced Certificate of Secondary Education Examination (A-Level) or its equivalent in the discipline applied or relevant to the programme, where A = 5, B = 4, C = 3, D = 2, E = 1, and S = 0.5.

Equivalent Entry: An Ordinary Diploma or equivalent qualification with a GPA of 3.0 or B grade, together with at least four passes ('D' and above) at O-Level; OR successful completion of the Open University of Tanzania (OUT) Foundation Programme with a GPA of 3.0 accumulated from six core subjects and at least a C grade in three subjects in the respective programme cluster.

Programme-specific equivalent qualifications: Relevant Diplomas include Tourism, Wildlife Management, Culinary Arts, Forestry Management, Nature Conservation, Law, Marketing, International Relations and Diplomacy, Environmental Studies, Marine Studies, Hotel Management and Tourism, Logistics and Planning, Clearing and Forwarding, Procurement and Supply, Business Administration, Social Work, Sociology, Range Management, Tour Guiding, Human Resource Management, Hospitality, Cultural and Heritage Studies, Youth Development Work, Food and Beverage, Agriculture, Education, School Inspection, Physical Education, Accounting, Banking, International Business, Financial Management, Economics, Logistics and Supply Chain Management, Finance, and other relevant Diploma qualifications.

The total minimum credits will be 396 credits

Bachelor of Tourism with Education courses

The BT-Ed programme shall extend for a minimum period of three calendar years and maximum of Six calendar years.

Table 5: Normal Learning Matrix and Course Matrix**Level 1: 125 Credits**

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEF 111: Philosophy of Education	Core	10	5	25	35	5	80	8
OEP 111: Educational psychology	Core	10	5	25	35	5	80	8
OEP 118: Inclusive Education	Core	7	5	20	25	3	60	6
OEF 112: Sociology of Education	Core	15	5	20	25	5	70	7
Teaching subject 1	Core	70	20	110	140	40	380	38
Teaching Subject 2	Core	70	20	110	140	40	380	38
OEI 130A-OEI 145A Teaching Methods 1 Subject 1-Pre-teaching activities	Core	25	15	0	0	0	40	4
OEI 130A-OEI 145A Teaching Methods 1 Subject 2 -Pre-teaching activities	Core	25	15	0	0	0	40	4
Choose Two Electives from the following Courses								
*OCP 110: Information and Communication Technology Application	Elective	7	5	20	25	3	60	6
OEA 112: Financial Literacy	Elective	7	5	20	25	3	60	6
OEM 103: Organizational Behaviour in Education	Elective	7	5	20	25	3	60	6
OEM 107: Tourism Education for Sustainable Development	Elective	7	5	20	25	3	60	6
OEM 108: Inclusive Tourism Education	Elective	7	5	20	25	3	60	6
Total								125

Level 2: 127 Credits

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEA 211: Professional Communication for Teachers	Core	7	5	20	25	3	60	6
OEI 211: Curriculum and Teaching	Core	10	5	25	35	5	80	8
OEI 201: Educational Measurement and Evaluation	Core	10	5	25	35	5	80	8
OEM 202/422: Instructional Leadership	Core	15	5	20	25	5	70	7
OEA 212: Professionalism and Ethics	Core	10	5	25	35	5	80	8
OEP 217: Classroom Action Research	Core	7	5	20	25	3	60	6
Teaching subject 1	Core	60	15	90	105	30	300	30

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
Teaching subject 2	Core	60	15	90	105	30	300	30
Teaching Methods 1B Subject 1-Immersive Simulated Teaching	Core	15	15	0	0	30	60	6
Teaching Methods 2B Subject 2-Immersive Simulated Teaching	Core	15	15	0	0	30	60	6
Choose Two Electives from the Following Courses								
OEM 205: Human Rights and Crosscutting Issues in Education	Elective	7	5	20	25	3	60	6
OEM 207: Strategic Management and Lobbying in Education	Elective	7	5	20	25	3	60	6
OEM 209/609: Entrepreneurship in Education	Elective	7	5	20	25	3	60	6
OEM 210: Environmental Education	Elective	7	5	20	25	3	60	6
OEM 212: Human Resource Management in Tourism and Education	Elective	7	5	20	25	3	60	6
Total								127

Level 3: 144 Credits

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
Teaching Subject 1	Core	80	20	120	140	40	400	40
Teaching Subject 2	Core	80	20	120	140	40	400	40
OEI 130B-OEI 145B Teaching Method 1 Subject 1-Immersive Simulated Teaching	Core	15	15	0	0	30	60	6
OEI 130B-OEI 145B Teaching Method 1 Subject 2-Immersive Simulated Teaching	Core	15	15	0	0	30	60	6
Cycle 1: Observation and co-teaching	Core	0	15	0	15	30	60	6
Cycle 2: Lesson planning and implementation	Core	0	15	15	20	30	80	8
Cycle 3: Lesson planning and independent teaching	Core	0	0	30	30	60	120	12
Cycle 1: Observation and co-teaching	Core	0	15	0	15	30	60	6
Cycle 2: Lesson planning and implementation	Core	0	15	15	20	30	80	8
Cycle 3: Lesson planning and independent teaching	Core	0	0	30	30	60	120	12
Choose Two Electives from the Following Courses								
OEM 305: Economics of Education	Elective	7	5	20	25	3	60	6
OEM 306: Conflict Management and Negotiation Skills in Education	Elective	7	5	20	25	3	60	6

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEM 307: Risk and Disaster Management in Education	Elective	7	5	20	25	3	60	6
OEM 312: Integrating Cultural Heritage in Tourism Education	Elective	7	5	20	25	3	60	6
OEM 313: Global Trends in Tourism Education	Elective	7	5	20	25	3	60	6
Total								144
Grand Total								396

Table 6: Normal Learning Matrix for Teaching Subjects (TOURISM)

Level 1: 38 Credits									
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OHM 101: Integrated Hospitality Operations	Core	FTF	ONLINE	5	30	35	10	100	10
		6	14						
OHM 102: Front Office Operations	Core	6	14	5	25	30	0	80	8
OTM 121: Tourism Concepts and Theories	Core	6	14	5	30	35	10	100	10
OTM 125: Customer Service Management	Core	6	14	5	30	35	10	100	10
Total									38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OTT 203: Medical Tourism	Core	FTF	Online	5	30	35	10	100	10
		6	14						
OTM 223: Tourism Policy and Planning	Core	6	14	5	30	35	10	100	10
OTM 224: Tourism Marketing & Promotion	Core	6	14	5	30	35	10	100	10
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
		FTF	Online						
OTT 301: Tour Planning and Costing	Core	6	14	5	30	35	10	100	10
OME 311: Entrepreneurship & Business Planning	Core	6	14	5	30	35	10	100	10
OTM 313: MICE Tourism	Core	6	14	5	30	35	10	100	10
OTM 324: Tourism Destination Management	Core	6	14	5	30	35	10	100	10
Total									40
Grand Total									108

Key: *None Credit Courses

Table 7: Normal Learning Matrix for Teaching Subjects (GEOGRAPHY)

Level 1: 38 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
		FTF	Online						
OGE 131: Background to Geomorphology	Core	6	14	5	30	35	10	100	10
ORM 113: Natural Resources and Environmental Ethics	Core	6	14	5	25	30	0	80	8
OGE 134: Fundamentals of Land Survey and Mapping Science	Core	6	14	5	30	35	10	100	10
OGE 135: Fundamentals of Climatology and Meteorology	Core	6	14	5	30	35	10	100	10
Total									38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
		FTF	Online						
OGE 232: Population Geography	Core	6	14	5	30	35	10	100	10
OGE 233: Remote Sensing and Photogrammetry	Core	6	14	5	30	35	10	100	10
OGE 236: Geographical Information System	Core	6	14	5	30	35	10	100	10
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OGE 332: Contemporary Geography of Africa	Core	FTF	Online	5	30	35	10	100	10
		6	14						
OGE 333: Environmental Education and Conservation	Core	6	14	5	30	35	10	100	10
OGE 335: Environmental Hazards and Disaster Management	Core	12	28	10	60	70	20	200	20
Total									40
Grand Total									108

Table 8: Normal Learning Matrix for Teaching Subject (FOOD AND HUMAN NUTRITION)

Level 1: 38 Credits									
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OFT 101: Introduction to Food Science and Nutrition	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OFT 102: Unit Operations in Food Processing	Core	6	14	5	25	30	0	80	8
*OFT 103: Food Additives & Quality Control	Core	6	14	5	30	35	10	100	10
OFT 307A: OFT Laboratory Practicals I	Core	0	0	0	0	40	60	100	10
Total									38

Level 2: 30 Credits									
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OFT 202: Fruits and Vegetables Processing Technologies	Core	FTF	Online	5	30	35	10	100	10
		6	14						
OFT 216: Food Preservation and Packaging Technologies	Core	12	28	10	60	70	20	200	20
*OFT 204: Bakery and Confectionery Technology	Core	12	28	10	60	70	20	200	20
*OFT 307B: OFT Laboratory Practical II	Core	0	0	0	0	40	60	100	10
Total									30
Level 3: 40 Credits									

Bachelor of Business Management with Education (BBM-Ed)

This programme is designed to equip students with a strong foundation in both business management knowledge and educational practice. The interdisciplinary programme combines studies in business management, entrepreneurship, accounting, finance, marketing, human resource management, business communication, procurement and supply chain management, economics, and strategic management with comprehensive training in educational theories, pedagogy, curriculum development, assessment, and teaching methodologies. Through a blend of theoretical learning and practical teacher training, students develop the knowledge and competencies needed to effectively teach business-related subjects and apply business management concepts within educational contexts.

The programme prepares graduates to become competent business educators and professionals capable of contributing to entrepreneurship development, effective business management, innovation, employability, and quality education. Graduates will be equipped to teach business-related subjects, design and implement business education curricula, support entrepreneurship and business development, undertake business planning and management, and contribute to the education and business sectors through leadership, innovation, entrepreneurship, and professional practice.

Entry Requirements

Direct Entry: Two Principal level passes with a total of 4 points in two relevant subjects at the Advanced Certificate of Secondary Education Examination (A-Level) or its equivalent in the discipline applied or relevant to the programme, where A = 5, B = 4, C = 3, D = 2, E = 1, and S = 0.5.

Equivalent Entry: An Ordinary Diploma or equivalent qualification with a GPA of 3.0 or B grade, together with at least four passes ('D' and above) at O-Level; OR successful completion of the Open University of Tanzania (OUT) Foundation Programme with a GPA of 3.0 accumulated from six core subjects and at least a C grade in three subjects in the respective programme cluster.

Programme-specific equivalent qualifications: Relevant Diplomas include Business Administration, Education, School Inspection, Physical Education, Accounting, Marketing, Procurement and Supply, Human Resource Management, Banking, International Business, Financial Management, Economics, Logistics and Supply Chain Management, Finance, Entrepreneurship, Commerce, Business Management, Economics and Finance, Cooperative Management, Insurance, Records and Archives Management, Public Administration, Project Planning and Management, Social Work, Sociology, Tourism, Hospitality Management, International Relations and Diplomacy, Law, and other relevant Diploma qualifications.

The total minimum credits will be **396 credits**.

Table 1: Normal Learning Matrix and Course Matrix

Level 1: 125 Credits								
Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEF 111: Philosophy of Education	Core	10	5	25	35	5	80	08
OEP 111: Educational Psychology	Core	10	5	25	35	5	80	08
OEP 118: Inclusive Education	Core	7	5	20	25	3	60	06
OEF 112: Sociology of Education	Core	15	5	20	25	5	70	07
Teaching Subject 1	Core	70	20	110	140	40	380	38
Teaching Subject 2	Core	70	20	110	140	40	380	38
OEI 130A-OEI 145A Teaching Methods 1 Subject 1-Pre-teaching activities	Core	25	15	0	0	0	40	4
OEI 130A-OEI 145A Teaching Methods 1 Subject 2 -Pre-teaching activities	Core	25	15	0	0	0	40	4
Plus, Two Electives Courses from the Following								
OEA 112: Financial Literacy	Elective	7	5	20	25	3	60	06
OEM 102: Quality in Educational Practices	Elective	7	5	20	25	3	60	06
OEM 103: Organizational Behaviour in Education	Elective	7	5	20	25	3	60	06
OEM 104: Educational Planning and Development	Elective	7	5	20	25	3	60	06
Total								125

Level 2: 127 Credits

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEA 211: Professional Communication for Teachers	Core	7	5	20	25	3	60	06
OEI 211: Curriculum and Teaching	Core	10	5	25	35	5	80	08
OEI 201: Educational Measurement and Evaluation	Core	10	5	25	35	5	80	08
OEM 202: Instructional Leadership	Core	15	5	20	25	5	70	07
OEA 212: Professionalism and Ethics	Core	10	5	25	35	5	80	08
Classroom Action Research	Core	7	5	20	25	3	60	06
Teaching Subject 1	Core	60	15	90	105	30	300	30
Teaching Subject 2	Core	60	15	90	105	30	300	30
OEI 130B-OEI 145B Teaching Method 1 Subject 1-Immersive Simulated Teaching	Core	15	15	0	0	30	60	6

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEI 130B-OEI 145B Teaching Method 1 Subject 2-Immersive Simulated Teaching	Core	15	15	0	0	30	60	6
Plus, Two Electives from the Following								
OEM 203 Classroom Management and Interaction	Elective	7	5	20	25	3	60	06
OEM 205: Human Rights and Crosscutting Issues in Education	Elective	7	5	20	25	3	60	06
OEM 207: Strategic Management and Lobbying in Education	Elective	7	5	20	25	3	60	06
OEM 209 Entrepreneurship in Education	Elective	7	5	20	25	3	60	06
OEM 213: Artificial Intelligence and Practical ICT Skills in Education	Elective	7	5	20	25	3	60	06
Total								127

Level 3: 144 Credits

Course Code	Status	Lecture Hours	Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
Teaching Subject 1	Core	80	20	120	140	40	400	40
Teaching Subject 2	Core	80	20	120	140	40	400	40
OEI 308A Teaching Method 2 Subject 1								26
Cycle 1: Observation and Core Teaching	Core	0	15	0	15	30	60	06
Cycle 2: Lesson Planning and Implementation	Core	0	15	15	20	30	80	08
Cycle 3: Lesson Planning and Independent Teaching	Core	0	0	30	30	60	120	12
OEI 308B Teaching Method 2 Subject 2								26
Cycle 1: Observation and Core Teaching	Core	0	15	0	15	30	60	06
Cycle 2: Lesson Planning and Implementation	Core	0	15	15	20	30	80	08
Cycle 3: Lesson Planning and Independent Teaching	Core	0	0	30	30	60	120	12
Plus, Two Electives Courses from the Following								
OEM 305 Economics of Education	Elective	7	5	20	25	3	60	06
OEM 306: Conflict Management and Negotiation Skills in Education	Elective	7	5	20	25	3	60	06
OEM 307: Risks and Disaster Management in Education	Elective	7	5	20	25	3	60	06
OEM 308: Project Management in Education	Elective	7	5	20	25	3	60	06
OEM 310: Principles of Business Management in Education	Elective	7	5	20	25	3	60	06
Total								144

Table 6: Normal Learning Matrix for Teaching Subjects (ECONOMICS)**Level 1: 38 Credits**

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEC 140: History of Economic Thought	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OEC 141: Introduction to Micro-Economics	Core	12	28	10	60	70	20	200	20
OEC 142: Introduction to Macro-Economics	Core	12	26	10	60	70	20	200	18
Total									38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OEC 240: Intermediate Economics	Core	FTF	ONLINE	10	60	70	20	200	20
		12	28						
OAF 214: Public Finance	Core	6	14	5	30	35	10	100	10
OTM 244: Econometrics	Core	12	28	10	60	70	20	200	20
TOTAL									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
		FTF	ONLINE	10	60	70	20	200	20
OEC 340: Monetary Economics	Core	12	28						
OEC 341: International Economics	Core	12	28	10	60	70	20	200	20
OEC 342: Public Economics	Core	12	28	10	60	70	20	200	20
Total									40
Grand Total									108

Table 6: Normal Learning Matrix for Teaching Subjects (ACCOUNTS)**Level 1: 40 Credits**

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OAF 111: Principles of Accounting	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 113: Principles of Finance	Core	12	26	10	60	70	20	200	18
OME 120: Procurement for Accountants	Core	12	28	10	60	70	20	200	20
Total									38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
* OAF 213: Financial Management *	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 215: Principles of Auditing	Core	6	14	5	30	35	10	100	10
OAF 217: Cost Accounting	Core	12	28	10	60	70	20	200	20
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OAF 318: Corporate Finance	Core	FTF	Online	10	60	70	20	200	20
		12	28						
OAF 317: Taxation	Core	6	14	5	30	35	10	100	10
OAF 315: Public Sector Accounting	Core	6	14	5	30	35	10	100	10
Total									40
Grand Total									108

Table 6: Normal Learning Matrix for Teaching Subjects (BUSINESS STUDIES)

Level 1: 40 Credits

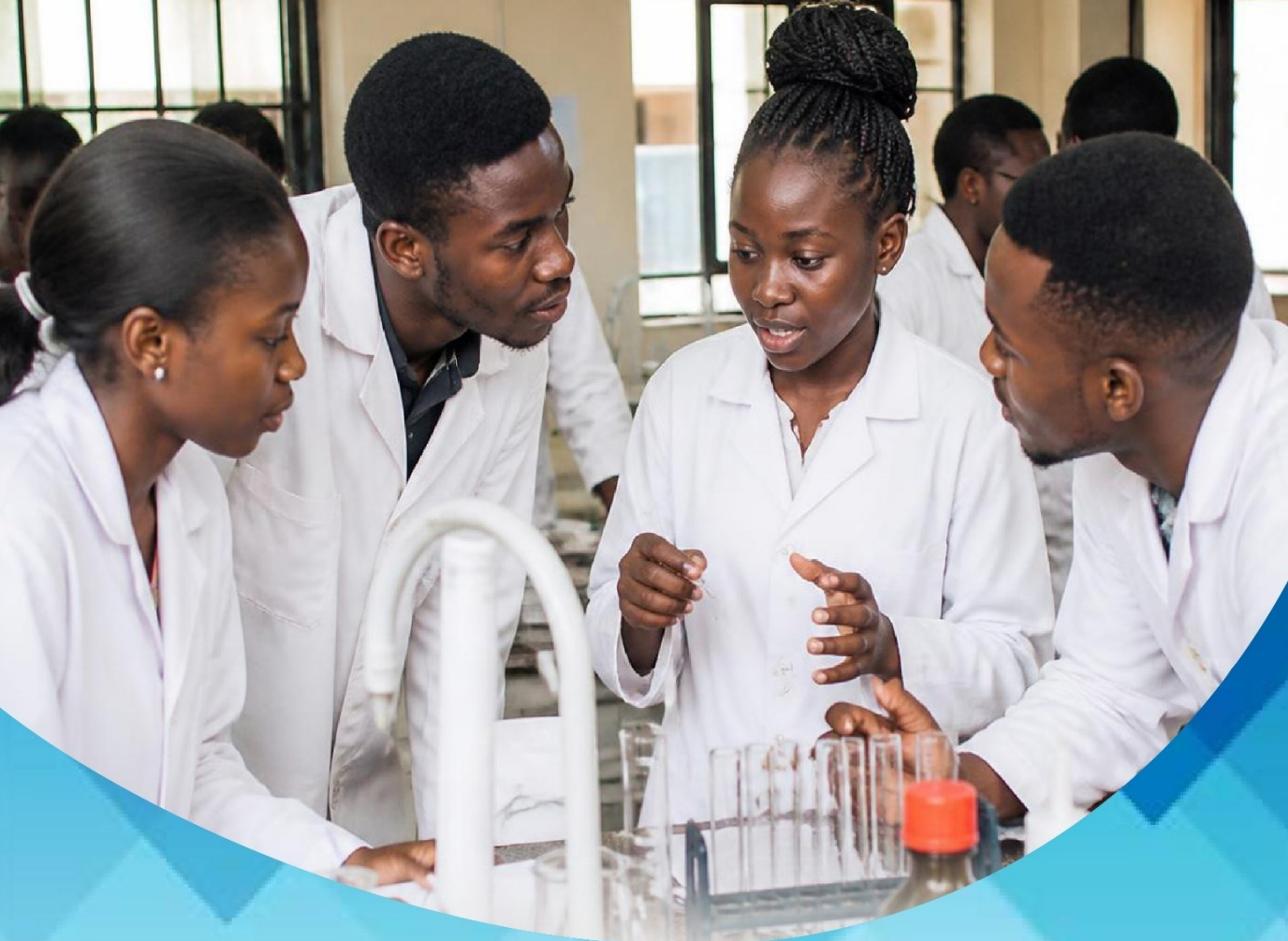
Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OAF 112: Business Mathematics and Statistics	Core	FTF 12	Online 28	10	60	70	20	200	20
OAF 113: Principles of Finance	Core	12	26	10	60	70	20	200	18
OLG 221: Business Research Methods	Core	12	28	10	60	70	20	200	20
TOTAL									38

Level 2: 30 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OLG 222: Business Law and Ethics	Core	FTF 12	Online 28	10	60	70	20	200	20
OAF 215: Principles of Auditing	Core	6	14	5	30	35	10	100	10
OAF 217: Cost Accounting	Core	12	28	10	60	70	20	200	20
Total									30

Level 3: 40 Credits

Course Code	Status	Lecture Hours		Seminar & Tutorial Hours	Assignments Hours	Independent Studies and Research Hours	Practical Training Hours	Total Hours	Credits
OME 312: Entrepreneur and Business Planning	Core	FTF 12	Online 28	10	60	70	20	200	20
OAF 317: Taxation	Core	6	14	5	30	35	10	100	10
OAF 316: Performance Management	Core	6	14	5	30	35	10	100	10
Total									40
Grand Total									108



WELCOME TO THE FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENTAL STUDIES (FSTES)

The faculty is committed to deliver flexible, high-quality, and innovative education in the areas of science, technology, and environmental management. The faculty offers a range of undergraduate and programmes designed to equip students with practical skills and in-depth knowledge to tackle contemporary challenges in scientific and environmental fields. Leveraging e-learning platforms, the faculty ensures that quality education is accessible to a diverse and geographically dispersed student population, both within Tanzania and internationally. The faculty is structured into three key departments: Physical and Environmental Studies, Biological and Food Sciences, and Mathematical and Information and Communication Technology (ICT), each playing a vital role in advancing academic and professional excellence.

PROGRAMMES ON OFFER

In the academic year 2025/26, FSTES is offering nine bachelor degrees and three non-degrees

Course Name	Code	Units	Total
Bachelor of Science in Food, Nutrition, and Dietetics	OU038	38	2,490,000
Bachelor of Agricultural Sciences		40	3,640,000
Bachelor of Science in Food Processing Technologies		40	3,850,000
Bachelor of Science General	OU014	38	2,240,000
Bachelor of Science in Information and Communication Technology	OU016	40	3,690,000
Bachelor of Science in Data Management	OU039	40	3,690,000
Bachelor of Science in Cyber Security and Digital Forensics		40	3,690,000
Bachelor of Science in Environmental Studies	OU011	38	2,530,000
Bachelor of Science in Energy Resources	OU037	38	2,530,000

Ordinary Diploma in Computer Science - NTA level 6	12	1,050,000
Basic Certificate in Computing and Information Technology – NTA Level 4	14	1,210,000
Technician Certificate in Computing and Information Technology –NTA Level 5	12	1,240,000

Plus: Direct University costs (Payable to the University)

No	Item	Amount	Remarks
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.	Student Identification fee	20,000	Paid once
4.	Registration fee	30,000	Paid once
5.	On-demand examinations	30,000	Paid per each on-demand examination requested
6.	NACTVET verification fee	10,000	Paid once

Charges payable to students' organization

No	Item	Amount	Remarks
1	Student organization fee	20,000	Paid once for each academic year

Bachelor of Science in Food, Nutrition, and Dietetics

As the importance of health and nutrition continues to grow in promoting public well-being and sustainable development, the Bachelor of Science in Food, Nutrition, and Dietetics is designed to equip students with essential, practice-oriented knowledge and skills. The programme prepares graduates for diverse roles in nutrition, dietetics, food safety, and public health within clinical, community, and food service environments. With a strong emphasis on practical application, students gain competencies that are immediately useful in the workplace, laying the groundwork for future advancement into senior professional and managerial positions. Delivered through a flexible distance learning model, the programme ensures broader access to education across Tanzania and beyond, empowering graduates to make meaningful contributions to national and global health systems.

Entry Requirements

Direct entry: Two principal passes in the following subjects: Chemistry, Biology, Physics, Advanced Mathematics, Nutrition, Geography, and Agriculture.

Equivalent entry: Diploma in Consumer Studies, Dietetics, Food and Nutrition Security, Food and Beverage Management, Food Engineering, Food Product Development, Food Quality Management, Food Safety, Food Science and Technology, Home Economics, Hospitality and Catering Management, Human Nutrition, Sports Nutrition, Clinical Medicine, Clinical Nutrition, Community Nutrition, Culinary Arts, Management and Technology, pharmacy, Dentistry, Agricultural Economics, Agriculture, Crop Production, Crop Sciences, Horticultural Sciences, Plant Sciences, Environmental Health, Health and Wellness, Health Informatics, Health Promotion, Laboratory, Animal Health, Animal Sciences, Aquaculture, Fisheries Science, Fish Processing, Veterinary Sciences Medicine, Laboratory Sciences,

Nursing, Occupational Health and Safety, Paramedical Sciences, Pharmaceutical Sciences, Physiotherapy, Public Health, Radiology, Biochemistry, Biological Sciences, Biomedical Sciences, Biotechnology, Genetic Engineering, Microbiology, Molecular Biology with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Level I: All core courses plus elective at any level to make 38 units

Code	Name	Status	Credits	Units
OFC 017	Communication skills	Core	10	1
OCP 100	Introduction to Microcomputer Studies and Information Technology	Core	10	1
OFD 100	Human Nutrition & Dietetics	Core	10	1
OFD 101	Principles of Nutritional Biochemistry	Core	10	1
OFD 102	Foundation Chemistry	Core	20	2
OFD 103	Human Anatomy & Physiology	Core	10	1
OFD 104	Food Microbiology & Safety	Core	20	2
OFD 106	Introduction to Molecular Biology	Elective	10	1
OFD 208	Essentials of Food Science	Core	10	1
OFD 206	Food Processing and preservation	Elective	10	1
OFD 307	Food, Nutrition and Dietetics Practical	Core	20	1

Level II

Code	Name	Status	Credits	Units
OFD 200	Community health and health promotion	Core	10	1
OFD 201	Nutritional Diseases and Applied Dietetics	Core	20	2
OFD 202	Nutritional epidemiology, assessment and surveillance	Core	20	2
OFD 203	Food Chemistry & Analysis	Core	20	2
OFD 204	Statistics & Research methods	Core	20	2
OFD 211	Nutrition through life cycle	Core	10	1
OFD 212	Nutritional anthropology	Core	10	1
OFD 207	Consumer Behaviour and Education	Elective	10	1
OFD 210	Sensory evaluation of foods	Elective	10	1
OFD 304	Field placements	Core	2	1
OFD 307	Food, Nutrition and Dietetics Practical	Core	20	2

Level III

Code	Name	Status	Credits	Units
OFD 309	Food and Nutrition Security	Core	20	2
OFD 310	Food safety, hygiene & Legislation	Core	20	2
OFD 302	Planning and Management of Nutritional Interventions	Core	10	1
OFD 304	Field placements	Core	10	1
OFD 305	Individual Research Project	Core	10	1
OFD 307	Food, Nutrition and Dietetics Practical	Core	20	2
OFD 306	Meal planning and Institutional catering	Core	20	2
OFD 308	Fundamentals of guidance and counseling	Elective	20	2
OME 312	Entrepreneurship & Business Development	Elective	20	2
OPD 202	Gender and Development	Elective	20	2
OSS 124	Introduction to social psychology	Elective	20	2

Bachelor of Science in Food Processing Technologies

The B.Sc. in Food Processing Technologies (B.Sc. FPT) is designed to prepare skilled professionals for one of the world's largest and fastest-growing industries. The program equips students with expertise in food safety, quality assurance, and sustainable processing methods, while fostering innovation through emerging technologies such as automation, biotechnology, and nanotechnology. With its multidisciplinary foundation in chemistry, biology, engineering, and nutrition, the program develops

versatile graduates ready to address global challenges in food security, sustainability, and consumer health. Aligned with national priorities and the UN Sustainable Development Goals, the B.Sc. FPT opens diverse career opportunities in manufacturing, research, regulatory affairs, and supply chain management, while contributing to economic growth and community development.

Entry Requirements for Admission

Direct entry: Two principal Level passes in the Advanced Certificate of Secondary Education Examination (ACSEE) or equivalent with 4 cut off points from two subjects such as Chemistry, Biology, Food and Human Nutrition, Home Economics, Agriculture, Physics, Mathematics and Computer science (where A = 5; B = 4; C = 3; D = 2; E = 1; S = 0.5). Applications by international students with Equivalent Certificates will be considered after obtaining an equivalence of translation as may be described by TCU

Equivalent entry: Possession of a Diploma in Food Science, Food and Nutrition, Food Processing, Agriculture, Horticulture, Animal Science, Animal Husbandry and Livestock, Animal Production, Aquaculture, Food Technology, Biotechnology, Microbiology, Chemistry. Food Quality Management, Food Safety, Home Economics and Public Health with a GPA of 3.0 or 'B' average grade in specified fields with not less than four passes at O-level or NVA level 3 with not less than four passes at O-level (CSEE).

Or

Certificate in Foundation course (Science Stream) offered by the Open University of Tanzania with at least a GPA of 3.0 with a minimum average of C in combination subjects.

Level I

Code	Name	Status	Credits	Units
OCF 110*	Information and Communication Technology Applications	Core	10	1
OFC 017*	Communication skills	Core	10	1
OFT 101	Introduction to Food Science and Nutrition	Core	10	1
OFT 102	Unit Operations in Food Processing	Core	10	1
OFT 103	Food Additives & Quality Control	Core	20	2
OFT 104	Food Biotechnology	Elective	10	1
OFT 105	Food Process Engineering	Core	10	1
OFD 112	Food Chemistry	Core	20	2
OFD 114	Food Microbiology	Core	20	2
OFT 307A	OFT Laboratory Practicals I	Core	10	1
OFT 308A	OFT Field Attachment I	Core	10	1

Note: Students are supposed to take ALL core courses; however, university-wide core courses (OCF 110 & OFC 017) are not considered in GPA computation.

Level II

Code	Course name	Status	Credits	Units
OFL200	Financial Literacy	Core	10	1
OFT 201	Food Product Development & Computer Applications	Core	10	1
OFT 202	Fruits and Vegetables Processing Technologies	Core	10	1
OFT 203	Cereal, Pulses and Oilseeds Technologies	Elective	20	2
OFT 204	Bakery and Confectionery Technology	Core	20	2
OFT 205	Research Methods in Food and Nutrition	Core	10	1
OFD 210	Sensory Evaluation of Foods	Core	10	1
OFD 214	Biostatistics	Core	20	2
OFD 215	Research Projects in Food and Nutrition	Core	10	1
OFD 216	Food Preservation and Packaging Technologies	Core	20	2
OFD 217	Food Marketing and Consumer Behaviour	Elective	10	1

Code	Course name	Status	Credits	Units
OFD 223	Food analysis & Testing methods	Core	20	2
OFT 307B	OFT Laboratory Practical II	Core	10	1
OFT 308B	OFT Field Attachment II	Core	10	1

Level III

Code	Name	Status	Credits	Unit
OME 312	Entrepreneurship and Business Management	Core	10	1
OFT 301	Spices, Industrial, and Export-Oriented Crops Processing Technologies	Elective	20	2
OFT 302	Beverage Technology	Core	10	1
OFT 303	Dairy Technology	Core	20	2
OFT 304	Fish, Meat and Poultry Processing Technologies	Elective	20	2
OFT 305	Food by Product and Waste Management	Core	10	1
OFD 301	Food Safety, Hygiene & Legislation	Core	20	2
OFT 307C	FPT Laboratory Practical III	Core	10	1
OFT 308C	FPT Field Attachment 3	Core	10	1

Bachelor of Agricultural Sciences

The Bachelor of Agricultural Sciences (BAS) programme is designed to strengthen professional skills in agricultural research, production, and extension by preparing graduates to manage the technical aspects of food production from the field to storage. Agriculture remains the backbone of livelihoods for the majority of the population, with crop and livestock production central to household and national economies. By integrating both crop and livestock sciences, the programme addresses the fragmented nature of agricultural policies and services, equipping graduates to work effectively across diverse subsectors. In response to global concerns over declining food supply and the urgent need for improved technologies, the BAS programme provides specialized training in modern crop and livestock science, fostering innovation in food, fibre, feed, and bio-fuel production. Graduates will be well-positioned for careers in research, production, and outreach within public and private sectors, contributing to food and nutrition security, sustainable agriculture, and national development.

Entry requirements

Direct Entry

Two (2) principal level passes in Biology and other relevant subjects, which are Chemistry, Geography, Physics, Mathematics, Agriculture, Food and Human Nutrition, in the Advanced Certificate of Secondary Education Examination (ACSEE).

Equivalent Qualifications

- Possession of a second-class Diploma in Crop Production/ Biology /Botany /Horticulture /Forestry or related discipline with at least a GPA of 3.0 or B average.
- The Open University of Tanzania - Foundation Programme (OFP) Certificate in science stream with passes in biology and chemistry, or equivalent approved University pre-entry programme.
- Ordinary Diploma or Appropriate Technician Ordinary Diploma in Crop Production / Biology / Botany / Horticulture / Forestry or related discipline recognized by NACTE (NTA Level 6).
- A Bachelor Degree from a recognized University in a science discipline other than Agriculture

The BAS programme has 72 courses across three strands/specializations namely Crop Production (CP), Animal Production (AP) and Agricultural Extension (AE). Students are required to complete a minimum of 33 courses in one of the strands/specializations of the BAS programme with a total of 400 credits. Students are required to take all core courses in level 1, 2 and 3. To graduate with 400 credits, the

students must take additional elective courses, at least one from each level (year). The BAS programme has addressed cross-cutting issues such as climate change, gender inclusivity, financial literacy, etc.

Level I

Code	Name	Status			Credits	Units
		CP	AP	AE		
OAG 100	Fundamentals of soil science	Core	Elective	Core	10	1
OAG 101	Basics of agricultural extension	Core	Core	Core	10	1
OAG 102	Biochemistry	Elective	Core	Elective	10	1
OAG 103	Principles of agricultural economics and Agribusiness	Core	Core	Core	10	1
OAG 104	Introduction to microbiology	Core	Core	Elective	10	1
OAG 105	Gender and development	Core	Core	Core	10	1
OAG 106	Agricultural Extension Approaches and Methodologies	Elective	Elective	Core	10	1
OAG 107	Introduction to animal science	Elective	Core	Core	10	1
OAG 108	Agricultural Botany	Core	Elective	Elective	10	1
OAG 109	Sociology of Agricultural Development	Elective	Elective	Core	10	1
OAG 124A	Laboratory Practical I - General	Core	Core	Core	10	1
OAS 100	Introduction to Genetics	Elective	Core	Core	10	1
OAS 101	Introduction to genetics	Elective	Core	Elective	10	1
OCP 110	Information and Communication Technology Applications	Core	Core	Core	10	1
OCS 100	Principles of crop production	Core	Elective	Core	10	1
OCS 101	Soil Fertility and Plant Nutrition	Core	Elective	Core	10	1
OFC 017	Communication skills	Core	Core	Core	10	1

Level II

Code	Name	Status			Credits	Units
		CP	AP	AE		
OAG 200	Agricultural administration and management	Elective	Elective	Core	10	1
OAG 201	Policy Formulation, Analysis and Practice	Elective	Elective	Elective	10	1
OAG 202	Agribusiness and Entrepreneurship	Core	Core	Core	10	1
OAG 203	Biostatistics and research methods	Core	Core	Core	10	1
OAG 204	Extension and Communication Technologies	Core	Core	Core	10	1
OAG 205	Farm management	Core	Core	Core	10	1
OAG 206	Farm power and mechanisation	Core	Elective	Elective	10	1
OAG 207	Farm structures and animal housing	Elective	Core	Core	10	1
OAG 208	Gender responsive approaches to agricultural extension	Core	Core	Core	10	1
OAG 209	Management of agricultural pollution & wastes	Core	Core	Core	10	1
OFL 200	Financial literacy skills	Elective	Elective	Elective	10	1
OAS 200	Animal parasitology and entomology	Elective	Core	Elective	20	2
OAS 201	Introduction to beekeeping	Elective	Elective	Elective	10	1
OAS 202	Principles of aquaculture	Elective	Elective	Elective	20	2
OAS 203	Animal biotechnology	Elective	Core	Elective	20	2
OAS 204	Animal reproduction	Elective	Core	Elective	20	2
OCS 200	Crop Pests and Management	Core	Elective	Core	20	2
OCS 201	Crop Physiology	Core	Elective	Core	10	1
OCS 202	Weed biology and management	Core	Elective	Elective	10	1
OCS 203	Practices of Horticulture Production	Core	Elective	Elective	10	1
OCS 204	Plant breeding	Core	Elective	Elective	10	1

Code	Name	Status			Credits	Units
		CP	AP	AE		
OFD 208	Essentials of food science	Core	Core	Elective	10	1
OAG 219	Field attachment	Core	Core	Core	10	1
OAG 124B	Laboratory practical II - General	Core	Core	Core	10	1

Level III

Matrix for Agricultural Extension (AE) Specialisation Level 3

Code	Name	Status			Credits	Units
		CP	AP	AE		
OAE 300	Adult education, psychology and learning			Core	20	2
OAE 301	Community mobilization and development			Core	10	1
OAE 302	Extension methods			Core	10	1
OAE 303	Programme Planning and Evaluation			Core	10	1
OAE 304	Rural sociology			Core	10	1
OAE 305	Comparative extension systems			Elective	10	1
OAE 306	Environmental and social impact assessment			Elective	10	1
OAE 307	Emerging issues in Agricultural Extension			Core	20	2
OAE 308	Application of Value Chain Approach in Agricultural Extension			Elective	10	1
OAE 309	Enterprise Development			Elective	10	1
OAE 350	Research project - Extension			Core	10	1

Matrix for Animal Production (AP) Specialisation Level 3

Code	Name	Status			Credits	Units
		CP	AP	AE		
OAS 300	Animal health and disease control		Core		20	2
OAS 301	Animal products and processing		Core		10	1
OAS 302	Beef and dairy cattle production		Core		20	2
OAS 303	Poultry and pig production		Core		10	1
OAS 304	Production of non-conventional animals		Elective		10	1
OAS 305	Range and pasture management		Core		10	1
OAS 306	Small ruminant production		Core		10	1
OAS 307	Applied animal genetics & breeding		Elective		10	1
OAS 308	Climate Change and Animal Production		Core		20	2
OAS 324	Laboratory practical - Animal Production		Core		10	1
OAS 350	Research project – Animal Production		Core		10	1

Matrix for Crop Production (CP) Specialisation Level 3

Code	Name	Status			Credits	Units
		CP	AP	AE		
OCS 300	Climate change and Crop production	Elective			10	1
OCS 301	Agroecology	Elective			10	1
OCS 302	Ornamental crop production	Elective			10	1
OCS 303	Plant biotechnology	Core			10	1
OCS 304	Plant pathology and Disease Management	Core			10	1
OCS 305	Post-harvest handling and processing	Core			10	1
OCS 306	Annual and perennial crop production	Core			10	1
OCS 307	Seed science and technology	Core			10	1
OCS 308	Principles of irrigation	Core			10	1
OCS 309	Smart Agriculture	Core			20	2
OCS 310	Fertilizer product development	Elective			10	1
OCS 324	Laboratory practicals - Crop Production	Core			10	1
OCS 350	Research project - Crop Production	Core			10	1

Bachelor of Science (B.Sc.) GENERAL

The Bachelor of Science General programme is designed to provide students with a broad and interdisciplinary foundation in the natural sciences, enabling them to develop analytical, scientific, and problem-solving skills relevant to diverse scientific and professional fields. The programme offers specialization clusters in Physics, Chemistry, Mathematics, Botany, and Zoology, and others, allowing students to gain both theoretical knowledge and practical competencies in their areas of interest while preparing them for careers in education, research, industry, environmental management, and further academic studies.

Entry requirements

Direct Entry: Two principal passes in the following subjects: Geography, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition.

Equivalent Qualifications: Diploma in Fisheries Science and Technology, Animal Health and Production, General Agriculture, Education, Horticulture, Laboratory Science and Technology, Veterinary Laboratory Technology, Argo-mechanization, Electrical and Electronics Engineering, Mechanical Engineering, Electrical Engineering, Range Management and Tsetse Control, Clinical Dentistry, Clinical Medicine, Water Laboratory Technology, Renewable Energy Technology, Diagnostic Radiography Bee Keeping, Poultry Production, Health, Nursing or Education with an average of "B" or a minimum GPA of 3.0. OR Foundation Certificate of the OUT with a minimum GPA of 3.0.

Clusters for Major in Mathematics

Level I

Code	Name	Status	Credit	Units
OFC 017	Communication Skills	core	10	1
OCP 100	Introduction to Microcomputer Studies	core	10	1
OMT 151	Mathematical Analysis I & II	core	20	2
OMT 152	Linear Algebra I & II	core	20	2
OMT 153	Probability and Statistics, I & II	core	20	2
OMT 154	Informatics & Programming Languages	core	20	2

Level II

OMT 203	Advanced Calculus	core	10	1
OMT 205	Differential Equations	core	10	1
OMT 251	Methods & Partial Differential Equations	core	20	2
OMT 252	Numerical Analysis I & II	elective	20	2
OMT 225	Applied Vector Theory	elective	10	1
OMT 255	Real Analysis I & II	core	20	2

Level III

OMT 324	Complex Analysis	1	Core
OMT 351	Abstract Algebra I & II	3	Elective

Clusters for Minor in Mathematics

Level I

Code	Name	Status	Credit	Units
OMT 151	Mathematical Analysis I & II	Core	20	2
OMT 152	Linear Algebra I & II	Core	20	2
OMT 153	Probability and Statistics, I & II	Core	20	2
OMT 154	Informatics & Programming Languages	Core	20	2

Level II

OMT 205	Differential Equations	Core	10	1
OMT 252	Numerical Analysis I & II	Elective	20	2
OMT 225	Applied Vector Theory	Elective	10	1

Level III

OMT 324	Complex Analysis	Core	10	1
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Clusters for Double Major in Mathematics**Level I**

Code	Name	Status	Credit	Status
OFC 017	Communication Skills	Core	10	1
OFC 017	Introduction to Microcomputer Studies	Core	10	1
OMT 151	Mathematical Analysis I & II	Core	20	2
OMT 152	Linear Algebra I & II	Core	20	2
OMT 153	Probability and Statistics, I & II	Core	20	2
OMT 154	Informatics & Programming Languages	Core	20	2

Level II

OMT 203	Advanced Calculus	Core	10	1
OMT 205	Differential Equations	Core	10	1
OMT 251	Methods & Partial Differential Equations	Elective*	20	2
OMT 252	Numerical Analysis I & II	Elective*	20	2
OMT 253	Survey and Quality Control	Elective*	20	2
OMT 209	Fluid Mechanics I	Core	10	1
OMT 216	Operational Research I	Elective*	10	1
OMT 217	Number Theory I	Core	10	1
OMT 225	Applied Vector Theory	Elective*	10	1
OMT 255	Real Analysis I & II	Core	20	2
OMT 254	Advanced Statistics, Design and Analysis of Experiment	Elective*	20	2

Level III

OMT 303	Measure Theory	Core	10	1
OMT 304	Differential Geometry	Elective*	10	1
OMT 305	Topology I	Core	10	1
OMT 352	Test of Hypothesis & Theory of Estimation	Elective*	20	2
OMT 324	Complex Analysis	Core	10	1
OMT 351	Abstract Algebra I & II	Elective*	30	3

PHYSICS**Clusters of Physics Major Courses****Level I**

Code	Name	Status	Credit	Unit
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Microcomputer Studies	Core	10	1
OPH 151	Introductory University Physics	Core	30?	
OPH 152	Electromagnetism I & II	Core	20	2

Level II

OPH 251	Mathematical Physics	Core	20	2
OPH 252	Optics	Core	20	2
OPH 208	Thermal Physics II	Core	10	1

Level III

OPH 351	Physics of the Atom	Core	20	2
OPH 352	Quantum Theory of Solids	Core	20	2
OPH 411	Applied Earth Physics	Elective	30	3?
OPH 441	Analog Electronics	Core	20	2

Code	Name	Status	Credit	Unit
OPH 442	Digital Electronics	Elective	20	2
OPH 443	Microelectronics	Elective	20	2
OPH 350	Physics Practical	Core	10	1
OPH 305	Physics Special Project	Core	10	1

Clusters of Physics Minor

Level I

Code	Name	status	Credit	Units
OPH 151	Introductory University Physics	Core	30?	2
OPH 152	Electromagnetism I & II	Core	20	2
OPH 251	Mathematical Physics	elective	20	2

Level II

OPH 252	Optics	Core	20	2
OPH 208	Thermal Physics II	elective	10	2
OPH 351	Physics of the Atom	Core	20	2

Level III

OPH 352	Quantum Theory of Solids	Elective	20	2
OPH 411	Applied Earth Physics	Elective	30	2
OPH 441	Analog Electronics	Core	20	2
OPH 442	Digital Electronics	Elective	20	2
OPH 443	Microelectronics	Elective	20	2
OPH 350	Physics Practical	Core	10	2

CHEMISTRY

Clusters for Chemistry Major

Level I

Code	Name	status	credit	Units
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Microcomputer Studies	Core	10	1
OCH 151	General and Physical Chemistry	Core	20	2
OCH 152	Organic Chemistry	Core	20	2
OCH 104	Systematic Inorganic Chemistry	Core	10	1
OCH 105	Chemical Thermodynamics	Core	10	1

Level II

OCH 251	Organic Spectroscopy	Elective	20	2
OCH 252	Organic Reaction Mechanism	Core	20	2
OCH 253	Advanced Inorganic Chemistry	Core	30	3
OCH 206	Chemical Bonding	Core	10	1
OCH 254	Analytical Chemistry	Core	20	2
OCH 255	Natural Products & Carbohydrates Chemistry	Elective	20	2

Level III

OCH 351	Chemical Kinetics & Electrochemistry	Core	20	2
OCH 303	Industrial Organic Chemistry	Elective	10	2
OCH 309	Theoretical Chemistry	Elective	10	1
OCH 350	Chemistry Practical	Core	10	2
OCH 307	Chemistry Special Project	Core	10	3

Clusters for Chemistry Minor

Level I

Code	Name	Status	Credit	Units
OCH 151	General and Physical Chemistry	Core	20	2
OCH 152	Organic Chemistry	Core	20	2
OCH 104	Systematic Inorganic Chemistry	Core	10	1

OCH 105:	Chemical Thermodynamics	Core	10	1
Level II				
OCH 251	Organic Spectroscopy	Elective	20	2
OCH 252	Organic Reaction Mechanism	Elective	20	2
OCH 253	Advanced Inorganic Chemistry	Elective	30	3
OCH 206	Chemical Bonding	core	10	1
OCH 254	Analytical Chemistry	core	20	2
OCH 255	Natural Products & Carbohydrates Chemistry	Elective	20	2
Level III				
OCH 351	Chemical Kinetics & Electrochemistry	core	20	2
OCH 303	Industrial Organic Chemistry	Elective	10	1
OCH 309	Theoretical Chemistry	Elective	10	1
OCH 350	Chemistry Practical	core	10	1

BIOLOGY

Clusters for Biology Major

Level I

Code	Name	status	credit	Units
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Microcomputer studies and information Technology I	Core	10	1
OBL 101	Biological Techniques	Core	10	1
OBT 151	Diversity of Plants and Fungi	Core	30	3
OZL 151	Diversity of Animals	Core	30	3
OBL 151	Cell Biology	Core	20	2
OBL 152	Fundamentals of Physiology		30	3
OBL 251	Microbes & Microbial Genetics	Core	20	2
OBL 350A	Biology Practical		*	*

Level II

OBT 251	Plant Structure and Development	Elective	30	3
OBL 204	Soil Science	Core	10	1
OZL 205	Developmental Biology	Core	10	1
OZL 208	Immunology	Elective	10	1
OBT 252	Plant Biochemistry & Metabolism	Elective	20	2
OBL 202	Genetics	Elective	10	1
OZL 251	Aquatic & Estuarine Biology	Elective	30	3
OBL 301	Taxonomy	Core	10	1
OBL 350B	– Biology Practical		*	

Level III

OBL 302	Biostatistics	Core	10	1
OBT 351	Plant and Crop Physiology	Elective	20	2
OZL 351	Principles of Ecology	Core	20	2
OBL 306	Evolutionary Biology	Core	10	1
OBL 350C	Biology Practical	Core	10	1
OBL 314	Biology Special Project	Core	10	1

Clusters for Biology Minor

Level I

Code	Name	status	credit	Unit
OBL 101	Biological Techniques	Core	10	1
OBL 151	Cell Biology	Core	20	2
OZL 151	Diversity of Animals	Core	30	3
OZL 152	Fundamentals of Physiology	Elective	30	3
OBL 251	Microbes & Microbial Genetics	Elective	20	2
OBL 350A	Biology Practical		*	

Level II

OBL 251	Plant Structure and Development	Elective	30	3
OBT 151	Diversity of Plants and Fungi	Core	30	3
OBL 204	Soil Science	Elective	10	1
OZL 205	Developmental Biology	Elective	10	1
OZL 208	Immunology	Elective	10	1
OBT 252	Plant Biochemistry & Metabolism	Elective	20	2
OBL 202	Genetics	Core	10	1
OZL 251	Aquatic & Estuarine Biology	Elective	30	3
OBL 301	Taxonomy	Elective	10	1
OBL 350B	Biology Practical		*	

Level III

OBL 302	Biostatistics	Core	10	1
OBL 302	Plant and Crop Physiology	Elective	20	2
OZL 351	Principles of Ecology	Elective	20	2
OBL 306	Evolutionary Biology	Elective	10	1
OBL 350C	Biology Practical	Core	10	1
OBL 314	Biology Special Project	Core	10	1

BOTANY

Clusters for Botany Major

Level I

Code	Name	Status	Credit	Units
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Microcomputer studies and information Technology I	Core	10	1
OBL 101	Biological Techniques	elective	10	1
OBT 151	Diversity of Plants and Fungi	Core	30	3
OBL 151	Cell Biology	Core	20	2
OBL 251	Microbes & Microbial Genetics	elective	20	2
OBT 350A	Botany Practical		*	

Level II

OBT 251	Plant Structure and Development	Core	30	3
OBT 252	Plant Biochemistry & Metabolism	Core	20	2
OBL 202	Genetics	elective	10	1
OBL 204	Soil Science	elective	10	1
OBL 301	Taxonomy	Core	10	1
OBT 350B	Botany Practical		*	

Level III

OBT 351	Plant and Crop Physiology	Core	20	2
OZL 351	Principles of Ecology	Core	20	2
OBL 302	Biostatistics	Core	10	1
OBT 309	Plant Breeding	elective	10	1
OBL 306	Evolutionary Biology	elective	10	1
OBT 350C	Botany Practical	Core	10	1
OBT 306	Botany Special Project	Core	10	1

Clusters for Botany Minor

Level I

Code	Name	Status	Credit	Units
OBL 101	Biological Techniques	Elective	10	1
OBT 151	Diversity of Plants and Fungi	Core	30	3
OBL 151	Cell Biology	Elective	20	2
OBL 251	Microbes & Microbial Genetics	Elective	20	2
OBT 350A	Botany Practical		*	*

Level II

OBT 251	Plant Structure and Development	Core	30	3
OBT 252	Plant Biochemistry & Metabolism	Elective	20	2
OBL 202	Genetics	Elective	10	1
OBL 204	Soil Science	Elective	10	1
OBL 301	Taxonomy	Core	10	1
OBT 350B	Botany Practical		*	*

Level III

OBT 351	Plant and Crop Physiology	Core	20	2
OZL 351	Principles of Ecology	Elective	20	2
OBL 302	Biostatistics	Core	10	1
OBT 309	Plant Breeding	Elective	10	1
OBL 306	Evolutionary Biology	Elective	10	1
OBT 350C	Botany Practical	Core	10	1
OBT 306	Botany Special Project	Core	10	1

ZOOLOGY

Clusters for Zoology Major

Level I

Code	Name		Credit	Units
OFC 017	Communication Skills	Core	10	1
OCP 100	Introduction to Microcomputer studies and information Technology I	Core	10	1
OZL 151	Diversity of Animals	Core	30	3
OBL 101	Biological Techniques		10	1
OBL 151	Cell Biology	Core	20	2
OZL 152	Fundamentals of Physiology	Core	30	3
OBL 251	Microbes & Microbial Genetics	Core	20	2
OZL 350A	Zoology Practical		*	*

Level II

OBL 202	Genetics	Elective	10	1
OZL 205	Developmental Biology	Core	10	1
OZL 208	Immunology	Elective	10	1
OBL 301	Taxonomy	Core	10	1
OZL 251	Aquatic & Estuarine Biology	Elective	30	3
OZL 350B	Zoology Practical		*	*

Level III

OBL 302	Biostatistics	Core	10	1
OBL 306	Evolutionary Biology	Core	10	1
OZL 351	Principles of Ecology	Core	20	2
OZL 352	Entomology & Parasitology	Elective	20	2
OZL 310	Animal Behaviour	Elective	10	1
OZL 350C	Zoology Practical	Core	10	1
OZL 314	Zoology Special Project	Core	10	1

Clusters for Zoology Minor

Level I

Code	Name	Status	Units	units
OZL 151	Diversity of Animals	Core	30	3
OBL 101	Biological Techniques	Elective	10	1
OBL 151	Cell Biology	Core	20	2
OZL 152	Fundamentals of Physiology	Elective	30	3
OBL 251	Microbes & Microbial Genetics	Elective	20	2
OZL 350A	Zoology Practical			

Level II

OBL 202	Genetics	Core	10	1
OZL 205	Developmental Biology	Core	10	1
OZL 208	Immunology	Core	10	1
OBL 301	Taxonomy	Elective	10	1
OZL 251	Aquatic & Estuarine Biology	Elective	30	3
OZL 350B	Zoology Practical	Core	10	1

Level III

OBL 302	Biostatistics	Core	10	1
OBL 306	Evolutionary Biology	Core	10	1
OZL 351	Principles of Ecology	Elective	20	2
OZL 352	Entomology & Parasitology	Elective	20	2
OZL 310	Animal Behaviour	Elective	10	1
OZL 350	Zoology Practical	Core	10	1
OZL 314	Zoology Special Project	Core	10	1

Bachelor of Science in Information and Communication Technology (BSc. ICT)

As digital technologies continue to drive innovation and shape modern societies, the Bachelor of Science in Information and Communication Technology at the Open University of Tanzania is designed to equip students with essential, practice-oriented knowledge and skills in ICT. The programme prepares graduates for a wide range of careers in software development, systems administration, network management, cybersecurity, and data analysis across various sectors. With a strong focus on practical application, students acquire competencies that are immediately relevant in professional settings, laying a solid foundation for progression into advanced technical and managerial roles in the ICT field. Delivered through a flexible distance learning model, the programme ensures inclusive access to ICT education for learners throughout Tanzania and beyond, enabling them to contribute meaningfully to national and global digital transformation.

Entry Requirements

Direct entry: Two principal passes in the following subjects: Geography, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science, or Nutrition.

Equivalent entry: Diploma in Information and Communication Technology, Computer Science, Computer Engineering, Electronics, Computing and Information Communication, Software, Auto-electric, Electrical Engineering, Mechanical Engineering, Business, Automotive Engineering, Computer Networks, Laboratory Technology, Statistics, Geomatics, Telecommunications Engineering, Library and Information Management, Accounting, Metrology, Procurement, Pharmaceutical Sciences, Mechatronics Engineering, aircraft maintenance engineering, Education in Science, Automobile Engineering, Civil Engineering, Oil and Gas, Renewable Energy Technology, Biomedical Equipment Engineering, Mining Engineering, Multimedia and Film Technology, Biotechnology, Food Processing Technology, or Food Science and Technology with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Level I

Code	Course Name	Status	Credits	Units
OIT 141	Core Principles of Information Systems	Core	10	1
OIT 142	Discrete Mathematics with Applications	Core	10	1
OIT 143	Communication Skills For IT	Core	10	1
OIT 144	Programming in C and Application	Core	10	1
OIT 145	Computing Architecture	Core	20	2
OIT 146	Data Communications and Networking	Core	20	2
OIT 147	Database Design and Applications	Core	10	1
ODM 217	Geographic Information System (GIS) Principles and Application	Core	20	2
OIT 148	Industrial Training 1	Core	20	2
Total			130	13

Level II

Code	Course Name	Status	Credits	Units
OIT 241	Operating Systems	Core	20	2
OIT 242	Systems Analysis and Design	Core	20	2
OIT 243	Applied Probability and Statistics	Core	10	1
OIT 244	Object Oriented Programming with JAVA	Core	20	2
OIT 245	Blockchain Technology	Core	10	1
ODM 221	Innovation and Entrepreneurship	Core	10	1
ODM 222	Data Mining Techniques and Application	Core	20	2
OIT 246	Web Programming	Core	10	1
OIT 247	Intelligent Systems	Core	10	1
OIT 248	Industrial Training II	Core	20	2
ODM 225	Database Implementation and Administration	Elective	20	2
OIT 249	Wireless Networks and Mobile Computing	Elective	20	2
Total			190	19

Level III

Code	Course Name	Status	Credits	Units
OIT 341	Information Systems Management	Core	10	1
OIT 342	Network Design and Administration	Core	10	1
OIT 343	Computer Ethics and Social Cultural Implication	Core	10	1
OFL 200	Financial Literacy	Core	10	1
OIT 344	Cyber Security	Core	20	2
OIT 345	Final Year Project	Core	30	3
ODM 311	Multimedia Technologies	Elective	20	2
ODM 120	Human Computer Interaction	Elective	10	1
OIT 346	Programming in C++	Elective	20	2
ODM 214	Enterprise Resource Planning (ERP) Systems	Elective	20	2
ODM 223	Python for Data Analytics	Elective	20	2
Total			180	18

Bachelor of Science in Data Management (BSc in Data Management)

Bachelor of Science in Data Management at the Open University of Tanzania is designed to provide students with practical, industry-relevant knowledge and skills in data handling and analysis. The programme prepares graduates for diverse careers in data analytics, database management, business intelligence, data governance, and information systems. Emphasizing hands-on experience, students develop competencies in using modern data tools and technologies, ensuring they are job-ready and capable of addressing real-world data challenges. Delivered through OUT's flexible and inclusive distance learning model, the programme offers broad access to quality data education across Tanzania and beyond. Graduates are well-positioned to support digital transformation efforts and make informed contributions to both national and global data-driven initiatives.

Entry Requirements

Direct entry: Two principal passes in the following subjects: Physics, Chemistry, Biology, Geography, Economics, Commerce, Accountancy, Advanced Mathematics, Agriculture, Computer Science or Nutrition Studies.

Equivalent entry: Diploma in Information and Communication Technology, Information Technology, Computer Science, Computer Engineering, Electronics, Computing and Information Communication, Computer Networks, Laboratory Technology, Telecommunications Engineering, Electronics and Communicative Engineering, Statistics, Library Information System, Medicine, Laboratory Science, Pharmacy, Nursing, Agriculture, Livestock, Wildlife, Midwifery, Information Technology with Accounting, Software Engineering, Electronics and Telecommunication with industrial Automation, Accounting, Metrology, Procurement, Pharmaceutical Science, Mechatronics Engineering, aircraft maintenance engineering, Education in Science, Automobile Engineering, Civil Engineering, Oil and Gas Engineering, Electrical Engineering Renewable Energy Technology, Biomedical Equipment Engineering, Mining Engineering, Multimedia and Film Technology, Biotechnology, Food Processing Technology, Food Science and Technology with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Level I

Code	Course Name	Status	Credits	Units
OIT 141	Core Principles of Information Systems	Core	10	1
OIT 142	Discrete Mathematics with Applications	Core	10	1
OIT 143	Communication Skills for IT	Core	10	1
OIT 146	Data Communications and Networking	Core	20	2
OIT 147	Database Design and Application	Core	10	1
OIT 148	Industrial Training 1	Core	20	2
OIT 144	Programming in C and Applications	Core	10	1
ODM 119	Data Governance in Organizations	Core	10	1
ODM 120	Human Computer Interaction	Core	10	1
OIT 141	Core Principles of Information Systems	Core	10	1
Total			120	12

Level II

Code	Course Name	Status	Credits	Units
ODM 213	Systems Development	Core	10	1
OIT 243	Applied Probability and Statistics	Core	10	1
ODM 216	Research Methods & Data Analysis	Core	20	2
ODM 217	Geographic Information System Principles and Applications	Core	20	2
OFL 200	Financial Literacy	Core	10	1
ODM 221	Innovation and Entrepreneurship	Core	10	1
ODM 222	Data Mining Techniques and Application	Core	20	2
ODM 223	Python for Data Analytics	Core	20	2
ODM 224	Big data Management	Core	10	1
ODM 225	Database Implementation and Administration	Core	20	2
OIT 248	Industrial Training II	Core	20	2
Total			170	17

Level III

Code	Course Name	Status	Credits	Units
ODM 311	Multimedia Technologies	Core	10	1
ODM 312	Data Analytics	Core	20	2
ODM 318	Data Security	Core	20	2
OIT 343	Computer Ethics and Social Cultural Implication	Core	10	1
ODM 320	Research Project	Core	30	3
ODM 311	Multimedia Technologies	Core	10	1
Total			100	10

Elective Courses (Select two elective courses)

Code	Course Name	Status	Credits	Units
ODM 214	Enterprise Resource Planning (ERP) Systems	Elective	20	2
ODM 313	Business Intelligence	Elective	20	1
ODM 314	Scalar programming	Elective	20	1
ODM 315	R programming for Data Analytics	Elective	20	1
ODM 316	Data Management in 4th Industrial Revolution	Elective	20	1
Total			60	6

Bachelor of Science in Cyber Security and Digital Forensics

The emergence of Cyber Security and Digital Forensics (CSDF) sector as one of the main supports of the Tanzanian economy has created the need for more Information and Communication Technology (ICT) security to enhance ICT professionals with a strong computing background. These professionals should not only fit into mainstream ICT fields but also have the ability to exploit opportunities that new technologies offer. Furthermore, companies/organisations require professionals who are not only technically compete.

Entry Requirements

Direct entry: At least two principal passes with a total of 4.0 points in any science subjects, including Physics, Chemistry, Biology, Mathematics, Geography, Economics, Agriculture, Nutrition (Food Nutrition), Computer Science, Information and Communication Technology, Physical Education, Accounting, Commerce, Fine Arts, and Music in the Advanced Certificate of Secondary Education Examination (ACSEE).

Equivalent entry: Diploma in Information and Communication Technology, Information Technology, Computer Science, Computer Engineering, Electronics, Computing and Information Communication, Computer Networks, Laboratory Technology, Telecommunications Engineering, Electronics and Communicating Engineering, Statistics, Library Information System, Medicine, Laboratory Science, Pharmacy, Nursing, Agriculture, Livestock, Wildlife, Midwifery, Information Technology with Accounting, Software Engineering, Electronics and Telecommunication with industrial Automation, Accounting, Metrology, Procurement, Pharmaceutical Science, Mechatronics Engineering, aircraft maintenance engineering, Education in Science, Automobile Engineering, Civil Engineering, Oil and Gas Engineering, Electrical Engineering Renewable Energy Technology, Biomedical Equipment Engineering, Mining Engineering, Multimedia and Film Technology, Biotechnology, Food Processing Technology, Food Science and Technology with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0. OR First-degree holders from other disciplines. If the first degree is neither Science nor Business, then a subsidiary in Basic Applied Mathematics (BAM) is required.

Level I

Code	Course Name	Status	Credits	Units
OCF 101	Principles of Computer Forensics	Core	20	2
OCF 102	Operating Systems Security	Core	20	2
OCF 103	Data Acquisition and Duplication	Core	10	1
OCF 104	Malware and Digital Forensics	Core	20	2
OCF 105	Mathematical Applications for CyberSecurity	Core	10	1
OIT 143	Communication Skills for IT	Core	10	1
OIT 144	Programming in C and Applications	Core	20	2
OIT 146	Data Communications and Networking	Core	10	1
OIT 148	Industrial Training 1	Core	20	2
Total			140	14

Level II

Code	Course Name	Status	Credits	Units
OCF 201	Computer Forensics Investigation Process	Core	10	1
OCF 202	Operating Systems Forensics	Core	20	2
OCF 203	Cryptography and cryptanalysis	Core	20	2
OCF 204	Web and Network Security	Core	20	2
OFL 100	Financial Literacy	Core	10	1
ODM 221	Innovation and Entrepreneurship	Core	10	1
OCF 205	Data Analytics for CyberSecurity	Core	10	1
OCF 206	Network Forensics	Core	10	1
OIT 247	Artificial Intelligence	Core	10	1
OIT 248	Industrial Training II	core	20	2
Total			140	14

Level III

Code	Course Name	Status	Credits	Units
OIT 341	Information Systems Management	Core	10	1
OCF 301	Ethical Hacking and Penetration Testing	Core	10	1
OCF 302	Database Forensics	Core	10	1
OCF 303	Mobile Forensics Investigation	Core	20	2
OIT 343	Cyber Ethics and Social Cultural Implication	Core	10	1
OIT 345	Final Year Project	Core	30	3
Total			90	9

Elective Courses (Select two elective courses)

Code	Course Name	Status	Credits	Units
OCF 207	Machine Learning for Cyber Security	Elective	20	2
OCF 208	Risk Management and Assessment	Elective	10	1
OCF 305	Blockchain Technology	Elective	10	1
OCF 306	Cyber Crime Investigations	Elective	20	2
OCF 307	Dark Web Forensics	Elective	20	2
Total			80	8

Bachelor of Science in Environmental Studies

As environmental sustainability becomes an urgent global priority, the Bachelor of Science in Environmental Studies (Management and Science) at the Open University of Tanzania is designed to equip students with practical and relevant knowledge in environmental conservation, natural resource management, and sustainable development. The programme prepares graduates for a variety of careers in environmental policy, resource planning, environmental impact assessment, and ecological management in both public and private sectors. With a strong focus on real-world application, students engage in practical exercises and case studies that build their capacity to address environmental

challenges and contribute to sustainable solutions. Delivered through OUT's flexible distance learning model, the programme broadens access to environmental education for learners across Tanzania and beyond, empowering them to take active roles in environmental stewardship and sustainable development at national and global levels.

Entry Requirements

Direct entry: Two principal passes from two of the following subjects: Agriculture, Biology, Chemistry, Physics, Mathematics, Economics, History, Geography, Nutrition, Computer Sciences, Business Studies, Accountancy, Business Studies, Commerce, Food Science and Human Nutrition.

Equivalent entry: Diploma in Environmental Studies, Water Supply and Sanitation Engineering, Environmental Health Science, Hydrogeology and Water Drilling, Water Laboratory Technology, Irrigation Engineering, Civil Engineering, Water Resource Engineering, Forest Management and Nature Conservation, Mining Engineering, Mineral Processing, Range Management and Tsetse Control, Bee Keeping, Geometrics, Geographical Information System, Transportation Engineering, Wildlife, Forest, Agriculture, Fisheries and Aquatic, Fish Processing, Disaster Management Geology and Mineral Exploration or Education with an average of "B" or a minimum GPA of 3.0.

Holders of a relevant Bachelor's degree award, such as Bachelor of Environmental Science, Bachelor of Science in Environmental Engineering, Bachelor of Science in Environmental Science and Management, Bachelor of Science in Information Technology, Bachelor of Science with Education Bachelor of Business Administration, Bachelor of Education (Special Needs), and Bachelor of Science in Interior Design, as well as other degrees related to environmental issues, are offered both within and outside the country.

The programme provides studying by following either of the two streams: environmental management and environmental science.

Option One: B.Sc. in Environmental Studies (Management)

Level I

Code	Course Name	Status	Credits	Units
OCP 110	Computer Application in Environmental Studies	Core	10	1
OFC 017	Communication Skills	Core	10	1
OEV 101	Principles of Ecology	Core	20	2
OEV 112	Environmental Management Ethics and Philosophy	Core	20	2
OEV 114	Land Use and Urban System Management	Core	20	2
OEV 116	Environmental Education and Communication	Core	20	2
Total			100	10

Level II

Code	Course Name	Status	Credits	Units
OEV 201	Applied Statistics and Research Methods	Core	20	2
OEV 202	Environmental Field Attachment	Core	20	2
OEV 209	Introduction to Remote Sensing and GIS	Core	20	2
OEV 210	Environmental Economics	Core	20	2
OEV 218	Environmental Pollution and Management	Core	20	2
OEV 219	Natural Resources Management	Core	20	2
OEV 220	Environmental Geology, Hazards & Risk assessment	Elective	20	2
OEV 221	Aquatic Science and Limnology	Elective	20	2
Total			160	16

Level III

Code	Course Name	Status	Credits	Units
OEV 301	Environmental Impact Assessment	Core	20	2
OEV 316	Environmental Policy and Law	Core	20	2
OEV 318	Environmental Resources & Development	Core	20	2
OEV 320	Renewable energy and environment	Core	20	2
OEV 321	Environmental Field Project	Core	20	2
OEV 319	Environmental Sociology and Gender Issues	Elective	20	2
Total			120	12

Option Two: BSc. Environmental Studies (Science)**Level I**

Code	Course Name	Status	Credits	Units
OCP 110	Computer Application in Environmental Studies	Core	10	1
OFC 017	Communication Skills	Core	10	1
OEV101	Principles of Ecology	Core	20	2
OEV107	Environmental Biology	Core	20	2
OEV113	Environmental Science	Core	20	2
OEV115	Environmental Science Practical	Core	20	2
Total			100	10

Level II

Code	Course Name	Status	Credits	Units
OEV 201	Applied Statistics and Research Methods	Core	20	2
OEV 202	Environmental Field Attachment	Core	20	2
OEV 209	Introduction to Remote Sensing and GIS	Core	20	2
OEV 217	Environmental Analytical Methods	Core	20	2
OEV 218	Environmental Pollution and Waste Management	Core	20	2
OEV 219	Natural Resources Management	Core	20	2
OEV 220	Environmental Geology, Hazards & Risk Assessment	Electives	20	2
OEV 221	Aquatic Science and Limnology	Electives	20	2
Total			160	16

Level III

Code	Course Name	Status	Credits	Units
OEV 301	Environmental Impact Assessment	Core	20	2
OEV 316	Environmental Policy and Law	Core	20	2
OEV 317	Water Resources Management	Core	20	2
OEV 320	Renewable energy and environment	Core	20	2
OEV 321	Environmental Field Project	Core	20	2
OEV 319	Environmental Sociology and Gender Issues	Electives	20	2
Total			120	12

Bachelor of Science in Energy Resources

The programme equips students with a comprehensive foundation in the sustainable management, conservation, and utilization of natural resources. It combines theoretical with practical experience through fieldwork to develop essential skills in environmental monitoring, resource planning, biodiversity conservation, and the use of modern technologies in natural resource management. The programme prepares learners to assess environmental challenges, design sustainable resource-use strategies, and implement conservation initiatives that promote ecological balance and community development. Graduates are prepared for careers in environmental agencies, conservation organizations, natural resource ministries, research institutions, and NGOs focused on sustainability and environmental stewardship.

Entry Requirements

Direct entry: Two principal passes in the following subjects: Physics, Chemistry, Biology, Geography, Advanced Mathematics, Agriculture, Computer Science or Nutrition. If one of the principal passes is Not Physics, an applicant must have a minimum of a "D" grade in Physics at O-Level.

Equivalent entry: Diploma in Energy Resources, Geology, Petroleum, Oil and Gas, Automotive Engineering, Geomatics, Mining Engineering, Water Resource Engineering, Forest Management and Nature Conservation or Mineral Processing with an average of "B" or a minimum GPA of 3.0. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme Structure

Level I

Code	Name	status	Credit	Units
OFC 017	Communication skills	Core	10	1
OCP 100	Computer Studies	Core	10	1
OPH 111	Fundamental Physics	Core	30	3
OPH 112	Electromagnetism I and II	Core	20	2
OPH 320A	Physics Practical	Core	*	*
OMT 111	Mathematical Analysis	Elective	20	2
OMT 114	Probability and Statistics	Elective	20	2

Level II

Code	Name	Status	Credit	Units
OMT 223	Computer Programming	Core	10	1
OPH 213	Optics	Core	20	2
OPH 214	Earth Physics	Core	20	2
OPH 311	Fundamentals of Material Science	Core	10	1
OPH 312	Physics of the Atom	Core	20	2
OPH 313	Digital Electronics	Core	20	2
OPH 320B	Physics Practical	Core	*	*
OMT 221	Numerical Methods	elective	10	1
OPH 215	Analog Electronics	elective	10	2

Level III

Code	Name	Status	Credit	Units
OPH 322	Solar Energy	Core	20	2
OPH 323	Environmental Physics	Core	20	2
OPH 324	Wind Energy	Core	20	2
OPH 325	Nuclear Energy	Core	20	2
OPH 326	Non-conversional Energies	Core	20	2
OPH 330	Energy Resources Practical	Core	20	1
OPH 331	Energy Resources Final Project	Core	10	1
OPH 320C	Physics Practical	Core	*	*
OME 312	Entrepreneurship course	Elective	20	2

*OPH 320A, B, C will accumulate to 10 credits (1 unit) after completion.

Total units required for programme is 38.

Ordinary Diploma in Computing and Information Technology - NTA Level 6

Entry requirement: Certificate of Secondary Education Examination (CSEE) with Four (4) passes one of them must be mathematics without non-religious subjects plus, Basic Technician Certificate (NTA Level 4) in Information Communication Technology OR Advanced Certificate of Secondary Education Examination (ACSEE) with one Principal Pass and One Subsidiary Pass.

Semester I

Code	Course name	Status	Credit	Units
IET 06101	Advanced Website Design	Core	12	1
IET 06102	System Analysis and Design	Core	12	1
IET 06104	Object Oriented Programming	Core	12	1
IET 06105	Database System Design and Administration	Core	12	1
IET 06106	System Administration	Core	12	2
Total			60	6

Semester II

Code	Course name	Status	Credit	Units
IET 06207	System Modelling	Core	12	1
IET 06203	Network Management	Core	12	1
IET 06209	Research Methodology	Core	12	1
IET 06212	Multimedia Applications	Core	15	2
IET 06213	Cross-cutting issues in ICT	Core	9	1
IET 06308	Project Management	Core	6	1
Total			66	7

Technician Certificate in Computing and Information Technology - NTA Level 5**Entry Requirements**

Basic Technician Certificate (NTA Level 4) in Information Communication Technology or Advanced Certificate of Secondary Education Examination (ACSEE) with one Principal Pass and One Subsidiary Pass

Semester I

Code	Module Title	Status	Credit	Units
IET 05101	Computer Architecture and Systems	Core	12	1
IET 05103	Computing Mathematics	Core	9	1
IET 05104	Introduction to Programming	Core	12	1
IET 05105	Database Design and Implementation	Core	9	1
IET 05108	Business and Entrepreneurship Skills	Core	9	1
IET 05110	Cross-cutting issues: Environment, gender, HIV/AIDS, Poverty and Morals	Core	9	1
Total			60	6

Semester II

Code	Title	Status	Credit	Units
IET 05202	Managing Computer Systems	Core	12	1
IET 05206	Website Design	Core	9	1
IET 05207	Network Design and Implementation	Core	9	1
IET 05209	Leadership and Management	Core	9	1
IET 05211	ICT in business process	Core	6	1
IET 05212	Industrial Training	Core	15	2
Total			60	7

Basic Certificate in Computing and Information Technology - NTA Level 4

Entry requirement: Certificate of Secondary Education Examination (CSEE) with Four (4) passes one of them must be mathematics without non-religious subjects

Semester I

Code	Name	Status	Credits	Units
IET 04101	Computer Fundamentals	Core	15	2
IET 04108	Computing Mathematics	Core	12	1

Code	Name	Status	Credits	Units
IET 04102	Office Automation Fundamentals	Core	9	1
IET 04107	Communication Skills	Core	9	1
IET 04110	Introduction to Entrepreneurship Skills	Core	15	1
Total			60	6

Semester II

Code	Course Name	Status	Credits	Units
IET 04203	Principles of Computer Support and Maintenance	Core	12	1
IET 04204	Introduction to Web Technologies	Core	9	1
IET 04205	Helpdesk Operations	Core	6	1
IET 04206	Network Essentials	Core	9	1
IET 04211	Practical Training	Core	18	2
IET 04209	Introduction to cross-cutting issues	Core	6	1
	Total		60	6



WELCOME TO THE FACULTY OF LAW (FLAW)

The Faculty of Law offers comprehensive and flexible legal education aimed at equipping students with a profound understanding of legal principles, human rights, and justice. Its functions include delivering high-quality learning programmes, engaging in legal research, providing community outreach and legal awareness initiatives, and producing competent legal professionals who can contribute effectively to Tanzania's legal system. The faculty also promotes interdisciplinary collaboration, supports innovative teaching methods, and strives to foster legal skills that are responsive to the needs of society and the evolving legal landscape. The FLAW has two departments, namely Private Law and Public Law.

PROGRAMMES ON OFFER

In the academic year 2026/27 FLAW is offering one bachelor degree

Programme	Code	Mini Units	Tuition Fee (TSh)
Bachelor of Laws	OU012	42	2,690,000

Plus

Direct University costs (Payable to the University)

No	Item	Amount	Remarks
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.	Student Identification fee	20,000	Paid once
4.	Registration fee	30,000	Paid once
5.	On-demand examinations	30,000	Paid per each on-demand examination requested
6.	Statutes for examination	30,000	Paid once

Charges payable to students' organization

No	Item	Amount	Remarks
1	Student organization fee	20,000	Paid once for each academic year

Bachelor of Laws (LL. B)

The programme equips students with a comprehensive understanding of legal principles and practices essential for addressing the legal needs of a rapidly changing society. The programme is designed to develop strong analytical, research, and advocacy skills while fostering a deep appreciation of justice, ethics, and the rule of law. Through a flexible blended learning approach, students engage with course materials, participate in discussions, and collaborate with peers from diverse backgrounds. The LL.B. prepares graduates to navigate complex legal challenges both locally and globally, making them well-suited for careers in legal practice, public service, corporate law, human rights, and other fields where legal expertise is essential.

Entry Requirements

Direct entry: Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy Physics, Chemistry, Biology or Advanced Mathematics.

Equivalent entry: Diploma in Law, Law Enforcement, Business Administration, Community Development, Cooperative Management and Accounting, Human Resource Management, Industrial Relations, Land Management and Valuation, Library, Records and Information Studies, Local Government Administration, Procurement and Logistics Management, Procurement and Supply, Procurement and Supply Management, Public Sector Finance Management, Records Management, Office Management and Secretariat Services, Youth Development Work (CYP), Library and Information Management, Criminal Investigation, Public Administration, ICT, or Education. OR Certificate in Foundation Programme of the OUT with a minimum GPA of 3.0.

Programme structure

Level I

Code	Title	Status	Credit	Unit
OLW 121	Constitution and Legal system of East Africa	Core	20	2
OLW 122	Criminal Law and Procedure	Core	20	2
OLW 123	Law of Contract	Core	20	2
OLW 124	Legal Method	Core	20	2
OLW 125	Arbitration and alternative Dispute Resolution	Core	20	2
OLW 126 *	Communication Skills for Lawyers	Core	10	1

Code	Title	Status	Credit	Unit
OLW127 *	Computer Skills for Lawyers	Core	10	1
OLW 128 *	Development Studies	Core	10	1
	Total		100	10

Level II

Code	Title	Status	Credit	Unit
OLW 221	Administrative Law	Core	20	2
OLW 222	Law of Evidence	Core	20	2
OLW 223	Land Law	Core	20	2
OLW 224	Law of Torts	Core	20	2
OLW 225	Family Law	Core	20	2
OLW 226	Succession and Trust	Core	20	2
OLW 323	Legal Research and LL. B dissertation	Core	30	3
	Total		140	5

Plus, not less than two (2) elective courses

Level III

Code	Title	Status	Credit	Unit
OLW 227	Public International law	Core	20	2
OLW 321	Jurisprudence	Core	20	2
OLW 322	Civil Procedure	Core	20	2
OLW 326	Labour Law	Core	20	2
OLW 327	Law of Business Associations, Cooperatives and Public Enterprises	Core	20	2
OLW 330	Private International Law	Core	20	2
OLW 331	Legal Ethics	Core	20	2
	Total		150	14

* Compulsory non-credit Course

Elective courses (Not less than two courses should be taken in 2nd and 3rd year)

Code	Course Title	Status	Credit	Unit
OLW 324	Commercial Law	Elective	10	1
OLW 325	Islamic Law	Elective	10	1
OLW 328	Tax Law	Elective	10	1
OLW 329	Intellectual property law	Elective	10	1
OLW 333	International Criminal Law	Elective	10	1
OLW 334	Information Technology Law	Elective	10	1
OLW 332	Human Rights Law	Elective	10	1
OLW 335	Banking Law	Elective	10	1
OLW 336	Insolvency and Bankruptcy Law	Elective	10	1
OLW 337	Criminology and Penology	Elective	10	1
OLW 338	Environmental Law	Elective	10	1
OLW 339	Legal Aspects of International Trade and Investment	Elective	10	1

WELCOME TO THE FACULTY OF ARTS AND SOCIAL SCIENCES (FASS)

Tracing its origins back to 1992, the Faculty of Arts and Social Sciences (FASS) deserves a claim to be the Open University of Tanzania's oldest faculty. The faculty plays a vital role in advancing the understanding of social sciences and the arts. Committed to excellence in teaching and research, the faculty focuses on addressing social, economic, challenges affecting individuals and communities in Tanzania and beyond. Through innovative and contextually relevant teaching and research, it contributes to the improvement of wellbeing and the overall development of society, positioning itself as a growing leader in social science studies in the country.

The faculty has six departments: Department of Economics and Community Economic Development (ECED); Sociology and Social work (SOSW); Political Science, Public Administration, History and Philosophy (PSPAHP); Languages and Literary Studies (LLS); Geography, Tourism and Hospitality Services (GTH) and Media and Library Studies (MLS).

PROGRAMMES ON OFFER

In the academic year 2026/27 FASS is offering 14 bachelor's degrees, two diplomas, and two certificates

Programme	Code
Bachelor of Arts in Economics	OU026
Bachelor of Arts in English Language and Linguistics	OU027
Bachelor of Arts in International Relations***	OU034
Bachelor of Arts in Journalism	OU003
Bachelor of Arts in Kiswahili and Creative Studies	OU028
Bachelor of Arts in Mass Communication	OU004
Bachelor of Arts in Population and Development	OU031
Bachelor of Arts in Public Administration	OU033
Bachelor of Arts in Sociology	OU005
Bachelor of Community Economic Development	OU035
Bachelor in Travel Management and Tour Operation	
Bachelor of Arts in History and Cultural Heritage Management (BAHCM)	
Bachelor of Library Information Management	OU036
Bachelor of Natural Resources Assessment and Management	OU030
Bachelor of Social Work	OU006
Bachelor of Tourism Management	OU007
Ordinary Diploma in Social Work	
Diploma in Monitoring and Evaluation	
Certificate in Monitoring and Evaluation	
Certificate in Social Work	
Certificate Course in Tour Guiding	

Bachelor's 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
15.	Bachelor in Travel Management and Tour Operation	36	2	36	2,040,000	200,000	30,000	20,000	2,290,000
16.	Bachelor of Arts in History and Cultural Heritage Management (BAHCM)	36	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

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	40,000
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

Plus:

Direct University costs (Payable to the University)

No	Item	Amount	Remarks
1.	Examination fee	10,000	Paid for each examination, both sitting and online
2.	TCU Quality Assurance	20,000	Paid once for each academic year
3.	Student Identification fee	20,000	Paid once
4.	Registration fee	30,000	Paid once
5.	On-demand examinations	30,000	Paid for each on-demand examination requested
6.	NACTVET verification fee	10,000	Paid once

Charges payable to the students' organization

No	Item	Amount	Remarks
1	Student organisation fee	20,000	Paid once for each academic year

PROGRAMMES ON OFFER

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

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 a Diploma and a certificate in Monitoring & Evaluation.

Bachelor of Arts in Economics (BA Econ)

The BA Economics programme is designed to provide students with a rigorous and intellectually stimulating academic experience that equips them with a strong foundation in economic theory, concepts, and analytical skills. The programme fosters an in-depth understanding of economic systems and their role in Tanzania's ongoing industrialization process, as well as in the global economy. A broad range of economics-specific and market-oriented elective courses enables students to pursue areas aligned with their personal, professional, and academic interests. The programme aims to cultivate a deep appreciation of how economies function and to demonstrate the breadth, relevance, and transformative power of economics in addressing contemporary economic challenges. Upon successful completion of the programme, graduates are expected to possess both the theoretical knowledge and practical application of economic thinking, preparing them for careers as economists and development professionals. Employment opportunities are available in government ministries, non-governmental organizations (NGOs), financial institutions, business enterprises, and various sectors of economic development, including tourism, environmental management, industry, mining, and related fields.

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	Compulsory	10	1
OCP 100	Introduction to Computers	Compulsor	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 Units			120	12

Level III

Code	Course Title	Status	Credits	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
Total Units			120	12

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, stabilising 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 an analysis of the socio-economic context. The BCED programme seeks to provide a unique opportunity to students who wish to develop their careers 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	Elective	10	1
ODS 101 B:	Political Economy	Elective	10	1
ODS101C	Political and Social development	Elective	10	1
ODS 102A+	Issues in Development	Elective	10	1
ODS 102B+	Social Services and Development	Elective	10	1
OFC 017	Communication skills	Core	10	1
OCP 100	Introduction to Computers	Core	10	1
Total			120	12

Level II

Code	Course title	Status	Credits	Units
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CED 201	Microfinance Management	Core	20	2
CED 202	Resource Mobilisation 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
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

Diploma in Monitoring & Evaluation

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

Semester I Modules

Code	Title	Class	Credit	Units
OEC 011	Fundamentals of Result-based Project Management	C	20	2
OEC 012	M & E Principles and Approaches	C	20	2
OEC 013	M & E Planning and Implementation	C	20	2
OFP 020	Computer Skills	C	20	2
OEC 014	Applied Mathematics for Project	C	20	2
			100	10

Semester II Modules

Code	Title	Class	Credits	Units
OEC 021	Impact Evaluation Methods	C	20	2
OEC 022	Field Protocol and report writing	C	20	2
OEC 023	M&E in Public sector	C	20	2

OEC 024	Evaluation Criteria and Techniques	C	20	2
OEC 025	Value for Money in M&E	C	20	2
OEC 026	M&E Data Management and Systems	C	20	2
OEC 199	Field Practical Attachment	C	40	4
Total			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

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)

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
OLT 335	Semantics and Pragmatics	Core	20	2

Code	Title	Status	Credit	Units
OLT 336	Advanced Syntax	Core	20	2
OLT 337	Research Project in Linguistics	Elective	20	2
Total			120	12

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 analysing the 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 specialisation in their future career and studies. The programme concludes with a test of students' research skills. Those who scored B+ in research methodology (OSW 225) will be given an opportunity to demonstrate their acquaintance with research methods and methodology by registering for OSW 336 Research Project in Kiswahili. All candidates are required to take at least 36 OUT units, which are equivalent to 360 TCU credits, with each unit covering content equivalent to 35 one-hour lectures.

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 132	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
Total			120	12

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. An 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 student majoring in linguistics must take all core courses in the second year, one of which must be OLT 233 and OLL 232

Level III B. An education major 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 student taking literature as a major subject must take all the literature core courses 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
OLT 133	Language and Literature	Core	20	2
OCP 100	Communication Skills	Core	20	2
OFP 017	Introduction to the Computer	Core	10	1
OLT 134	Creative Writing for Fiction, Drama and Poetry	Elective	20	2
OLT 135	Introduction to Drama	Elective	20	2
OLT 136	African Women Writers	Elective	20	2

Level II

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

Level III

Codes	Course title	Status	Credit	Units
OLT 331	Contemporary Literature	Core	20	2
OLT 332	African American Literature	Core	20	2
OLT 333	Studies in European Literature	Core	20	2
OLT 334	Gender and Literature	Core	20	2
OLL 335	The Short Story	Elective	20	2
OLT 336	Research Project	Elective	20	2
OLT 337	Creative Writing Project	Elective	20	2

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	Credits	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	Credits	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

DEPARTMENT OF GEOGRAPHY, TOURISM AND HOSPITALITY

The Department of Geography has 4 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 and Bachelor in Travel Management and Tour Operation. They are paralleled by old programmes which are offered by the Department in collaboration with education programs

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	Credits	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	Credits	Units
ORM 201	Minerals and Energy Resources	Core	20	2
ORM 202	Remote Sensing and Geographic Information Systems	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	Credits	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

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 warming, 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 a two-unit 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 complete all 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 the 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	Credits	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	Elective	20	2
	Total		100	10

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

Code	Course Title	Status	Credits	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	20	2
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
	Total		140	14

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 a comprehensive report for GFPII, to be submitted three months 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 take GFPII before completing GFPI. The Final Grade is the average between scores obtained after marking GFP I and GFP II out of 100%.

Bachelor of Arts in Tourism Management (BTM)

The Bachelor of Arts in Tourism Management (BTM) prepares competent graduates for careers 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 the 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 globalised 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 electives.

Programme structure

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

Level I

Codes	Title	Status	Credits	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
OMK 300	Customer Care	Core	10	1
OFC 017	Communication Skills	Core	10	1
ORM 101	Background to Natural Resources	Elective	20	2
Total			120	12

Level II

Codes	Title	Status	Credits	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
OCP 100	Introduction to Computer	Core	1	10
OEC 124	Social Sciences Research Methods	Core	2	20
OFR 121	Critical Thinking and Argumentation	Elective	10	1
OME 311	Organization Behavior	Elective	10	1
Total			120	12

Level III

Codes	Title	Status	Credits	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-year students (after completion of the 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

organisational costs and any other charges as stipulated in the University's cost-sharing policy. Registration for the field trip is usually in January. Those who register for a trip and fail to attend will have to pay again when the next trip is offered.

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, museums, 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 to attend an 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 it to the Tourism Department. Thereafter, the department will review the title and provide feedback as either accepted, accepted with a few amendments, or rejected and requiring resubmission. The proposed title should be sent in January each year. The deadline for submitting a complete research project is AUGUST each year.

Certificate Course in Tour Guiding

The Certificate in Tour Guiding course is professionally self-sustaining; that is, a graduate of the programme can satisfactorily perform professional duties commensurate with the level attained. At the same time, it is academically chained up with the advanced programmes such as Diploma and degree, such that good performance at certificate level qualifies one for a diploma course, which in turn leads one to a degree programme, such as BA Tourism, as well as other relevant degrees to be identified in the future.

Entry Qualifications

Minimum entry qualification for the certificate course is: -

- O-Level Certificate with at least 5 passes.
- O-Level Certificate with at least two years of working experience in the tourism and hospitality sector

Course Duration

This course lasts for nine months, divided into three trimesters as follows: three months (trimester one) of classroom instructions and examinations; three months (trimester two) of classroom instructions and

examinations, and the last three months (third trimester) of classroom instructions and practical training. The course is offered once a year, starting in October and ending in June, and graduating in November of each year as per the OUT academic calendar.

Students' Workload (Unit Weight)

For the student to successfully complete the Certificate in Tour Guiding, she/he will be required to have a total of 14 units at the end of the course. Specifically, the student will be required to take a minimum of 17 units. The students are required to take three core courses in the first trimester, with each course having 2 units. In Trimester two, they must take four core courses, and have 1 elective course if they wish. Out of the four courses, one has 1 unit; three have 2 units, and one has an elective with 1 unit. The last trimester (Trimester Three) will require the student to take 3 core courses: 1 core and an elective, each worth 1 unit, plus practical training worth 3 units.

Course Contents

Code	Course Name	Status	Units	Trimester		
				1	2	3
OCT 001	Basic Concepts in Tourism	core	2			
OCT 002	Principles of Animal Ecology	core	1			
OCT 003	Introduction to Plant and Animal Taxonomy	core	1			
OCT 004	Tour Guide Skills and Technique	core	2			

Code	Course Name	Status	Units	Trimester		
				1	2	3
OCT 005	Basic Concept in Travel and Tour Operations	core	2			
OCT 006	Customer Relations and Visitor Handling	core	2			
OCT 007	Verbal and Nonverbal communication	core	1			
OCT 008	Cultural Awareness and Heritage	core	1			
OCT 009	Introduction to the French language	elective	1			
OCT 010	English for beginners	elective	1			
OCT 011	Field Practical	core	3			

Programme Matrix: Minimum Unit for Graduation Agreed Are 17 (16 Core + 1 Elective)

Trimester	Core Course Unit	Elective Course Unit	Total Unit
One	3	0	6
Two	5	1	6
Three	4	1	5
Certificate Course in Tour Guiding			17

Fees for the Certificate Course in Tour Guiding

Direct University Costs (Payable to the University)

Item	Tsh	US \$
Tuition	1,080,000	640
Application Fee	20,000	30
Examination Fee	30,000	20
Identity Card	20,000	20
Total Direct Cost to the University	1,150,000	7010

Bachelor of Arts in Tourism Management (BTM)

The Bachelor of Arts in Tourism Management (BTM) prepares competent graduates for careers in the tourism and travel industries. It has been designed to give students a solid foundation in both disciplines, preparing them for leadership in the 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 today's globalised world. 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 electives.

Programme structure

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

Codes	Title	Status	Credits	Units
OTS 101	Introduction to Tourism: Concepts, Theories, and Systems	Core	2	20
OTS 102	Tourism, Environmental and Development	Core	2	20
OTS 103	Tourism Economics	Core	2	20
OTS 111	Tourism Marketing and Promotion	Core	2	20
OTS 112	Principles of Wildlife Ecology and Management	Core	2	20
OGE 121	Background to Physical Resources	Core	2	20
ODS101 A	Concepts/Theories of Social Development	Elective	1	10
OMK 300	Customer Care and Services	Elective	1	10
Total			14	140

Level II

Codes	Title	Status	Credits	Units
OTS 202	Cross-Cultural Communication	Core	2	20
OTS 204	Museum Monuments and Heritage	Core	2	20
OTS 210	Culture, Leisure and Recreation	Core	2	20
OEC 124 (former OTS 211)	Social Sciences Research Methods	Core	2	20
CP 100	Communication Skills	Core	1	10
FO 017	Introduction to Computer	Core	1	10
OFN 200	Introduction to Financial Management	Elective	1	10
OMI 100	IT and Computer Application	Elective	1	10
Total			120	12

Level III

Codes	Title	Status	Credits	Units
OTS 301	Hospitality Management	Core	2	20
OTS 302	Tourism Travel Literature	Core	2	20
OTS 304	Community-Based Tourism	Core	2	20
OTM 305A	Tourism Research Project I: Field Study/Trip	Core	1	10
OTS 305B	Tourism Research Project 1: Internship (8weeks)	Core	1	10
OTS 305C	Dissertation	Core	2	20
Total			12	120

OTM 305 A- Tourism Field Study:

- i) Tourism field study will be done by all second-year students (after completion of the 200 series course). This compulsory field study is for all BATM students
- ii) The aim of the tourism field study is to expose tourism students to practical knowledge and skills from various destinations. The field study carries one (1) unit.
- iii) The destination to be visited each year will be selected by the Department of Tourism and Hospitality in collaboration with the deans and the DVC Academic Offices.
- iv) The duration of the field study ranges from seven (7) days to 1 (12) day
- v) At the end of the trip, students are required to write a comprehensive field study and submit it a month after the completion of the trip.
- vi) Tourism field study is cost-sharing; students are required to contribute costs related to meals, accommodation, transport to and from the meeting destination and other associated costs upon the arrangements. The University will cover organisation costs and any other charges as stipulated in the cost-sharing policy of the University.

OTM 305 B- Tourism Internship

- i) Tourism students are advised to attach themselves to one of the tourist service providers, such as national parks, hotels, travel and tour companies, museums, etc.
- ii) The duration of the internship is eight (8) weeks
- iii) The main aims of the tourism internship are;
 - a) To enable our students to integrate theory with practice
 - b) To introduce students to work culture and industrial practices
 - c) To provide an opportunity for Students to work with industrial practitioners
 - d) To expose students to potential employers
- iv) It is strictly prohibited for a student to attach themselves to their area of employment
- v) Students can obtain an introductory letter for an internship from DRC's offices
- vi) After the student has been attached, a letter of confirmation must be sent to the Tourism Department.

OTM 305 C-Tourism Research Project (Dissertation)

- i) Students are advised to propose a title of their interest and email it to the Tourism Department. Thereafter, the department will review the title and provide feedback indicating whether it is accepted, accepted with a few amendments, or rejected and requires resubmission.

- ii) Supervisors will be allocated to you immediately after your title has been accepted

Bachelor of Travel and Tour Operations Management (BTM)

Introduction

The Bachelor of Travel and Tourism Management programme equips students with practical knowledge, professional skills, and competencies required to address challenges in travel and tour operations. The programme provides a strong understanding of the history, structure, and development of the international travel and hospitality industry. Students gain the ability to assess both positive and negative impacts of tourism destination development, analyse tourist needs and travel motivations, and understand tourism product distribution. It also equips learners with skills in natural resource assessment, monitoring, and management while promoting independent, reflective, and autonomous learning. Students develop the capacity to formulate suitable policies and regulations for effective travel and tourism operations management.

Requirements for Admission

To be admitted for **Bachelor of Travel and Tour Operation Management (BTM)**, an applicant who completed Form VI is required to have TWO principal passes in any subjects or Foundation Programme of the OUT with a GPA of 3.0 accumulated from six core subjects or with equivalent qualifications such as a Postgraduate Diploma in any discipline. Also, an applicant with a Diploma in Tourism/Hospitality or any related field with an average of 'B' or GPA of 3.0 with not less than four passes at O' Level is admissible.

Programme structure

Level I:

Codes	Title	Status	Units
OTT 101	Travel and Tour Operations	Core	1
OTT 102	Fare and Reservation Systems	Core	1
OTT 103	First Aid and Survival Techniques	Core	1
OTT 104	Geography of Tourism and Map Reading	Elective	1
OTT 105	Social Issues in the Service Industry	Elective	1
OHM 102	Front Office Operations	Core	1
OAF 111	Principles of Accounting	Core	1
OTM 121	Tourism Concepts and Theories	Core	1
OTM 122	Fundamentals of Wildlife Ecology	Core	1
OHM 101	Integrated Hospitality Operations	Core	1
OTM 125	Customer Service Management	Core	1
OTT 106	Business Communication and Etiquette	Core	1
Total			12

Level II:

Codes	Title	Status	Units
OTT 201	Ground Operations Management	Core	1
OTT 202	Tour Guiding Skills and Techniques	Core	1
OTT 203	Transport safety and security	Core	1
OTM 226	Nature-based Ecology	Core	1
OTM 223	Tourism Policy and Planning	Core	1
OTM 224	Tourism Marketing & Promotion	Core	1
OLG 222	Business Law and Ethics	Core	1
OEC 144	Social Science Research Methods	Core	1
OTT 304	Medical Tourism	Elective	1
OTM 221	Cultural and Heritage Tourism Management	Core	1
OTM 118	Digital Application in the Tourism Industry	Elective	1
OTM 225	Sustainable Tourism Development	Core	1
OTM 227	Climate Change and Tourism	Core	1
Total			13

Level III:

Codes	Title	Status	Units
OTT 301	Tour Planning and Costing	Core	1
OME 311	Entrepreneurship & Business Planning	Core	1
OTM 313	MICE Tourism	Core	1
OHM 302	Leadership and Supervision Skills	Core	1
OME 111	Principal of Human Resource Management and Administration	Elective	1
OTM 324	Tourism Destination Management	Elective	1
OTM 305A	Academic Study Tour	Core	2
OTM 305B	Industry Attachment	Core	2
OTM 305C	Special Project	Core	2
Total			12

Certificate Course in Tour Guiding

The certificate in the Tour Guiding course is professionally self-sustaining; that is, a graduate of the programme can satisfactorily perform professional duties commensurate with the level acquired. At the same time, it is academically chained up with the advanced programmes such as Diploma and degree, such that good performance at certificate level qualifies one for a diploma course, which in turn leads one to a degree programme, such as BA Tourism, as well as other relevant degrees to be identified in the future.

DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK**Entry Qualification for the Bachelor's Degrees**

Candidates for Social Studies will be admitted in accordance with the University regulations governing the admission process.

Subject Combination and Units Coverage for the Bachelor's Degree

There are 18 core courses for each field of study. Each of these courses has two units. The core courses thus account for 36 units. An additional 4 units can be obtained by opting for elective courses from various departments. A total of 40 units must be completed by a student to qualify to graduate.

Besides opting for elective courses from their respective departments, students can also take courses from the following recommended courses: ODS (101A Concepts of Social Development), Faculty of Business Administration Labour Law and Business Law, and within the FASS Department of Political Science (Public Administration and ODS (Concepts of Social Development)).

Students Field Practice

After successfully completing the first-level courses, students will participate in field practice at the second and third levels, respectively. Part I and Part II field practice will be counted as one course each, with 50% each, for a total of 100%.

Bachelor of Arts in Sociology (BASO)

This programme is designed to focus on specialisations, including Medical and Social Welfare Administration, to suit the current social demand. A Student is required to complete 36 units to qualify for the 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

Code	Title	Status	Credit	Units
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 specialisation from options A or B. However, while doing a specialisation course of one's choice, in level II and III, students **MUST** also do compulsory courses in levels 11 and 111, respectively. See the table below for the BASO student unit guide.

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 3

Code	Title	Status	OUT Units	TCU Credits
OSS 204 II	Block Field Practice II	Core	1	10
OSS 301 a	Youth, Development and Entrepreneurship	Elective	2	20
OSS 302	Social Work Professional Ethics, Morals and Fields	Core	2	20
OSS 303	Block Fields Practice I	Core	1	10
OSS 304	Youth, Crime and Deviance	Core	2	20
OSS 305a	Population Health and Development	Core	2	20

Level 3

Code	Title	Status	OUT Units	TCU Credit
OSS 201	Social Work Theories and Methods	Core	2	20
OSS 202	Youth, Development and Entrepreneurship	Elective	2	20
OSS 203	Social Work Professional Ethics, Morals and Fields	Core	2	20
OSS 204 I	Block Fields Practice I	Core	1	10
OSS 205a	Youth, Crime and Deviance	Core	2	20
OSS 206a	Population Health and Development	Core	2	20
OSS 207	Social Aspect of Criminology	Core	2	20
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

Code	Title	Status	OUT Units	TCU Credits
OSS 201	Social Work Theories and Methods	Core	2	20
OSS 202	Youth, Development and Entrepreneurship	Elective	2	20
OSS 203	Social Work Professional Ethics, Morals and Fields	Core	2	20
OSS 204 I	Block Fields Practice I	Core	1	10
OSS 205a	Youth, Crime and Deviance	Core	2	20
OSS 206a	Population Health and Development	Core	2	20
OSS 207	Social Aspect of Criminology	Core	2	20
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

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	Globalisation and Social Problems	Core	20	2
OSS 223 b	Field Practice II	Core	10	1
			70	7

NOTE: The two specialisation courses A and B to choose from are as follows:

(A) Medical Sociology Specialisation 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
			60	6

(B) Social Welfare and Administration Specialisation 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
Total			60	6

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
Total			60	6

Level II

Code	Title	Status	Credit	Units
OSS 231	Introduction to Rural Sociology	Core	2	2
OSS 232	Sociology and Rural Development	Core	2	2
OSS 233	Peasant Economy	Core	2	2
Total				6

Level III

Code	Title	Status	Credit	Units
OSS 331	Rural Cooperatives	Core	2	2
OSS 332	Agrarian Social Structure and Social Change	Core	2	2
OSS 333	Rural Urban Contrast	Core	2	2
Total				6

Guide to Units for BASO Students

Level 1	Option A	Option B	Option C
I	ALL (12)	ALL (12)	ALL (12)
II	Level II (5) + Option A II (6)	Level II (5) + Option B II (6)	Level II (5) + Option C II (6)
III	Level III (7) + Option A III (6)	Level III (7) + Option B III (6)	Level III (7) + Option C III (6)
Total	36	36	36

***(C) Rural Sociology Specialization = NOT ON OFFER**

Bachelor of Social Work (BSW)

Programme structure: The student is required to complete 36 units to qualify for the BSW degree.

Level I

Code	Title	Status	Credit	Units
OFP 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
Total			120	12

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
Total			170	17

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
Total			170	7

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, a Social Work Competence-Based

Training Curriculum was required to equip graduates of Social Work institutions with the knowledge and skills needed to address 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
Sub -Total hours/Week		13	8	8	10	58	6
Total hours/Week		39					

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
Sub -Total hours/Week		10	7	5	7	67	6
Total hours/Week		*29					

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

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
Sub-Total hours/Week		10	2	5	5	59	5
Total Hrs/week		22*					

Key

L - Lecture hours; T - Tutorial 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 Mobilisation 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
Sub-Total hours/Week		14	6	8	9	56	6
Total hours per week		37					

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
Sub-Total hours/Week		8	3	5	6	65	6
Total hours/week		*22					

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

DEPARTMENT OF JOURNALISM AND MEDIA STUDIES

The Department of Media and Library Studies offer three-degree programs: BA Journalism, BA Mass Communication, and Bachelor of Library Information Management, through which students graduate as Journalists, Public Relations Officers/Corporate Secretaries, and library professionals. The degree programmes are designed so that during the first year of study, all students, i.e., those taking B. Journalism and those pursuing a BA in 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. Thus, at the end, students will graduate as Journalists or as Public Relations Officers/Corporate Secretaries.

Entry Qualification

Candidates for Journalism and Media Studies will only be admitted on the basis of the Open University of Tanzania's rules and regulations, which govern the admission process.

Subject Combination

There are 23 core and 2 elective subjects for BA Journalism and 25 core and 2 elective subjects for BA Mass Communication. A total of 39 units must be completed by all Journalism and Mass Communication students to graduate.

Assessment Procedure

Timed tests (for third level students) or discussion questions (for first and second level students) account for 30%, and the annual examination 70% to the BA Journalism and BA Mass Communication course, respectively, in order to graduate.

Students' Fieldwork/Practicum

All students will be required to undertake a practicum every year. The practicum includes publication of features and news stories and field attachments. At each level, the student must publish four news stories and four feature stories on local or international mass media (Radio, TV, Newspaper, Newsletter, or a combination of two or more media). At the end of level three, the student will have published and submitted to the Department for assessment 12 news stories and 12 feature stories. At the second and third levels, the student will also be required to undertake a field attachment (internship) at any media house, advertising agency, or organisation with a public relations or communication unit or department. The practicum will enable students to complete one unit at each level (3 levels x 2 units = 6 units)

Dissertation

The dissertation (OJO 325N) for the BA Mass Communication is a core course. The staff in the Department who supervise the students undertaking the course in their final level (level three) have experienced that the vast majority of them fail to complete their work (final research report) on time. This follows from the fact that most students have never taken the course before; hence, they lack the necessary skills to carry out the work. i.e., proposal writing skills, literature review techniques, citation skills and styles, methodology skills, data analysis, presentation, interpretation and discussion skills, etc. Therefore, although the course is in their third level, the department strongly advises students to start preparing their proposals at their second level so that they may finalise their work at least two months before the graduation ceremony.

Bachelor of Arts in Journalism (BA Journalism)

Programme structure

A Student is required to take 39 units to qualify for the 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	Elective	10	1
OJO 126	Kiswahili kwa Wanahabari	Elective	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		130	13

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
	Total Units for This Level		130	13

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
Total Units for this Level			130	13

*N=new course

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	Elective	10	1
OMC 126	Kiswahili kwa Wanahabari	Elective	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

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 the repeated requests from practitioners in the Library Science profession for 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 the ability 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 the 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	Organisation 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
	Total		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 at a selected library, archive, or Information Centre for a minimum of 42 days. The field attachment exercise shall be assessed and graded.

DEPARTMENT OF POLITICAL SCIENCE, HISTORY AND PHILOSOPHY (PSPAHP)

This department has three undergraduate programmes, namely Bachelor of Arts in Public Administration (BAPA) and Bachelor of Arts in International Relations (BAIR) and the Bachelor of History and Cultural Heritage Management (BAHCM).

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 the government and personal levels. Learners of this programme are expected to occupy various positions of an 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.

Programme structure

Level I

Codes	Course Title	Status	Credit	Units
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

Codes	Course Title	Status	Credit	Units
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

Registration for level three courses is subject to successful completion of Industrial Attachment and submission of a written report and a logbook duly signed by the officer in charge of the institution to which the student undertook his/her industrial attachment. The logbook is posted on the university website, and students are required to print their personal copies for submission to the institution they will be attached to.

Candidates are required to take all core units in levels I, II and III plus any elective units to attain at least the required minimum total units/credits. The following table gives a summary of unit's candidates are required to take to qualify for graduation in BAPA degree:

Levels	Units/Credits to be Taken and Status				Grand Total	Equivalent TCU Credits
	Core units	Equivalent to TCU	Elective units	Equivalent TCU Credits		
Level I	12	120	02	20		
Level II	12	120	03	30		
Level III	09	60	11	110		
Minimum Requirements	33	330	03	30	36	360

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.

Bachelor of Arts in International Relations (BAIR)

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 the ability to apply the same in 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 analyse problems and opportunities and collect pertinent data, sensitivity to controversies of cross-border nature. An ability to act as a change agent and a manipulator of various foreign affairs. These characteristics will enable graduates of the programme to accomplish the goals by working with and through people in political settings at both national and international levels.

Programme Structure

A Student is required to take all core courses and add elective courses to make 36 units to qualify for the BAIR degree award.

Level I

Codes	Title	Status	Credit	Units
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

Codes	Title	Status	Credit	Units
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
FRA 1 or FRA 2	French for beginners or Intermediate French	Elective	20	2

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

Candidates are required to take all core units in levels I, II and III, plus any elective units, to attain at least the required minimum total units/credits. The following table gives a summary of unit's candidates are required to take to qualify for graduation in the BAIR degree:

Bachelor of Arts in History and Cultural Heritage Management (BAHCM)

The programme is designed to prepare students for careers in academics, administration and management, cultural heritage management in museums, archaeological sites and historical towns, tourism industry, law and other disciplines that require knowledge of how the past affects the present and future. It also gives a wide variety of fields that utilise creativity, critical thinking, professional reading and writing skills and the ability to adapt and continue learning in a rapidly changing world. A history degree teaches students to read intelligently, think analytically, write clearly, accurately assess past trends, rationally predict future development and understand the real world.

Requirements

B.A History students must complete a total of 36 units, of which 20 units must be history courses, to be awarded the B.A in History. B.A. History students must take OHI 121, 122, 123, 124, 125, 221, and OPR 121. While following courses OHI 222, 223, 225, 226, 332, 333, and Dissertation will be elective. In addition, history majors may opt for courses from departments of e.g., political science, Linguistics, Development Studies, philosophy, and religious studies.

B.A with education and BED students are required to take OHI 131, 132, 133, 134, 135 and 231 as compulsory courses.

Level 1

Code	Title	Status	Credit	Units
OHI 131	Introduction to African History	Core	2	20
OHI 132	History of Tanzania	Core	2	20
OHI 133	Theory and Practice in African History	Core	2	20
OHI 134	The Political History of Zanzibar	Core	2	20
OHI 135	Themes in African Prehistory	Core	2	20
OHI 136	Development of Political Philosophy	Elective	2	20
OPR 121	Introduction to Critical Thinking and Argumentation	Core	2	20
OPR 017	Communication Skills	Core	1	10
OCP100	Introduction to Computer	Core	1	10

Level 2

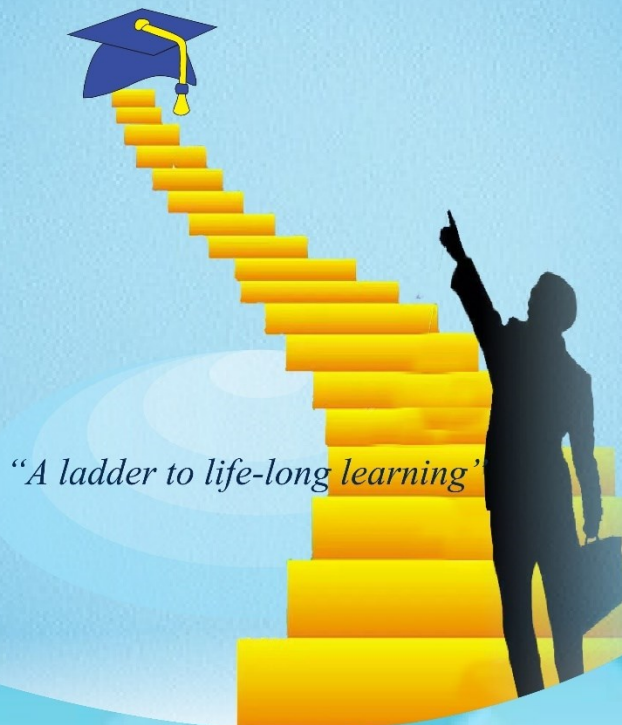
Code	Title	Status	Credit	Units
OHI 231	History of East Africa	Core	2	20
OHI 232	History West Africa	Elective	2	20
OHI 233	Europe since the 19 th Century	Elective	2	20
OHI 234*	Globalization and African History	Core	2	20
OHI 235	History of South Africa to Recent Past	Elective	2	20
OHI 236	History of USA	Elective	2	20
OHI 237	Development of Political Philosophy	Elective	2	20
OPR 222	History and Development of African Philosophy	Elective	2	20

* Not on offer in this academic year

Level 3

Code	Title	Status	Credit	Units
OHI 331B	The Black Diaspora in the Indian Ocean	Core	2	20
OHI 332	History of Central Africa	Core	2	20
OHI 333	History of North Africa	Elective	2	20
OHI 335*	The History of Africa and World Religions	Core	2	20
OHI 336*	Dissertation	Elective	2	20

* Not on offer in this academic year



"A ladder to life-long learning"

WELCOME TO THE INSTITUTE OF CONTINUING EDUCATION

The Institute of Continuing Education (ICE) at the Open University of Tanzania, established in 1996, promotes professional development and lifelong learning to support socio-economic growth and poverty alleviation. It delivers education through blended learning methods including e-learning, printed materials, and face-to-face instruction allowing broad geographic access. ICE serves both youth and adults by offering flexible entry pathways.

PROGRAMMES ON OFFER

In the academic year 2026/27 the ICE offers the following courses.

S/N	Programme
1	Ordinary Diploma in Primary Teacher Education (NTA Level 5 & 6)
2	Diploma in Commonwealth Youth Programme (CYP)
3	Diploma in Library and Information Studies (DLIS)
4	Certificate in Foundation Programme (OFP)
5	Certificate in Youth Work (CYW)
6	Certificate in Library and Information Studies (CLIS)
7	Certificate in Hairdressing and Beauty Therapy (CHBT)

Ordinary Diploma in Primary Teacher Education

Level 1: (NTA Level 5)

This programme is designed to support primary school teachers in advancing their academic qualifications to the diploma level. It focuses on building practical teaching skills, introducing modern strategies, and enhancing classroom management techniques for both small and large groups. The programme also prepares teachers to confidently handle all subjects taught at the primary level, while empowering them to integrate ICT tools into their daily teaching practices to create more engaging and effective learning experiences.

Entry requirement: Teacher Grade A Certificate with an average pass of B and above or its equivalent, with not less than 3 credits or 4 passes at O' Level Secondary Education.

Semester 1(NTA level 5)- First Year

Code	Module Name	Status	Credit	Unit
ODC 05101	Computer Literacy	Fundamental Core	10	1
ODC 05102	Child Psychology	Core	10	1
ODC 05103	Primary School Curriculum Development	Core	10	1
ODC 05104	Language Teaching Methods	Core	20	1
ODC 05105	Educational Measurement and Assessment Principles	Core	10	1
Total			60	6

Semester II (NTA level 5)- First Year

Code	Module Name	Status	Credit	Unit
ODC 05201	Research in Education	Core	10	1
ODC 05202	Social Studies Teaching Methods	Core	20	1
ODC 05203	Arts and Sports Teaching Methods	Core	10	1
ODC 05204	Health, Safety, and Nutrition Practices in Primary School	Core	20	2
ODC 05205	Micro Teaching I	Core	10	2
Total			70	7

Level 2 (NTA Level 6)

This programme is designed to support primary school teachers in advancing their academic qualifications to diploma level. It focuses on building practical teaching skills, introducing modern strategies, and enhancing classroom management techniques for both small and large groups. The programme also prepares teachers to confidently handle all subjects taught at the primary level, while empowering them to integrate ICT tools into their daily teaching practices to create more engaging and effective learning experiences.

Entry requirement: Candidates eligible for admission into the ODPSE programme NTA 6 level are only those with ODPSE programme NTA 5 level.

Semester I (NTA level 6)- Second Year

Code	Module Name	Status	Credits	Units
ODC 06101	Communication and Study Skills	Core	10	1
ODC 06102	Educational Foundations	Core	20	2
ODC 06103	Teaching Methods for Science and Technology in Primary School	Core	10	1
ODC 06104	Numeracy and Mathematics Teaching Methods	Core	20	1
Total			60	6

Semester II (NTA level 6)- Second Year

Code	Module Name	Status	Credits	Units
ODC 06201	Educational Entrepreneurship	Core	10	1
ODC 06202	School Administration and Management	Core	10	1
ODC 06203	Special Needs and Inclusive Education	Core	10	1
ODC 06204	Vocational Studies Teaching Methods	Core	10	1
ODC 06205	Micro Teaching II	Core	10	1
ODC 06206	Field Practical Training (FPT)	Core	20	2
Total			70	7

Diploma in Commonwealth Youth Programme (CYP)

The Commonwealth Diploma in Youth in Development Work (CYP) is a professional programme designed to help unlock the full potential of young people by enhancing the skills of those who work with them. It combines theoretical knowledge with practical experience, enabling youth workers to become more effective and impactful in their roles. The programme is ideal for individuals already engaged in youth-focused work across various sectors, including government institutions, NGOs, the police, prisons, schools, colleges, religious organisations, and the broader community. It equips participants with the tools, knowledge, and confidence to make a meaningful difference in the lives of young people and their communities. In addition, the CYP diploma can serve as a stepping stone to further studies in social science and law-related programmes.

Entry requirement: - Technician Certificate (NTA Level 5) in Youth work OR Advanced Certificate of Secondary Education Examination (ACSEE) with at least one Principal pass and Subsidiary in Principal subjects.

Programme structure

Students in the CYP programme will be required to study a total of 14 units

Level 1					
No.	Code	Title	Status	Credits	Units
1.	ODC 001	Commonwealth Values	core	10	1
2.	ODC 002	Young People and Society	core	10	1
3.	ODC 003	Principles and Practice of Youth Development	core	10	1
4.	ODC 004	Working with People in their Society	core	10	1
5.	ODC 005	Gender and Development	core	10	1
6.	ODC 006	The Learning Process	core	10	1
7.	ODC 007	Management Skills	core	10	1
Total				70	7

Level 2

No.	Code	Title	Status	Credits	Units
8.	ODC 008	Project Planning, Monitoring and Evaluation	Core	10	1
9.	ODC 009	Policy Planning and Implementation	Core	10	1
10.	ODC 010	Conflict Resolution, Strategies and Skills	Core	10	1
11.	ODC 011	Promoting Enterprise and Economic Development	Core	10	1
12.	ODC 012	Youth and Health	Core	10	1

No.	Code	Title	Status	Credits	Units
13.	ODC 013	Sustainable Development and Environmental Issues	Core	10	1
14	ODC 014	Field Report	Core	10	1
Total				70	7

Diploma in Library and Information Studies (DLIS)

The Diploma in Library and Information Studies is a two-year programme offered by the Institute of Continuing Education in collaboration with the Directorate of Library Services at The Open University of Tanzania. It aims to equip learners with practical and theoretical skills for managing libraries and information services. The programme focuses on modern information management techniques, ICT integration, and effective service delivery. Graduates are prepared to support and enhance information systems in various library and information centre settings across Tanzania and beyond. In addition, the DLIS serves as a stepping stone to further studies in social science and law-related programmes. To qualify for an award of the Diploma, students will be required to complete a total of 240 credits (24 units) in the two levels (120 in level 5 and 120 in level 6). The Modules are designed to provide learners with both theoretical knowledge and practical skills.

Entry requirement: - Technician Certificate (NTA level 5) in Library and Information studies or OR Advanced Certificate of Secondary Education Examination (ACSEE) with at least one Principal pass and one Subsidiary in Principal subjects plus Certificate of Secondary Education Examination (CSEE) with four Passes

NTA Level 5

Code	Title	Status	Credit	Unit
ICL 05109	Classification of Library Materials	Core	10	1
ICL 05110	Bibliography and Bibliographic Control	Core	10	1
ICL 05111	Cataloguing of Library and Information Resources	Core	10	1
ICL 05112	Library Statistics and Reports	Core	10	1
ICL 05113	Introduction to Library Practices	Core	10	1
ICL 05114	Introduction to Info-Entrepreneurship	Core	10	1
ICL 05215	Information Sources	Core	10	1
ICL 05216	User Information Needs	Core	10	1
ICL 05217	Information Searching and Retrieval	Core	10	1
ICL 05218	Communication Skills	Core	10	1
ICL 05219	Management Skills	Core	10	1
ICL 05220	Security and Disaster Management in Libraries	Core	10	1
Total			120	12

NTA Level 6

Code	Title	Status	Credit	Units
ICL 06122	Library and Information Management Systems	core	10	1
ICL 06123	Introduction to Database and Data Security	core	10	1
ICL 06124	Introduction to Digital Library	core	10	1
ICL 06125	Introduction to Records and Archives Management	core	10	1
ICL 06126	Introduction to Library Collection Development	core	10	1
ICL 06127	Introduction to Information Literacy	core	10	1
ICL 06228	Reference and Information Services	core	10	1
ICL 06229	Community Information Services	core	10	1
ICL 06230	Administration and Management in Libraries	core	10	1
ICL 06231	Marketing of Library and Information Services	core	10	1
ICL 06232	Field attachment	Core	20	2
Total			120	12

Certificate in Foundation Programme (OFP)

programme designed to expand access to higher education for students who fall slightly short of the entry requirements for bachelor's degree programmes. The programme was approved by the Tanzania Commission for Universities (TCU) in March 2018. Candidates who successfully complete the programme, in accordance with the approved criteria, will be eligible for admission into bachelor's degree programmes at various universities.

The specific objectives of the programme are to provide basic knowledge of the procedures, methods, and language used in subjects at the degree level. It also aims to introduce students to intelligent reading, assimilation, critical thinking, analysis, and synthesis of information essential for higher levels of learning. Additionally, the programme seeks to promote individual self-development and address deficiencies carried over from lower levels of education, particularly in the ability to speak, read, write, and receive instruction, in order to successfully undertake university studies.

Programme Structure: The Foundation Programme is organized into three clusters of Arts, Business and Science. Students will be required to six courses with 120 credit points of study in total, i.e. three courses equivalent to A- level combinations and three additional courses of Communication Skills, Development Studies and Introduction to ICT.

Entry requirement:

Advanced Certificate of Secondary Education Examination (ACSE) with at least 1.5 points from TWO subjects; with not less than four passes at O level obtained before the ACSE. OR An Ordinary Diploma from a recognized institution with a GPA of at least 2.0 OR NTA Level 5 or Professional Technician Level II Certificate with not less than four passes at O level. Passes in Religious and General Studies are not Counted

The Foundation Programme is a one-year bridging

Arts cluster

Code	Title	Status	credits	Units
OFP 011	History	Core	20	2
OFP 012	Geography	Core	20	2
OFP 007	English Language	Core	20	2
OFP 008	Kiswahili	Core	20	2
OFP 015	Economics	Core	20	2
OFP 018	Development studies	Core	20	2
OFP 017	Communication skills	Core	20	2
OFP 020	Introduction to information communication technology	Core	20	2
	Total		160	16

Business cluster

OFP 009	Mathematics	Core	20	2
OFP 012	Geography	Core	20	2
OFP 014	Mathematics and statistics	Core	20	2
OFP 015	Economics	Core	20	2
OFP 017	Communication skills	Core	20	2
OFP 018	Development studies	Core	20	2
OFP 019	Business studies and Accounting	Core	20	2
OFP 020	Introduction to information communication technology	Core	20	2
	Total		160	16

Science cluster

OFP 009	Mathematics	Core	20	2
OFP 010	Physics	Core	20	2
OFP 012	Geography	Core	20	2

OFP 009	Mathematics	Core	20	2
OFP 013	Biology	Core	20	2
OFP 016	Chemistry	Core	20	2
OFP 017	Communication skills	Core	20	2
OFP 018	Development studies	Core	20	2
OFP 020	Introduction to Information Communication Technology	Core	20	2
	Total		160	16

NB. A student is required to register six (6) subjects only.

Certificate in Youth Work (CYW)

The **Certificate in Youth Work (CYW)** is a professionally crafted programme designed to prepare individuals for meaningful engagement with young people across diverse settings. A youth worker plays a vital role in guiding and supporting youth through their personal, social, and educational development journeys. Youth work is a dynamic and rapidly evolving field, with practitioners serving in various environments such as youth centres, schools, community organisations, faith-based institutions, refugee camps, and outreach programmes. Given the sensitive and impactful nature of this work, youth workers require a solid foundation of knowledge, practical skills, and ethical competence to serve effectively.

This programme responds to the growing need for trained youth practitioners who can navigate the complexities brought about by globalization, technological change, and shifting social dynamics. It equips learners with both theoretical understanding and hands-on skills relevant to youth development, leadership, communication, and programme facilitation. Graduates of the CYW programme will be well-prepared to contribute to positive youth outcomes, whether in formal institutions or community-based initiatives, and will be empowered to take on active roles in shaping inclusive, resilient, and engaged youth communities.

Programme Modules: Students will be required to cover 10 modules and a project work that together make a total of 120 credits. The programme duration is one academic year

Entry requirement: certificate of Secondary Education Examination (CSEE) with four (4) passes in non-religious subjects

No.	Code	Course Title	Status	Credit	Unit
1	ICY 001	Introduction to Youth Work	Core	10	1
2	ICY 002	Working with Diverse People	Core	10	1
3	ICY 003	Introduction to Counseling Process	Core	10	1
4	ICY 004	Introduction to Career Development	Core	10	1
5	ICY 005	Leadership and Personal Management	Core	10	1
6	ICY 006	Workplace Ethics	Core	10	1
7	ICY 007	Self-Awareness Skills	Core	10	1
8	ICY 008	Business Communication Skills	Core	10	1
9	ICY 009	Introduction to ICT	Core	10	1
10	ICY 010	Introduction to Cross-cutting Issues	Core	10	1
11	ICY 011	Project Work	Core	20	2
		Total		120	12

Certificate in Library and Information Studies

The programme is designed to address the growing importance of information management in promoting development and alleviating poverty. In today's knowledge-based society, access to accurate and timely information is essential for informed decision-making and sustainable growth. Recognising this, the programme aims to equip personnel working in libraries and other information management centres with the knowledge and skills needed to collect, organise, store, retrieve, and disseminate information effectively.

Entry requirement: certificate of Secondary Education Examination (CSEE) with four (4) passes in non-religious subjects

Programme Structure

This programme comprises of eight modules with a total weight of 12 units.

Code	Module Name	Status	Credit	Unit
ICL 04101	Basic Communication Skills	Core	10	1
ICL 04102	Organization of Library Resources	Core	20	2
ICL 04111	Basic Computer Applications	Core	10	1
ICL 04103	Introduction to Record Keeping and Archives Management	Core	10	1
ICL 04205	Library Routines and Services	Core	10	1
ICL 04206	Conservation and Preservation of Records and Library Materials	Core	10	1
ICL 04207	Safety and Security of Library, Records and Archival Materials	Core	10	1
ICL 04110	Introduction to Cross-cutting Issues	Core	10	1
ICL 04109	Workplace Ethics	Core	10	1
ICL 04208	Project Work	Core	20	2
	Total		120	12

Certificate in Hairdressing and Beauty Therapy (CHBT)

It is a one-year programme offered by the Institute of Continuing Education to address the growing demand for skilled professionals in the beauty and personal care industry. It provides youth and adults with essential knowledge and hands-on skills in cosmetology, preparing them for employment or self-employment in hairdressing and beauty services. Graduates are equipped for roles such as hairdressers, beauty therapists, or salon assistants and are well-positioned for further professional growth in the industry.

Programme Modules: Students will be required to cover 12 modules, with six theoretical modules, five practical modules and field attachment, making a total of 120 credits. The programme duration is one academic year. ICE offers the programme in collaboration with the Department of Cosmetology of VETA.

Entry requirement: Certificate of Secondary Education Examination (CSEE) with four Passes in non-religious subjects.

Theoretical Modules

Code	Title	Status	Credit	Unit
ICC 005	Introduction to General Science for Hair and Beauty	Core	10	1
ICC 006	Professional Image in Hair and Beauty	Core	10	1
ICC 008	Basic Business Communication Skills	Core	10	1
ICC 009	Elementary Business Management	Core	10	1
ICC 010	Introduction to Cross-cutting Issues	Core	10	1
ICC 011	Application of ICT in Salon Management	Core	10	1
	Total		60	6

Practical Modules

Code	Title	Status	Credit	Unit
ICC 001	Basics of Hair Dressing	Core	10	1
ICC 002	Basic Skin Care Skills	Core	10	1
ICC 003	Basic Nail Care Skills	Core	10	1
ICC 004	Introduction to Body Massage Techniques	Core	10	1
ICC 007	Basics of Hygiene and Sanitation	Core	10	1
CC 012	Field Attachment	Core	10	1
	Total		60	6

FEES STRUCTURE: INSTITUTE OF CONTINUING EDUCATION (ICE)

Diploma and Certificates - 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.	Certificate in Hair and Beauty Therapy	11	1	12	440,000	100,000	30,000	20,000	590,000
2.	Certificate in Youth Work	11	1	12	440,000	100,000	30,000	20,000	590,000
3.	Certificate in Library and Information Studies	10	2	12	400,000	200,000	30,000	20,000	650,000
4.	Certificate in Foundation Programme	16	0	16	640,000	0	30,000	20,000	690,000
5.	Diploma in Commonwealth Youth in Development Work	14	2	14	560,000	200,000	30,000	20,000	810,000
6.	Diploma in Primary Teacher Education	24	2	26	960,000	200,000	30,000	20,000	1,210,000
7.	Diploma in Library and Information Studies	10	2	12	400,000	200,000	30,000	20,000	650,000

Other charges payable to university

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

Key to tuition fee

Sn	Title	Rates in Tshs
1	Theoretical courses for all non-degree programmes	40,000
2	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

GENERAL UNIVERSITY EXAMINATION REGULATIONS FOR UNDERGRADUATE PROGRAMMES

1.0 Conduct of Examinations

The university examinations shall be conducted through the Directorate of Teaching, Learning and Examination Services (DTLES) under the control of the Deputy Vice Chancellor Academic Research and Consultancy

2.0 Assessment

- 2.1 Students shall be examined in all courses during the academic year in which they studied. The assessment shall consist of a written timed test which will be administered prior to sitting for a final (annual) examination at the end of the academic year. The coursework assessment will contribute 30% while the annual examination will contribute 70% to the final grade.
- 2.2 Science practical, teaching practice and other field related assignments will constitute independent units, not examinable, but assessed through reports submitted by students.
- 2.3 The pass mark for both coursework and examinations combined shall be 40% for all undergraduate programmes.
- 2.4 A candidate who fails to attain the pass mark, after sitting for the annual will be allowed to write a supplementary examination after paying the required examination fee. The maximum grade attainable in a supplemented subject is C.
- 2.5 A candidate who fails in a supplementary examination shall be required to repeat the failed subject. Repeating a subject means doing the continuous assessment (test) and annual examination. The maximum grade attainable in a repeated subject is C.
- 2.6 A candidate who fails a repeated subject shall be required to re-register the course two times only to attain a pass grade.
- 2.7 A candidate who fails to appear for examination, for any certified reason, must inform the DVC (ARC) prior to the commencement of the examinations period.
- 2.8 A candidate who failed to attempt timed test shall not be allowed to write annual examinations.
- 2.9 All law examinations shall generally be partial open book. Students will be required to pay a tune of TSh. 30,000/= per year and they shall be supplied with statutes for respective courses during examinations.

3.0 Registration for Examinations

Registration by a candidate for a course of study shall not be taken as guaranteed registration for examinations. Each candidate shall be required to register for the examinations in specific subjects at least one month before the commencement of examinations period.

4.0 Eligibility for Examinations

- 4.1 A candidate shall be admitted to examinations for subjects in which the candidate is registered for at the beginning of the academic year.
- 4.2 A candidate shall be permitted to participate in coursework assessment after having paid at least 50% of all the requisite tuition fees and examination fees.
- 4.3 A candidate shall be permitted to sit for the Annual Examination (AE) after covering learning objectives in all six Knowledge areas of each course and after having paid 100% of all required tuition and examination fees.
- 4.4 Students should register courses which do not clash in the timetable as no student will be allowed to sit for more than one examination in the same session
- 4.5 Each student registered for examination is required to print examination hall ticket automatically generated from SARIS/ARMIS containing student's photo, basic personal information, examination centre, a list of approved main timed test or annual examinations and QR code. No student shall be allowed to enter examination room without examination hall ticket and student identity card or where applicable, national or Voter Identity card or Driving License.

5.0 Dates of Examinations

Annual, supplementary, and special examinations of the University shall be held on dates approved by the Senate, and will be announced at the beginning of the academic year.

6.0 Admission to Examinations

- 6.1 Only candidates possessing a valid Examination Hall ticket and valid identity card shall be permitted entry into the examination hall. These identification documents shall be displayed on the right-hand side of the candidate's desk or table.
- 6.2 Candidates must leave personal belongings, including bags, coats, hats, mobile phones, smart-watches and similar items, in the designated area of the examination venue.
- 6.3 Electronic devices such as mobile phones, smart-watches, earphones, headsets, iPads and pagers and any other related electronic devices are strictly prohibited inside the examination venue.
- 6.4 If any electronic device is found on a candidate's desk or emits any sound during the examination (even if switched off) or is discovered by any means within the examination venue, it will be confiscated and the candidate shall be deemed to have violated examination regulations of the OUT.
- 6.5 Candidates shall not carry any unauthorized materials, including notes or written information into the examination room, as this is strictly prohibited.
- 6.6 No candidate shall write, carry, or conceal any examination-related content or other material on any part of their body, clothing, handkerchief, or any personal belongings. Possession or discovery of such material shall be deemed a violation of the examination regulations of the OUT.
- 6.7 Candidates shall be obliged to arrive at the examination venue at least twenty (30) minutes before the scheduled start time to complete the required EHT verification process.
- 6.8 Any candidate arriving more than thirty (30) minutes after the commencement of the examination shall be denied entry into the examination room and such lateness shall constitute grounds for disqualification from that session.
- 6.9 A candidate is required to appear for the examination at the centre to which officially registered. In the event that attendance at an alternative centre becomes necessary, the candidate must promptly report the matter to the Director of regional centre of the respective centre and obtain the necessary authorization.
- 6.10 Each candidate shall bear the responsibility of bringing own writing instruments including pens, pencils, erasers and rulers. The exchange, sharing or borrowing of such items between candidates during the examination period is strictly prohibited.
- 6.11 Candidates shall sit only for the examinations listed on their EHT, on the scheduled date and time as indicated in the final examination timetable, unless an alternative arrangement has been approved by DTLES in writing.
- 6.12 All candidates shall be obligated to maintain strict silence in the vicinity of, and upon entry into the examination hall. This obligation includes, but is not limited to, abstaining from speaking, whispering, or engaging in any conduct that may generate noise or cause a disturbance. Such conduct shall be deemed a violation of examination protocol of the OUT.
- 6.13 No candidate is allowed to start an examination until instructed to do so by the Chief Invigilator.
- 6.14 A candidate shall be permitted to complete the required information on the cover page of the Answer Booklet while awaiting the official commencement of the examination.
- 6.15 Each candidate must accurately indicate the appropriate examination category such as Mid-Term Test, Annual, or Supplementary for each examination attempted. Failure to provide the correct classification shall lead automatic rejection of the results entry by the system, which is a primary cause of unrecorded or missing results.
- 6.16 Candidates are strictly prohibited from engaging in any form of communication with individuals other than the appointed invigilators during the course of the examination. Any interaction or attempt to communicate between candidates shall constitute a violation of examination regulations of the OUT. In the event that a candidate requires clarification or assistance, should raise the hand to attract attention of the invigilator.

- 6.17 A candidate is strictly prohibited from engaging in, attempting to engage in, or aiding and abetting any form of cheating during the examination. Any such conduct or suspicion thereof shall be deemed a violation of the examination regulations of the OUT.
- 6.18 In the event that a candidate requires temporary absence from the examination venue for the purpose of using the restroom facilities, the candidate shall be required to raise the hand and remain seated until an invigilator approaches and grants permission to leave. Unauthorized movement from one's seat shall be deemed a breach of examination protocol.
- 6.19 A candidate may be granted permission to permanently exit the examination room only after the first thirty (30) minutes of the examination have elapsed, and solely upon the condition that he/she has submitted the Answer Booklet and the question paper to the designated Supervisor or Invigilator, and has signed the official attendance register as required.
- 6.20 Candidates shall not be permitted to eat, drink, or smoke at any time during the examination. Any such conduct shall be deemed a violation of the examination regulation of the OUT.
- 6.21 A candidate shall not deface, destroy, or otherwise tamper with any examination materials or documents provided in the examination room.
- 6.22 Candidates are strictly prohibited from removing any examination materials (including, but not limited to, answer booklets, question papers, supplementary sheets, or any other documents or items issued during the examination) from the examination venue. Unauthorized removal of such materials shall constitute a serious breach of examination regulations of the OUT.
- 6.23 All candidates are obligated to comply fully with all instructions and directives issued by the Chief Supervisor, Invigilators, or any authorized examination officials responsible for the administration and conduct of the examination. Non-compliance may constitute a breach of examination regulations and be subject to disciplinary action.
- 6.24 All candidates will be required to sign the attendance register.
- 6.25 Candidates shall be required to appear physically for the examinations at the approved examination centres for all pen and paper examinations
- 6.26 Candidates shall be required to observe any general instructions that may be given by an Invigilator or Examiner, and to note carefully any instructions that appear at the question paper.
- 6.27 Examinations shall be held on the dates shown on the timetable and all papers shall be sat on the times specified.
- 6.28 Candidates will have to satisfy themselves that they are in possession of the correct question papers.
- 6.29 Question papers for any given examination shall not be taken out of the examination room.
- 6.30 No candidate shall leave the examination room during the last ten minutes of the time allocated, except in case of emergency.
- 6.31 No candidate shall be allowed to enter or leave an examination room with an empty or used answer book.

7.0 Examination Malpractices and Irregularities Regulations

7.1 Malpractices in Relation to Coursework

It shall be an offence for any student to avail to another student personal prepared assignment with a view of assisting other student to do assignment or to negligently expose his/her assignment to another candidate to use.

Penalty

Any student found guilty of the offence under Regulation 8.1 above shall be liable to:

- a) Cancellation of assignment, AND
- b) Suspension from studies for a period of one academic year.

8.0 Fraud in Relation to Coursework

It shall be an offence for a student to:

- a) Submit assignment not prepared and written by oneself.
- b) Substantially plagiarize the work of any other person.

- c) Falsify/alter marks awarded on an assignment script or test script
- d) And any other such cases related to or connected to or arising from the above specified.

Penalty

Any student found guilty of involvement in fraudulent conduct related to coursework as set out in Regulation. 8.2 above shall be liable to:

- a) Cancellation of coursework, **AND**
- b) Suspension from studies for a period of one academic year, **OR**
- c) Discontinuation from the University.

9.0 Malpractices in the Conduct of Examinations

It shall be an offence for a student involved in an examination/test to:

- a) Sit or attempt to sit for examination without valid documentation(s).
- b) Enter the examination hall/room later than half an hour after the examination/test has commenced.
- c) Leave the examination hall/room earlier than half an hour after the examination has commenced except for oral examinations.
- d) Carry out a conversation or any other communication with another student once the examination has commenced without permission from the invigilator.
- e) Indulge in any disruptive conduct including, but not limited to, shouting, assault of another student/candidate, using abusive and/or threatening language, destruction of university property or the property of another student/candidate.
- f) Take out of the examination room/hall answer booklet(s), used or unused.
- g) Neglect, omit or in any other way fail to follow lawful instructions or orders issued by the Invigilator.
- h) Physically assault or insult an Invigilator or any University Official involved in the conduct of the examination.
- i) And any other such cases related to or connected to or arising from the above specified.

Penalty

Any student/candidate found guilty of contravening Regulation 8.3 above, shall be liable to:

- a) Cancellation of the relevant examination, **AND**
- b) Suspension from the University for a period not exceeding two years, **OR**
- c) Discontinuation from the University.

A student who contravenes Rule 8.3(e) apart from other penalties as specified above shall be liable to a fine to be determined by the Irregularities Committee.

Any student found guilty of contravening Rule 8.3(h) above shall be discontinued from the University.

9.1 Cheating in an Examination/ Timed Test

It shall be an offence for any student involved in an examination to:

- a) Take into the examination room/hall, in person or by agent, unauthorized materials including, but not limited to, plain papers, condensed/summarized notes, books, and handkerchiefs on which information is written or information written on any part of the body, recording apparatus, mobile phones or any unauthorized electronic equipment or any other materials as may be specified from time to time by the DVC (Academic).
- b) Copy from any other student examination answers
- c) Aid and/or abet another student to copy from a script/booklet of another person.
- d) Exchange answers with another student in or outside the examination room.
- e) Collaborate with another student in the examination room to use telephone discussions and share material including calculators and other electronic equipment.

- f) Communicate with other students verbally or through other means, during examination without permission from the invigilator.
- g) Begin the exam before being authorized by the invigilator.
- h) And any other such cases related to or connected to or arising from the above specified.

Penalty

Any student/candidate found guilty of cheating in examinations as defined in Regulation 8.4 above shall be liable to:

- a) Cancellation of the relevant examination, **AND**
- b) Suspension from the University for a period not exceeding two years, **OR**
- c) Discontinuation from the University.

On conclusion of the malpractice case, the confiscated unauthorized material shall be destroyed within sixty (60) days from the date of the letter communicating the decision except where the student has preferred an appeal within the prescribed time.

9.2 Fraud in Examinations/Timed Tests

It shall be an offence for a student or any other person involved in an examination to:

- a) Import into the examination hall/room, in person or by agent, a pre-prepared answer script/booklet.
- b) Substitute an answer script/booklet prepared outside the examination room/hall for the one already submitted to the Invigilator/ Examiner.
- c) Falsify or alter marks awarded on an examination script/booklet.
- d) Impersonate another student/candidate.
- e) Procure or induce another person to sit for him/her.
- f) Present false document(s) in relation to eligibility to sit for university examinations.
- g) Sit or attempt to sit an examination without authority.
- h) Fraudulently receive examination papers/questions which have been illegally procured or made available.
- i) Fraudulently access or attempt to access examination questions before the examination is due.
- j) Pay or induce another person to illegally procure or make available examination questions/papers.
- k) View examinations questions prior to sitting for the exams
- l) Use wrong Registration Number or Examination Number with the intention of hiding the identity of the candidate.
- m) The following malpractices shall specifically be considered as an offence for a candidate sitting for OREX examinations:
- n) Deliberate actions leading to candidate disconnecting from the active OREX session without prior permission from examiners.
- o) Use supportive devices hidden behind the camera for the purpose of assisting in giving on the spot answers.
- p) Share a recorded OREX session to social networks without prior permission from the University.
- q) Putting the 'oral' into oral assessment. Students are not allowed to read aloud a written support such as from books when answering oral questions except for open book examinations.
- r) And any other such cases related to or connected to or arising from the above specified.

Penalty

Any student/candidate or any other person found guilty of fraudulent conduct as defined in Regulation 8.5 above shall be liable to the following penalties:

- a) Any student/candidate found guilty of contravening Rule 8.5(a), (b), (h), (i), (j), and (k) above shall be discontinued from the University.
- b) Any student/candidate found guilty of contravening Rule 8.5(c), (d), (e), (f), (g), (l) and (m) above shall be suspended from the University for a period not exceeding two academic years, or discontinuation from the University.

If OUT staff is proved to be involved, the staff shall be liable to disciplinary action in accordance with the prevailing University disciplinary procedures.

9.3 Offences Relating to the Conduct of Irregularities Hearing

It shall be an offence for any student/candidate whether or not he /she has been accused of an irregularity or any OUT staff to:

- a) Interfere with the conduct of investigations into the matter or the hearing of an irregularity by the Irregularities Committee or any other body hearing the irregularities or appeal.
- b) Intimidate members of the Committee or other members of the University Staff or witnesses in the irregularity matter.
- c) Destroy evidence relating to an alleged irregularity.
- d) Forge or utter false documents in relation to an alleged irregularity.
- e) Bribe or attempt to bribe a University Official witness or any other person in relation to an alleged irregularity.
- f) Harass or procure others to harass on his /her behalf a University official, witnesses or any other person in relation to an irregularity by making constant telephone calls, visits, etc.
- g) Refuse to sign irregularity form after been asked to so by the invigilator.
- h) And any other such cases related to or connected to or arising from the above specified.

Penalty

Any student/candidate or any OUT staff found guilty of interference with the conduct of an irregularity hearing as defined in Regulation 8.6 above shall be liable to:

- a) Cancellation of the relevant examinations, or
- b) Suspension from the University for a period of one academic year, or
- c) Payment of fine which will be determined by the Irregularities Committee.

Any student/candidate found guilty of contravening Rule 8.6(b) and (f) (above shall be discontinued from the University.

Any student/candidate found guilty of contravening Rule 8.6 (e) above shall be discontinued from the University and reported to The Prevention and Combating of Corruption Bureau.

If OUT staff is found guilty, he/she will be liable for payment of fine and to any other disciplinary action in accordance with the prevailing University disciplinary procedures.

9.4 Guidelines on Apprehension of a Suspect

When a student/candidate is suspected to be engaging in examination irregularities or malpractices, he/she should be apprehended immediately. In the apprehension of a suspect, the following should be considered:

- a) A suspect should be handled in the appropriate manner to ensure that the privacy and bodily integrity of a person is not violated.
- b) Body searches should be done in the presence of another person of the same sex.
- c) The materials should be taken away as soon as they are found and kept as exhibits.
- d) Identity of the suspect and possible witnesses should be recorded immediately.
- e) A suspect should be allowed to proceed with the examination since he/she is presumed to be innocent until proved guilty provided that his presence does not disrupt the tranquility in the examination room.

9.5 Procedure for Hearing of Malpractice Cases

- 9.5.1 Hearing of examination malpractices and irregularities shall be done by the Examination Irregularities Committee (EIC) appointed by Senate.
- 9.5.2 The Irregularities Committee shall forward its findings and recommendations to the Undergraduate Studies Committee (UGSC) for all cases of undergraduate and non-degree programmes, and to the Research, Publication and Postgraduate Studies Committee (RPPC) for all cases of postgraduate students for final verdict and decisions.
- 9.5.3 In the handling of examination irregularities and malpractices, the Irregularities Committee or any other body hearing the case shall consider the following principles of natural justice:
- a) Fair and equal treatment of all students/candidates,
 - b) The opportunity to enter a plea of guilty or not guilty,
 - c) Fair hearing accorded to all students/candidates,
 - d) Right of students/candidates to appear and to defend themselves,
 - e) Staff not to sit in judgment of their own cause, and
 - f) Consistency in punishments.

9.6 Appeals against Examination Irregularities

- 9.6.1 Students wishing to exercise their right of appeal against a decision made by UGSC should address the appeal hearing to the University Senate.
- 9.6.2 A student who pleaded guilty to an offence before the Irregularities Committee shall have a right of appeal only with respect to the gravity of the penalty.
- 9.6.3 A student who is dissatisfied with the decision of the Senate may appeal to the Senate Appeal Sub-Committee within 21 days from the date of receiving the letter communicating the decision. The appeal shall be accompanied by a non-refundable fee which shall be set by the senate and reviewed by it from time to time.
- 9.6.4 The appeal shall be in writing addressed to DVC (Academic) and copied to the Faculty /Institute where the student belongs stating clearly the grounds of appeal. The DVC (ARC) shall acknowledge in writing to the student/candidate receipt of the appeal.
- 9.6.5 The student appealing shall be notified in writing of the date when the appeal shall be heard and shall be given an opportunity to appear before the Committee and be heard.
- 9.6.6 The Senate Appeals Sub-Committee shall have power, on cause being shown, to allow the student present additional evidence which was not in his possession at the time of appearance before the Irregularities Committee.
- 9.6.7 The Senate Appeals Sub-Committee shall hear the appeals and make findings and recommendations to the SENATE whose decision on appeal shall be final and conclusive.
- 9.6.8 All appeals lodge in accordance with Regulation 8.9.3 shall be finally determined within a period of one year.

10.0 Progress from Year to Year

- 10.1 Candidates are required to clear all units they registered for in the year of study.
- 10.2 Units which are passed shall be recorded.
- 10.3 Units that are not passed shall be cleared after sitting for supplementary Examination done during ODEX sessions.

11.0 Classification of Degrees

- 11.1 In the classification of degrees, a FIVE points system will be used in averaging the final grades:
- 11.2 The letter grades will be assigned the following points:

A	B+	B	C	D	E
5	4	3	2	1	0

- 11.3 Courses given for each degree have to be appropriately weighted by the units.

- 11.4 To get the score for each course, multiply the points, as in 10.2 by the appropriate weights, as obtained in 10.3 e.g. getting a B in a 2-unit course the score shall be $3 \times 2 = 6$.
- 11.5 The total score for the degree will be the total scores for all courses taken for the final, computed as in 10.4.
- 11.6 The average score for the degree will be computed by dividing the Total Score in 10.5 by the total weight obtained under 10.3.

- 11.7 The Final Classification of a degree will be as follows:

Classification	Range	Letter Grade
1st Class	(5.0 - 4.4)	A
Upper 2 nd	(4.3 - 3.5)	B+
Lower 2 nd	(3.4 - 2.7)	B
Pass	(2.6 - 2.0)	C

Classification of non-degree will be as follows; -

- 11.8 **Rounding Off of GPA:**

GPA figures will be presented to the nearest single decimal point to be rounded up for ≥ 0.05 and to be ignored for < 0.05 . As an example, 3.36 will be taken as 3.4 while 3.34 will be taken as 3.3.

- 11.9 The range of marks will be as follows:

- Grading system for Bachelor 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				

- 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
NTA Level 6	-	Q	0	Disqualification
	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

12.0 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.

13.0 Aegrotat Degree

Candidates who have completed their course of study but who have been absent, through illness from part of the final examination, may apply to the University for the award of an *Aegrotat degree* in accordance with the following procedure as directed by TCU:

- 13.1 The head of the academic department must formally make the request to the Faculty/Institute Examination Board for the award of an Aegrotat degree to the student in question.
- 13.2 The following details should be provided to the Examination Board:
 - i) Medical certificate or other statement of the grounds on which it is made and must be submitted as soon as possible after the last date of the examination to which the application refers;
 - ii) The name of the candidate
 - iii) The year of registration of the student;
 - iv) The name of the degree programme in which the student was registered;
 - v) The stage of the programme of study reached by the student at the time of illness;
 - vi) Any examination or assessment marks obtained by the student prior to his/her illness;
 - vii) The number of credits needed for a student to graduate on that programme and the number of credits obtained by the student prior to his/her illness; and
 - viii) Details of any outstanding academic requirements according to the university's awards regulations.
- 13.3 The following guidelines shall apply to an examining body (Senate) in its consideration of the award of aegrotat award:
 - i) The Senate should be satisfied that the candidate's prior performance shows on balance of probabilities that he/she would have passed, but the illness which occurred prevented him/her.
 - ii) The Senate should be satisfied that the candidate is unlikely to be able to return to complete his/her study at a later date within a reasonable period.
 - iii) The Faculty/Institute Board shall require the candidate to confirm in writing that he/she is willing to accept an aegrotat award.
 - iv) Where the candidate is unwilling to do so, the Faculty/Institute Board shall seek for appropriate extension of the student's registration and permit the candidate to complete the examinations/assessment in question accordingly.
 - v) An aegrotat degree, diploma, or certificate shall be unclassified and in all other respects, ungraded. An aegrotat award does not necessarily entitle the holder to registration with the professional body, or exemption from the requirements of any professional qualification, or progression to another academic programme or another stage of a programme which might otherwise be associated with the programme of study or award concerned.
 - vi) No candidate shall be exempted from submitting and defending research thesis or from presenting Masters Dissertation (or equivalent presentation) where the program requires such a thesis or dissertation to be presented before graduation. It follows therefore that the examining body may not recommend the award of aegrotat degree if the missing component relates to research that is core before graduation.

13.4 **Status of an aegrotat degree**

An aegrotat award is a terminal award; however, it does not entitle the holder to practice a profession although it may be used for non-professional related employment.

14.0 **Loss of Certificates**

The Open University of Tanzania may issue another copy in case of loss of the original certificate on condition described in section 12.1-12:

- 14.1 These guidelines shall be applied to all categories of certificates other than transcripts, provisional results or statement of results.
- 14.2 Duplicate certificate shall be issued only when it is lost or destroyed irreversibly.
 - a) Loss means and includes situations where a graduand has failed to find or trace a certificate after exercising a due diligent and reasonable search.
 - b) Damage/Destruction means and includes all situations in which a certificate has been rendered incapable of any use as a result of damage or destruction
- 14.3 The applicant shall provide the damaged or defaced certificate if available.
- 14.4 Application should be made only by the graduand in the prescribed format. Application received on behalf of the graduand shall not be accepted.
- 14.5 Application by a third party can be accepted if a special power of attorney is duly presented on behalf of the graduand together with the other documents specified in paragraph 12.6
- 14.6 The following documents shall be presented to the Directorate of Examinations Syndicate for consideration of issuing a duplicate certificate
 - (a) A sworn affidavit detailing the circumstances under which the original certificate was lost or destroyed.
 - (b) A certified copy of loss police report.
 - (c) Copy of notification issued in a newspaper for loss of certificate.
 - (d) A receipt of prescribed application fee.
- 14.7 In case of damage/destruction the requirements of paragraph 12.6 (b), (c) are unnecessary.
- 14.8 Duplicate certificate is to be surrendered to the Open University of Tanzania immediately if the original certificate is recovered by chance.
- 14.9 The replacement for a lost certificate shall be issued after 12 months from the date of the loss.
- 14.10 In case of a damaged certificate and if the same has been surrendered to the University, the duplicate copy shall be issued immediately after the University is satisfied with the level of damage.
- 14.11 The certificate issued shall be marked "Duplicate Copy" across it.
- 14.12 The loss or destruction of a certificate is a serious matter and a duplicate will only be issued at the judgment of the University. The University reserves the right not to issue a duplicate or to specify reasons for its decision.
- 14.13 The applicant shall be required to pay a certificate reprinting fee due to loss of certificate as approved by university from time to time.

15.0 **Examination Appeal Procedures**

- 15.1 Students' appeals on academic grounds other than examination irregularities and malpractices shall be directed to the Deputy Vice Chancellor (ARC). All Appeals under this section must be lodged within the period of six months from the date of publication of the results by or under the authority of the Senate.
- 15.2 Except where unfair marking or other like irregularity in the conduct of any University Examination is alleged, no appeal shall lie in respect of any such examination on any grounds.
- 15.3 Students appealing for remarking will be required to pay the cost for searching the scripts, remarking, processing results, transportation of scripts to the examiners, and general administration costs. A fee of Tsh. 80,000 for Tanzanian nationals or USD 50 for non-Tanzanian nationals is applicable until when further reviewed by Senate. Faculties will have to seek

approval of the DVC (ARC) for remarking, if they are satisfied with the presented appeal case, after the candidate has paid a fee as set and approved by Senate.

16.0 Guidelines on Posthumous Awards

An institution may award a posthumous qualification to a student who has died when close to completion of a programme. The procedure for posthumous award shall be as follows:

16.1 Request to the relevant examination Body (Faculty/Institute Board) for the award of a posthumous degree

The Head of department in which the deceased student was registered should formally make a request to the relevant examination body for the award of a posthumous degree to the student in question.

16.2 Examination Board

The following details should be provided to the Faculty/Institute Examination Board:

- i) the name of the deceased student;
- ii) the year of registration of the student;
- iii) the name of the degree programme on which the student was registered;
- iv) the stage of the programme of study reached by the student at the time of death;
- v) the date of death;
- vi) any examination or assessment marks attained by the student prior to death;
- vii) the number of credits needed for a student to graduate on that programme and the number of credits obtained by the student prior to death;
- viii) details of any outstanding academic requirements according to the university's awards regulations.

16.3 Examining Body (Senate)

The following guidelines apply to an examining body (University Senate) in its request for a posthumous award:

- i) The Senate may award an unclassified degree in cases where there is strong evidence that the deceased student would have achieved a degree, as long as the amount of study the student carried out deserves the posthumous award to be given to the candidate, provided that:
 - a) for a UQF level 8 degree programme, the study completed by the candidate is greater than the amount normally associated with the UQF level 7 (Higher Diploma); and
 - b) for other UQF levels programmes, the candidate must have completed the minimum credits required for graduation in the respective programme.
- ii) The Senate may also consider the recommendation of a lower award than that for which the student was registered.
- iii) In cases where the deceased student owes fees to the institution, the institution may decide to disregard and write off the debt.

16.4 Endorsement of documents

The University shall ensure that the word "posthumous" is endorsed on all official documents associated with the award of a posthumous qualification. These may include transcripts, testimonial statements and other student records.

16.5 Holder's name

Posthumous degrees will be awarded in the name of the deceased student and may be announced at the necessary relevant graduation ceremony, if the next of kin so desires.

17.0 Preservation of Scripts and Release of Examination Results

- 17.1 The University shall preserve the student's scripts for the purpose of reference for a period of **five** years. After this period the scripts may be destroyed, and no appeal concerning such scripts shall be considered.
- 17.2 The provisional results of candidates in every examination, arranged in a manner as prescribed by Senate, shall be published by the Dean of the relevant Faculty soon after the Faculty Board meeting but the results shall not be regarded as final until they are confirmed by Senate.

18.0 Regulations Governing the Position and Conduct of Internal Examiners

- 18.1 The Directorate of Teaching, Learning and Examination Services (DTLES) shall coordinate all examination matters for the whole Institution and shall be directly answerable to the Deputy Vice-Chancellor (ARC).
- 18.2 The University examinations shall be conducted under the control of the Deputy Vice-Chancellor (ARC) with the Directorate of Teaching, Learning and Examination Services (DTLES).
- 18.3 The DTLES will liaise with the Deans of Faculties/Heads of Academic Departments and issue invigilation guidelines for the examination in the courses at the University.
- 18.4 No Tutorial Assistant will be approved to be an internal examiner, unless conditions are such that such a Tutorial Assistant has proven to have some exceptional capabilities to warrant him or her to be permitted to set and mark examinations as an internal examiner.
- 18.5 An internal examiner, examination officer or any other officer connected with the preparation of the examinations who conducts himself or herself in such a manner as to cause leakage of examination question(s), shall be disqualified of the responsibilities entrusted to him or her and disciplinary action shall be taken against him or her.

19.0 External Examiners

- 19.1 The Dean or Director shall propose names of recognized academicians and professionals of the course(s) taught at the University to be external examiners. The names of the external examiners shall be approved by the Senate together with those of the internal examiners. For each course there shall be at least one external examiner who shall be an academician.
- 19.2 On the first appointment of any external examiner such person so appointed shall provide the office of the Deputy Vice Chancellor (ARC) with his/her curriculum vitae and the same shall be communicated to the Senate for approval of the appointment.
- 19.3 The appointment of the external examiner shall be limited to three consecutive academic years though such person is liable for re appointment after another three consecutive academic years have elapsed.
- 19.4 The office of the Deputy Vice Chancellor (ARC) shall ensure that as soon as practicable, relevant draft examination questions are sent to the appointed external examiners for moderation and where required, comments of the external examiner are incorporated in the examination questions before delivery to the data base of examinations for permanent storage.
- 19.5 The internal and external examiners when marking the answer books will have to use red marking pens. Pencils are prohibited.
- 19.6 After the panel marking of examinations, the external examiners, will be invited to make sampled marking and check the overall marking process. The External examiners shall prepare a report, which shall be presented to the Faculty Board. The report so prepared must take note of the extreme cases, that is, the highest and lowest cases, standards of examinations, consistency in marking and performance pattern.

20.0 Issuance of Certificates and Transcripts

- 20.1 Certificates, Diplomas, and Degrees for awards approved by Senate shall be issued after being approved by Senate, for candidates who complete the clearance process.
- 20.2 Transcripts for all university awards may be issued by the office of DVC Academic upon request, as soon as the results have been approved by Senate.

- 20.3 Fees for the printing and collection of transcripts and academic certificates shall be set by Senate and announced from time to time.
- 20.4 Replacement of certificate may be done subject to approval by the Chairman of Senate, after the relevant replacement fees have been paid.

21.0 Regulations for issuance of certificates

- 21.1 The subsequent regulations shall be observed when issuing various certificates offered by the Open University of Tanzania.
- 21.2 The certificates declared in these regulations shall include the following:
 - i) Degree certificates
 - ii) Academic transcripts
 - iii) Postgraduate diploma certificates
 - iv) Diploma certificates
 - v) Foundation programme certificates
 - vi) Provisional results/statements of results
- 21.3 The University may issue certificates other than those prescribed in Article 23.2 with the approval of the University Senate.
- 21.4 Application for certificates shall be made either in person or by postal mail. Application by phones, email electronic, or alternatives means shall not be permissible.
- 21.5 Application made in person shall be by completion of the prescribed application form for issuance of various certificates
 - a) A duly filled application form must be accompanied by the following documents:
 - i) A document which recognizes the applicant e.g. Identity card (National ID, Health Insurance ID, Employment ID, Bank ID, Driving license, etc.)
 - ii) Evidence of receipt of payment of the compulsory fee as revised time to time and indicated in the prescribed application form.
 - iii) A clearance form.
 - b) Certificates will only be issued in the name the applicant used to gain admission to the University or changed during the duration of the programme and the same had been presented and accepted by the University. No certificate will be issued in a name that is not reflected in the University's records.
- 21.6 In case an application is made through a third party, a special power of attorney duly prepared by a registered advocate of the High Court of Tanzania must be presented. The authorization must bear the name and signature of the giver of such power of attorney. In addition the applicant shall also comply with section 23.6 above.
- 21.7 Application by Post:
 - a) Application by postal mail shall be by completion of the prescribed application form for issuance of various certificates
 - b) Present document which identifies the applicant and provides proof of payment of application fee as described in section 23.6.
 - c) The applicant shall meet the cost of delivery
- 21.8 Applicants who need to be issued certificates not mentioned in section 23.3 shall apply separately.
- 21.9 Certificates shall be issued to the applicant after the University has sternly verified the information offered in the application form by comparing with those existed in University's records.
- 21.10 The University shall re-issue a new correct certificate to the applicant in case of technical mistakes such as incorrect spelling or identification information in the original one; for this to happen the original certificate must be returned to the University and the applicant should pay for certificate reprinting fee due to errors.

- 21.11 All application must be forwarded to the Directorate of Teaching, Learning and Examination Services, Open University of Tanzania, P. O. BOX 23409, Dares Salaam.

22.0 Invigilators

- 22.1 An invigilator for pen and paper examinations appointed by the University shall be responsible for the proper conduct of the examination. The Invigilator and Examiner will submit signed declaration that the regulations have been duly observed throughout the examination
- 22.2 Procedure in the examination room before the examination:
- 22.2.1 Invigilators should be present in the Examination Room at least thirty minutes before the commencement of the examination.
- 22.2.2 Invigilators should check if the sitting plan for the examination room has been prepared.
- 22.2.3 Invigilators will be provided with the following items by the University Examinations Officer or his/her Representative:
- i) Sealed envelopes containing question papers must be personally collected by each Invigilator from the strong rooms at most thirty minutes before the examination session.
 - ii) Attendance register showing a list of candidates for each examination to be attempted in the examination room. This will be distributed to Invigilators in advance in a form of a master list for the University examinations.
- 22.3 Invigilators must ensure that ONLY ONE answer-book is provided for each candidate unless the rubric on the question papers requires otherwise. The answer-book must be filled before any additional paper is provided.
- 22.4 The Invigilator must show the sealed envelope containing question papers to all candidates and attract their attention to the intactness of the seal before breaking it and opening the envelope. He/She can do this by raising up the envelope.
- 22.5 Question papers and any other material prescribed in the rubric (e.g. log tables, charts, etc.) should be set out by the Invigilator with the help of the Internal Examiner or the Director of Regional Centre.
- 22.6 Invigilators should admit candidates to the Examination Room ten minutes before the commencement of the examination and they should ensure that they take the right places. Handbags, books, papers and other similar articles must be deposited with the Invigilator before the candidates are permitted to go to their places. Where big numbers of candidates are involved, Invigilators may admit candidates to the examination room fifteen minutes in advance or more.
- 22.7 During these ten or fifteen minutes, the Invigilator should:
- 22.7.1 Make an announcement to the effect that candidates should satisfy themselves that they are in possession of the correct paper.
- 22.7.2 Call attention to any rubric at the head of the paper which seems to require attention.
- 22.7.3 Announce to the candidates when they may begin writing. Candidates will normally be allowed five minutes to read the paper.
- 22.7.4 Not admit candidates to the examination room after half an hour from the commencement of the examination and should not permit them to leave the room until thirty minutes have expired.
- 22.7.5 In case of an examination irregularity other than cheating the Invigilator may, at his/her discretion take any action which in his/her view is necessary and reasonable under the circumstances
- 22.8 The Invigilator shall report in writing to the DTLES who shall communicate with the Dean of the relevant Faculty any exceptional circumstances considered likely to prejudice a candidate's performance.

23.0 Responsibilities of invigilators during the Examination

- 23.1 At the commencement of the examination, Invigilators should remind candidates to ensure that they are attempting the right examination paper.
- 23.2 At the end of the first half hour the total number present should be noted down and a sitting plan prepared. Invigilators should then collect all the blank answer-books from all vacant places. Spare question papers should be returned to the correct envelopes for returning to the Internal Examiner.
- 23.3 During the examination, Invigilators should ensure that candidates are provided with any additional requirements (e.g. scripts, blotting-paper, log-tables etc.) Candidates may be permitted to do rough work on the left-hand margin of the scripts on the understanding that this is crossed out at the end of the examination.
- 23.4 No candidate should be permitted to leave his place during the examination except to leave the examination room.
 - 23.4.1 Invigilators shall enter the number of examination scripts collected from the candidates on the Attendance Sheet provided by the office of the Dean at the time of collecting the Examination paper. Invigilators shall sign the said Attendance Sheet before they hand over all the scripts to the Internal Examiners who must be present in the examination rooms. On receipt of the scripts Internal Examiners will check them and sign on the collection form. The attendance Sheets must be handed to the Examinations Officer at the end of each session.
- 23.5 Invigilators are required to attend in the examination rooms at the commencement of each session to assist the Chief Invigilators and to collect the scripts. Instructions in the examination room shall be announced by the Chief Invigilators.
- 23.6 Cases of illness during the examination sessions should be reported to the Chief Invigilators or Directors of Regional Centres as soon as possible.
- 23.7 Invigilators shall have the authority to confiscate any unauthorized material, manuscript, or other aid brought into the examination room and to expel from the examination room any candidate that creates a disturbance.
- 23.8 Academic staff who are suspected of involvement in leakage of examination, or for assisting students to cheat in any way, shall be sent to the Staff Disciplinary Committee.

FINANCIAL REGULATIONS

1.0 The Application, Tuition and Other Fees

- 1.1 The Open University of Tanzania (OUT) has the right to set and change tuition fees in line with the average annual inflation rate announced by the Bank of Tanzania. Any change of annual fees will be approved by the Council of The Open University of Tanzania, before the commencement of the academic year.
- 1.2 At the beginning of every academic year, all students of OUT will be required to meet their financial obligations before registration.
- 1.3 Student fees must be paid by using automated generated control numbers obtained through students ARMIS accounts.
- 1.4 Registered students shall pay Students' organization fees every year
- 1.5 The university does not accept cash payments.

2.0 Rules for Payment of University Fees

- (a) All students are required to pay various university programme fee and other fees on time.
 - (b) Any student having a 'Repeat' subject must pay in full the subject's fees according to the rates approved by Council.
 - (c) The amount of Tsh. 10,000 shall be paid as examination fee for every paper registered for exams and Tshs. 10,000 for every paper registered for Timed Test.
 - (d) Students are allowed to pay 50% of the fees due by the end of the registration period as set in their respective invoices. A penalty of Tsh. 20,000 or USD 20 for international students will be levied to those who fail to pay on time.
 - (e) Fees once paid are not refundable. The refund for excess fees paid will be made after deduction of 15% administration costs, and this can only be considered after a student has graduated and not before.
 - (f) All students—whether privately sponsored or funded by HESLB or other organizations—must pay tuition fees by the specified deadline. Failure to pay within prescribed deadline shall be liable for penalty of Tsh. 20,000/= or USD 20 for international students.
 - (g) Students or their sponsors are allowed to pay the whole amount of programme tuition fees at the beginning of academic year. In case of any subsequent rise in fees from the time of the initial payment and completion of the programmes, the student will be required to settle the calculated difference in order to be allowed to graduate.
 - (h) Students who for one reason or another, have been allowed to attend special examinations, will not need to pay again for the special examinations.
 - (i) Students who wish to appear for special examinations without prior authorization, will be required to pay the fees for that examination sessions.
- 2.1 Every candidate, who successfully completes studies, shall be allowed to graduate only after having paid all fees due to the university.
 - 2.2 The university deserves the right to withdraw its certificate from any candidate fails to honour financial obligations to the university.
 - 2.3 The University Council has power to revise the various fees charged for all OUT activities.

1.0 Student Union Fees

All students must pay the stipulated student organization fees into the Open University Student Organization (OUTSO) accounts.

4.0 SADC and EAC Students

According to SADC and EAC Protocols, students from member countries are required to pay the equivalent of local fees.

STUDENT SUPPORT SERVICES

Regional Centres

The Open University of Tanzania has decentralized its organizational structure by setting up Regional Centres where students can get support services close by. Each Regional Centre is equipped with appropriate facilities to enhance efficiency of services to students.

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 disseminating information about The Open University of Tanzania programmes.

Enrollment and Registration

- Regional and Coordination Centres assist applicants in choosing suitable programmes per TCU guidelines.
- Support enrolment, ensuring proper student registration for their chosen programmes.
- Confirmation Communication: Notify selected students via text messages and phone calls.

Orientation

- Collaborative Sessions: Organized in partnership with the Director of Undergraduate Studies.
- Introduce students to OUT's structure, blended learning models, and technology-enabled resources (Moodle, Zoom, ODL TV).
- Train students on using the Academic Resource Management Information System (ARMIS) for course and examination registration.

Examination Coordination

- Regional centres coordinate examination sessions by managing all logistical and administrative tasks necessary to ensure a smooth, secure, and standardized assessment environment.
- Handling Irregularities: Address clearance issues promptly.

Mini Library Services

- Provide students with both physical and digital library materials.
- Conduct training sessions on navigating the online library catalogue and academic databases.

Career Guidance and Academic Support

- Offer career counseling and academic advice to help students make informed decisions about study paths, job prospects, and professional development.

Psychosocial Counseling

- Services provided by trained counsellors in cooperation with the Disability Resource Centre, Directorate of Students, and OUT Gender Desk.
- Address academic pressure, personal challenges, and mental health concerns following established counseling guidelines.

ICT Support

- Help students and staff access and use e-learning platforms (e.g., Moodle, Zoom).
- Provide basic IT support for hardware and software issues.
- Deliver training to ensure effective utilization of ICT in teaching and learning.

Student Associations and Activities

- Facilitate establishment of student associations (OUTSO) under the University's welfare guidelines.

- Encourage participation in student-led activities that foster leadership, networking, and social interaction.

Gender Issues

Promote gender equality and address gender-related concerns.

- Inclusive Environment: Follow OUT Gender Desk guidelines to combat gender-based violence and ensure safety.

HIV and Non-Communicable Disease (NCD) Awareness

- HIV Clubs: Support education initiatives on HIV/AIDS prevention, care, and stigma reduction.

Sports and Recreational Activities

- Coordinate various sports and recreational events to promote physical well-being and teamwork.
- Sports representatives collaborate with the Disability Resource Centre to ensure broad participation and engagement.

GRADUATION GUIDELINES

1. Graduation

Graduation is the formal institutional recognition that a student has successfully completed every academic, financial and administrative requirement prescribed for the award of a specific qualification (degree, diploma, or certificate).

This includes, but is not limited to:

- i) Successful completion of all required coursework and credit hours
- ii) Attainment of the minimum grade point average or equivalent performance standard
- iii) Submission and approval of any mandatory research output (dissertation, thesis, project, or equivalent)
- iv) Clearance of all financial obligations to the institution including payment of a non-refundable graduation fee of TZS 50,000
- v) Compliance with any other institutional rules (e.g., library, accounts, faculty, postgraduate, undergraduate, and regional center clearances)

Only when all these conditions have been verified and formally confirmed by the relevant academic and administrative office does the student become eligible to graduate and receive the qualification.

2. Graduation ceremony

- i) The Open University of Tanzania (OUT) conducts formal graduation ceremonies each academic year to recognize and confer awards upon successful students.
- ii) The Ceremony is a formal university occasion and must be treated with appropriate respect and dignity. Attendees and graduands are required to maintain silence and refrain from unnecessary disruptions throughout the proceedings.
- iii) Graduands must wear the official OUT academic attire appropriate for their respective degree, diploma or certificate level. Modest and formal attire is required underneath the gown.
- iv) All graduands participating in the ceremony must attend the mandatory graduation rehearsal held prior to the main event. Attendance is strictly required to ensure familiarity with the procession, seating order, and stage protocol. Graduands who fail to attend the rehearsal may be disqualified from participating in the formal ceremony
- v) The ceremony commences with the entry of the Academic Procession. The assembly must stand as the Academic and Chancellor's Processions enter the graduation grounds and remain standing until invited to sit.
- vi) Graduands must strictly occupy their designated, pre-allocated seats. The Chancellor will formally open the congregation, followed by official addresses before the presentation of candidates
- vii) To honor every graduand's achievement equally, all participants and guests must remain in their designated seats until the Chancellor officially declares the ceremony closed.
- viii) At the conclusion of the ceremony, the Chancellor will declare the congregation closed. The assembly must stand as the Academic Procession exits the venue
- ix) Participation in the ceremony is subject to full academic and financial clearance, including the settlement of all outstanding tuition balances and other fees

CURRENT REGIONAL/COORDINATION CENTRES (206/2027)

Below is a location and contacts of the OUT regional and coordination Centres

1. **Arusha** Regional Centre, P.O. Box 19, Arusha; **Location:** East African Community Road, Plot 75, Opposite Mount Meru Hospital, (TBA Building); **E-mail:** drcarusha@out.ac.tz
2. **Coast Regional** Centre, P.O. Box 30420, Kibaha; Bungo Kibaha; **E-mail:** drccoast@out.ac.tz
3. **Dodoma** Regional Centre, P.O. Box 1944, Dodoma; Boma Road; E-mail: drcdodoma@out.ac.tz
4. **Geita** Regional Centre, P.O. Box 417, Geita; Magogo, Opposite Geita Referral Hospital;
E-mail : drcgeita@out.ac.tz
5. **Handeni** Coordination Centre; Chanika
6. **Ilala** Regional Centre, P.O. Box 21745, Dar es Salaam, NSSF Building, 1st Floor Wing C opp.DIT;
E-mail : drcilala@out.ac.tz
7. **Iringa** Regional Centre, P.O. Box 1458, Iringa; OUT Building at Former TRC Workshop (Gangilonga Area); **E-mail:** drciringa@out.ac.tz
8. **Kagera** Regional Centre, P.O. Box 1954, Bukoba; Kyanyi Nshambya (Along Kashozi Road);
E-mail: drckagera@out.ac.tz
9. **Kahama** Coordination Centre, P.O. Box 537, Kahama; Tabora Road, Nyihogo, Sazia Street (Community Centre); **Email:** drckahama@out.ac.tz
10. **Katavi** Regional Centre, P.O. Box 662, Mpanda; Near Mpanda Post Office;
E-mail : drckatavi@out.ac.tz
11. **Kigoma** Regional Centre, P.O. Box 566, Kigoma; Ujiji Municipality, Masimbu Ward, Kisingirima Street; **E-mail:** drckigoma@out.ac.tz
12. **Kilimanjaro** Regional Centre, P.O. Box 517, Moshi; Former PEHCOL Yard, Majengo;
E-mail : drckilimanjaro@out.ac.tz
13. **Kinondoni** Regional Centre, P.O. Box 13224, D'Salaam; Kinondoni B area;
E-mail: drckinondoni@out.ac.tz
14. **Lindi** Regional Centre, P.O. Box 742, Lindi; Matopeni Ward, Mtuleni B Street;
E-mail: drclindi@out.ac.tz
15. **Manyara** Regional Centre, P.O. Box 271, Babati- Manyara: Bagara Ward, Along Nakwa Road; **E-mail:** drcmanyara@out.ac.tz
16. **Mara** Regional Centre, P.O. Box 217, Musoma; TTCL CCM Road, Musoma Municipality;
E-mail : drcmara@out.ac.tz
17. **Mbeya** Regional Centre, P.O. Box 2803, Mbeya; Old Forest, Maghorofani Area;
E-mail: drcmbeya@out.ac.tz
18. **Morogoro** Regional Centre, P.O. Box 2062, Morogoro; Plot 680 Block J, Barracuda – Mazimbu;
E-mail: drcmorogoro@out.ac.tz
19. **Mtwara** Regional Centre, P.O. Box 322, Mtwara; Mnarani Round About;
E-mail : drcmtwara@out.ac.tz
20. **Mwanza** Regional Centre, P.O. Box 2485, Mwanza; **Mkolani** near TANESCO buildings;
E-mail: drcmwanza@out.ac.tz
21. **Njombe** Regional Centre, P.O. Box 938, Njombe; Regional Commissioner Compound;

E-mail: drcnjombe@out.ac.tz

22. **Pemba** Coordination Centre, P.O. Box 227, ChakeChake; Mkoani Road, Mr. Ally Seif Hemed Building. **E-mail:** drcpemba@out.ac.tz
23. **Rukwa** Regional Centre, P.O. Box 255, Sumbawanga; OUT Buildings at former Rukwa-RETCO Ltd, Workshop; **E-mail:** drcrukwa@out.ac.tz
24. **Ruvuma** Regional Centre, P.O. Box 338, Songea; *Bohari* Street; **E-mail:** drcruvuma@out.ac.tz
25. **Shinyanga** Regional Centre, P.O. Box 1203, Shinyanga; Karena Road, Kambarage Street; **E-mail :** drcshinyanga@out.ac.tz
26. **Simiyu** Regional Centre, P.O. Box 269, Bariadi; Bomani (Former HASHI Offices); E-mail: drcsimiyu@out.ac.tz
27. **Singida** Regional Centre, P.O. Box 617, Singida; Chuo Kikuu Huria Road, Makumbusho Building; **E-mail:** drcsingida@out.ac.tz
28. **Songwe** Regional Centre, P.O. Box 23, Mbozi; MlowoMtaawaKiwandani; E-mail: drcsongwe@out.ac.tz
29. **Tabora** Regional Centre, P.O. Box 1204, Tabora; Sued Street, Opposite Aga Khan Hospital; **E-mail :** drctabora@out.ac.tz
30. **Tanga** Regional Centre, P.O. Box 5467, Tanga; **Chumbageni** JUWATA Street TUCTA Building; **E-mail:** drctanga@out.ac.tz
31. **Tunduru** Coordination Centre, P.O. Box 70, Tunduru; Kalanje Street; Majengo Ward Offices; **Email:** drctunduru@out.ac.tz
32. **Zanzibar** Coordination Centre, P.O. Box 2599, Zanzibar; State University of Zanzibar, Nkrumah College, Beit el Raas; **E-mail:** drczanzibar@out.ac.tz

Centres Outside Tanzania

1. Uganda Management Institute, P.O. Box 20131, Kampala, Uganda
2. Triumphant College, P.O. Box 6506, Windhoek, Namibia

ICT SERVICES

Information and Communication Technology (ICT) services for university students are designed to support learning, research, communication, and overall student experience. Here's a comprehensive list of possible ICT services that universities commonly offer to students:

ICT Coordination and Network Management

- **Service Planning & Standards:** Develops ICT service roadmaps, establishes technical standards, and implements security protocols to safeguard OUT's network and software systems.
- **Infrastructure Maintenance:** Maintains server environments, manages network configurations, and oversees hardware repair and system upgrades to ensure continuous, reliable connectivity across all campuses.
- **Information Systems Development:** Designs, implements, and maintains bespoke applications (such as student information systems and administrative portals) that streamline business processes and enhance institutional efficiency.

E-Learning Services

- **Learning Management System (OUT eLMS):** Hosts, administers, and upgrades the university's in-house learning management platform, ensuring it remains aligned with the latest pedagogical and technological standards.

- **Instructional Design & Multimedia Support:** Provides faculty and department teams with expertise in course design, multimedia production (graphics, video, and interactive content), and instructional best practices to optimize online and blended learning experiences.
- **Capacity Building:** Conducts workshops and training sessions to build skills in e-learning tools, instructional design methodologies, and digital content creation, empowering academic staff and students to leverage technology effectively.

ICT Services and Quality Control (ISQC)

- **Helpdesk & Technical Support:** Operates a dedicated ICT helpdesk that delivers timely troubleshooting, system diagnostics, and end-user assistance for hardware, software, and network issues affecting staff and students.
- **Training & Consultancy:** Offers a portfolio of short courses—ranging from basic computer applications to advanced topics such as network security, digital marketing, and graphic design—to both the university community and external stakeholders.
- **Quality Assurance:** Monitors and audits ICT service delivery against established benchmarks, ensuring consistency, reliability, and adherence to industry best practices.
- **Project Bidding & Coordination:** Manages proposals and executes consultancy projects in software and web development, network installation, and e-learning solutions for external organizations, aligning OUT's ICT expertise with community and industry needs.

Technical and IT Support

- **Support for hardware, software, and connectivity issues.**
- **Wi-Fi and Network Access:** Campus-wide secure internet connectivity.

Assistive Special Technologies Unit (ASTU)

- **Digital Accessibility Training:** Delivers specialized ICT training for persons with disabilities, including courses on basic computer applications for visually impaired users and IT essentials for individuals with hearing or mobility impairments.
- **Assistive Device Support:** Provides hands-on instruction and technical support in the use of adaptive technologies—such as screen readers, note-taking devices, and voice-output software—enabling students with disabilities to access digital resources, prepare documents, and conduct research independently.
- **Capacity Building for Employment:** Equips deaf or hard-of-hearing students with the skills needed to work as computer lab technicians—installing software, repairing hardware, and troubleshooting networks—thereby fostering sustainable, ICT-based livelihood opportunities.
- **Digital Inclusion Advocacy:** Championing the integration of assistive technologies and universal design principles, ASTU works to close the digital divide for persons with disabilities and promote an inclusive learning environment.

Accessibility and Inclusivity Tools

- *Assistive Technologies:* Screen readers, voice-to-text tools, and other software for students with disabilities.
- *Multilingual and Translation Tools:* For international students or those studying foreign languages.

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Students Information Services

As a student at OUT, you will have access to a range of helpful information to keep you organized and informed throughout your studies.

- The university almanac gives you a clear overview of all important academic events and their schedules.
- You can easily check the examination timetable so you know exactly when and where your exams will take place.
- The Zoom lectures timetable is regularly updated so you can join your live online classes on time.
- Our Client Service Charter outlines the services you can expect from us and our commitment to supporting your learning journey.
- With these tools, staying on track with your studies has never been easier!

Guidance and Counselling Services at Regional Centres

Counselling services are available to students studying at OUT through trained counsellors at Regional Centres (RCs). In the event that students face learning difficulties, they are encouraged to visit the regional counselors who are equipped to handle various psychological, social, economic and academic matters. The counseling services offered at OUT aim to identify ways to improve students' well-being and help them achieve their personal goals.

Scholarships, Grants and Loan

The OUT, which admits students from diverse backgrounds, economic status, and personalities for various courses, recognizes the need for a comprehensive policy to support these students. To this end, the DSS collaborates with OUTSO to provide support through the Students Assistance Fund (SAF). In addition, scholarships such as the Robert Mugabe African Council for Distance Education Legacy Scholarship and the Tertiary Education Scholarship Trust for Tanzania (T4T) are available, as well as loans from the Higher Education Students' Loans Board (HESLB) and Zanzibar Higher Education Loans Board (ZHELBS). These measures aim to ensure that all students at OUT are given the necessary support to excel in their studies and achieve their academic goals.

Robert Mugabe African Council for Distance Education Legacy Scholarship

The University is offering an ACDE scholarship to support **one student** to pursue a Bachelor's degree at The Open University of Tanzania (OUT). The scholarship aims to assist **best achieving** but financially needy students.

The board uses the **guidelines as indicated below** to select names of two students that have nominated for sponsorship. The two names will be sent to the Scholarship Committee members who will select one of the names. After selection, the successful name with the letter of award shall be sent back to our institution.

Guidelines

- i) The applicants should be students in ACDE member institution
- ii) ACDE member institutions should commit full scholarship per student per year
- iii) All member institutions of ACDE will offer one (1) scholarship per institution per year.
- iv) The scholarship should start with first degree programmes
- v) Applicants with special needs will be accorded priority with more consideration for female candidates
- vi) How much will be spent depends on the prevailing fees ordinance at the hosting institution
- vii) Annual scholarships may be a one-time gift or they may be replenished each year through an endowment, i.e., renewable from year to year to a maximum number of years.
- viii) Successful candidates are selected on the basis of academic achievement, personal strengths, leadership, and commitment to giving back to the community. All completed applications are evaluated by the ACDE Executive Board following recommendations from the Committee.
- ix) The selection process consists of Documents Received, and Disbursed.
- x) Endowments are large funds that are invested in support of the scholarship.

Sports and Games

Students at OUT are encouraged to engage in regular sports and physical activities to promote health and wellness. They can take part in events such as the annual OUT Sports Bonanza, Tanzania Universities Sports Association (TUSA), Federation of East Africa University Games (FEUS), and interfaculty competitions. Staff also participate in SHIMMUTA to support wellbeing and community spirit.

Students Organization

Every student admitted and registered at OUT shall become a member of OUTSO as provided in the Charter of OUT. Every member of OUTSO shall pay an annual subscription fee as may be prescribed from time to time by University Students' Representative council and approved by the university council. The affairs of the University Student Organization shall be conducted in accordance with its constitution. For the benefit of students, their organization is already functioning. Students are encouraged to form academic and professional organs consonant with the objects and functions of the University. For details, contact the Director of Students Services at the e-mail address: dos@out.ac.tz, or the student government: outso@out.ac.tz.

LIBRARY SERVICES

Our modern library services offer you the flexibility and convenience to study at your own pace and from any location. Whether you prefer studying in our physical libraries, from your favourite café, or even relaxing at home on your sofa, you can easily access all library resources using your laptop, tablet, or smartphone.

Our digital library is available 24 hours a day, seven days a week, ensuring you never miss out on essential study materials—even if your schedule gets busy with work commitments or family responsibilities. Designed specifically to support your professional life, the resources provided enhance your existing skills and experiences, helping you seamlessly apply academic concepts to your daily work. Additionally, you'll have opportunities to engage with fellow students and professionals, sharing insights and real-world applications of your learning experiences.

GUIDELINE FOR INTERNATIONAL STUDENTS

- **Admission:** Ensure you receive and verify your admission offer.
- **Course Registration:** Choose and register for your courses before deadlines via the student portal.
- **Examination Registration:** Complete online registration within the specified timeline.
- **Tuition and Fees:** Pay tuition and other fees on time to avoid penalties.
- **Budgeting:** Manage living expenses carefully and seek financial advice or scholarships if needed.
- **Academic Integrity:** Understand the university's rules on examinations, and academic conduct.
- **Language Requirements:** If applicable, meet the English language proficiency
- **Support Services:** Use academic advisors, international student office, libraries, and language support services when needed.
- **Residents Permits and Visas:** Keep your visa or residence permit valid. Renew it on time if staying beyond the initial period.
- **Transcripts and Certificates:** Request official transcripts or degree certificates as needed.
- **Keep contact details for:** University's International Office (iso@out.ac.tz or dicu@out.ac.tz)

ACADEMIC PRIZES

Student Academic Prizes are awarded during the Annual Convocation meeting. The Academic Prizes to be offered by The Open University of Tanzania are as follows:

1. **THE CHANCELLOR'S PRIZE:** One prize given to the student with the highest GPA from amongst all the graduands. This year it will be a certificate plus a cash award of Tsh. 300,000

2. **THE VICE CHANCELLOR'S PRIZE:** This prize will be awarded to the best performing student from each faculty, where the graduate scored a minimum GPA of 3.5. This year it will be a certificate plus a cash award of Tsh. 240,000
3. **THE DEAN'S PRIZE:** The prize is awarded to the candidate with the second-best GPA per faculty provided the GPA is not below 3.5. This year the award is certificate plus a cash award of Tsh. 225,000
4. **THE MINISTER'S PRIZE:** This prize is given to the best female performing graduate in each undergraduate degree programme. This year, the award is a certificate and a cash prize of Tsh. 100,000 each.

SENIOR STAFF LIST

Vice Chancellor

Prof. Alex B. Makulilo: LL. B (UDSM) (Hons), LL.M ICT (OSLO), Ph.D. (Bremen), Postdoc (Bremen)

Deputy Vice Chancellor (Academic, Research and Consultancy)

Prof. Saganga M. Kapaya: BA (ED) (Hons) (UDSM); MBA Finance (UDSM), Ph.D. Finance (OUT), CPA (T), NBAA.

Deputy Vice Chancellor (Planning, Finance and Administration)

Prof. Josiah Z. Katani: BSc. Forestry (SUA), MSc. Forestry (SUA), PhD in Natural Resources Management (Wageningen)

Deputy Vice Chancellor (Learning Technologies and Regional Services)

Prof. Leonard W.T. Fweja: B.Sc. Food Science & Tech (Hons); M.Sc. Food Science (SUA); Ph.D. Food Biosciences (Reading, UK).

