

## Face to Face session



*PhD and Masters by Thesis Orientation session at Kinondoni Centre*

## IT services



International students' office  
University research funding  
PhD Conferences, Local and International  
Services for students with special needs and disabilities  
Academic grievance procedure

## Admission Procedures

Admission for Master by thesis and PhD degree programmes begin by candidates to place application into one of the postgraduate programmes offered by The Open University of Tanzania. During the application process the candidate will be required to have a substantive and comprehensive research proposal. Candidates can apply through Online Application System (OAS) and Hardcopy application system.

Applicants register their personal particulars, admission into The Open University of Tanzania degree programmes through either of the two options: First, academic information, upload scanned copies of transcripts, certificates and a passport size photo. The online application system can be accessed on <https://www.out.ac.tz/postgraduate-2/> or <http://196.216.247.245:8070/index.php/login>

Second, hardcopy application forms: Applicants can obtain application forms from The Open University of Tanzania regional centers scattered all over the country or application forms can be downloaded from the University websites: <http://www.out.ac.tz/postgraduateapplicationforms>; or can be requested from the Directorate of Postgraduate studies through [admissionchuo@gmail.com](mailto:admissionchuo@gmail.com).

The filled forms can be returned to Directorate of Postgraduate Studies with certified copies of their academic certificates, transcripts, passport size photo (with blue background) in person or by snail mail, or by E-mail to the undersigned address.

The Directorate of Postgraduate Studies,  
The Open University of Tanzania,  
P. O. Box 23409,  
Dar es Salaam, Tanzania  
E-mail. [admissionchuo@gmail.com](mailto:admissionchuo@gmail.com)

# THE OPEN UNIVERSITY OF TANZANIA



## ADMISSION PROCEDURES OF PhD AND MASTER BY THESIS AT THE OPEN UNIVERSITY OF TANZANIA



## Introduction

The doctoral of philosophy (PhD) and master by thesis programmes are among the highest degree awarded by The Open University Tanzania for research work carried under the supervision of internal and external staff. Doctorate programmes are available in all fields of specialization that are taught at masters and bachelor degree levels while Master by Thesis is offered in some specialized programmes. These programmes are coordinated by the Directorate of Postgraduate Studies (DPGS) in collaboration with faculties and institutes.

## Entry qualifications and for PhD Studies

To be admitted to a PhD programme, the applicant shall hold the following qualifications:

- i. A relevant Master's Degree of The Open University of Tanzania or relevant Master's Degree of equivalent standing from another accredited university.
- ii. Candidates with only the first degree but with First Class or Upper Second Honours or holders of a distinction or a credit in the relevant subject in the case of unclassified degree may also be considered for PhD. After initially registering for the Master's Degree and doing at least one full year postgraduate training, if they have been authorized by Senate based on recommendation of the relevant Faculty/Institute Board to upgrade their registration to PhD candidacy.

## Entry qualifications for Master by thesis

A candidate applying for a Master's degree programme of The Open University of Tanzania shall hold the following qualifications:

- i. At least an honours degree of The Open University of Tanzania or a qualification from an accredited institution of higher learning deemed to be

equivalent to an honours degree of The Open University of Tanzania.

- ii. Candidates who hold unclassified degrees should have a credit or, a distinction in the subject of the intended Master's Degree. Candidates with a Pass Degree will also be considered for admission if:
  - Their undergraduate performance in the proposed subject of study was a B grade average or above; and
  - They have satisfied the relevant Faculty/Institute that they have exhibited academic potential through extensive field work, subsequent research experience and/or additional training.

Candidates holding certificates obtained from foreign institutions of higher learning shall be subject to recognition by the Tanzania Commission for Universities (TCU) before submission of application to The Open University of Tanzania for a Master Programme.

## Support Services

There are various support services provided to students at different levels. The initial support services should come from the department where the department has to create

a friendly environment by:

- i. Maintaining an environment within the Department which is conducive to a research culture;
- ii. Guaranteeing adequate technical assistance are available to support the student;
- iii. Ensuring that the supervisory arrangements are satisfactory to both student and supervisor(s);
- iv. Supporting by arranging an advisory committee to PhD students;
- v. Engaging PhD students in seminars organized by the department/ faculty/ professional associations;
- vi. Dealing with complaints and problems promptly as they arise.

## Studies Facilities and Services

The Open University of Tanzania offers fantastic supports facilities for students. Some facilities are provided by the Faculties, while others are provided centrally at the Headquarter office, and at the resource centers in regional and coordination centres. All these aim at enhancing smooth learning which make students to achieve their goals timely. The facilities includes:

### Library services

