

THE OPEN UNIVERSITY OF TANZANIA

DIRECTORATE OF EXAMINATIONS SYNDICATE

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ONLINE COURSE REGISTRATION PROCEDURES FOR ACADEMIC YEAR 2021/2022 NOTICE TO STUDENTS

This is to inform all students that the Online Course Registration System (SARIS) for the 2021/2022 academic year is open from **01st October 2021** to **30th November 2021**. Students who wish to carry out studies in this academic year should first do online course registration and pay the required Tuition Fees and all other direct costs as per the SARIS Invoice Printout (SIP). Students are also reminded to observe the following important aspects of course registration:

1. Register only new courses that you have never attempted before in your curriculum.
2. Online course registration is performed through SARIS web system accessible at www.out.ac.tz or sis.out.ac.tz
3. While login, click "[Course Register](#)" and select preferred courses. SARIS will generate SIP invoice with list of all registered courses and associated fees.
 - a. For **Local Students**: Payments must be done using **GePG Control Number System** as strictly **No CASH payments** will be accepted.
 - b. For **International Students**: Payments are made through NBC Corporate Branch, **SWIFT Code: NLCB TZTX**, P.O. Box 9062, DSM, Tanzania, **NBC Bank Account Number: 011105000670**
4. **First** installment (50%) of the total fees should be paid by **30th November, 2021**.
5. **Final** installment for 2021/2022 academic should be paid by **28th March 2022**. A penalty of TZS 20,000/= may apply for students paying fees after this deadline.
6. Throughout the course registration process, students should meet the **Conditions** and **Regulations** stipulated in the University Prospectus of 2021/2022.
7. For further guidance, please contact our offices in the Regional Centers. International students should get in touch with the office responsible for International Students (DLIA) by writing to iso@out.ac.tz

Your Sincerely

Dr. Said Ally
Director of Examinations Syndicate
The Open University of Tanzania
Friday 22nd October, 2021