



## **MZUMBE UNIVERSITY (CHUO KIKUU MZUMBE)**

### **DIRECTORATE OF RESEARCH, PUBLICATIONS AND POSTGRADUATE STUDIES (DRPS)**

#### **CALL FOR APPLICATION INTO POSTGRADUATE PROGRAMMES OF MZUMBE UNIVERSITY FOR THE ACADEMIC YEAR 2019/2020**

Mzumbe University through the Directorate of Research, Publications and Postgraduate Studies (DRPS), invites applications from qualified candidates for admission into postgraduate programmes (Master and Doctoral degree Programmes) for the **2019/2020** academic year.

#### **A: MASTER'S DEGREE PROGRAMMES**

Masters degree programmes are offered at two campuses: the Main Campus (Mzumbe, Morogoro) and Dar es Salaam Campus College (in Dar es Salaam). All programmes offered at Mzumbe Main Campus are fulltime, day sessions mode and residential but due to limited accommodation, some successful applicants may be required to seek for alternative accommodation off campus. The Dar es Salaam Campus College offers day, evening, and executive mode classes, while the executive mode is for MBA and MPA programmes only and all programmes are non-residential. **THE DEADLINE FOR SUBMITTING APPLICATIONS IS 30<sup>TH</sup> OCTOBER, 2019.**

All Mzumbe University Postgraduate Programmes offered by different Schools, Faculties, Institutes, and Campus Colleges are listed hereunder;

#### **1.0 MASTER'S DEGREE PROGRAMMES AT MZUMBE MAIN CAMPUS**

##### **1.1 SCHOOL OF PUBLIC ADMINISTRATION AND MANAGEMENT**

- Master of Public Administration (MPA)
- Master of Health Systems Management (MHSM)
- Master of Science in Health Monitoring and Evaluation (MSc. HM&E)
- Master of Science in Human Resource Management (MSc. HRM)
- Master of Research and Public Policy (MRPP)
- Master of Leadership and Management (MLM)
- Master of Local Government Management (MLGM)

## 1.2 SCHOOL OF BUSINESS

Master of Business Administration in Corporate Management (MBA– CM)  
Master of Science in Accounting and Finance (MSc. A&F)  
Master of Science in Procurement and Supply Chain Management (MSc. PSCM)  
Master of Science in Entrepreneurship (MSc. Entrepreneurship)  
Master of Science in Marketing Management (MSc. MM)

## 1.3 INSTITUTE OF DEVELOPMENT STUDIES (IDS)

Master of Arts in Development and Policy Planning (MA. DPP)  
Master of Environmental Management (MEM)

## 1.4 FACULTY OF SOCIAL SCIENCES

Master of Science in Economics (MSc. Econ)  
Master of Science in Project Planning and Management (MSc. PPM)  
Master of Science in Economic Policy and Planning (MSc. EPP)  
Master of Arts in Education (MA Edu)

## 1.5 FACULTY OF LAW

LL.M in Commercial Law  
LL.M in Constitution and Administrative Law  
LL.M in International Law

## 1.6 FACULTY OF SCIENCE AND TECHNOLOGY (FST)

Master of Science in Information Technology and Systems (MSc. ITS)  
Master of Science in Applied Statistics (MSc. AS)

## 2.0 MASTERS DEGREE PROGRAMMES AT DAR ES SALAAM CAMPUS COLLEGE (DCC)

Master of Public Administration (MPA)  
Master of Science in Human Resource Management (MSc. HRM)  
Master of Business Administration in Corporate Management (MBA-CM)  
Master of Science in Accounting and Finance (MSc. A&F)  
Master of Science in Marketing Management (MSc. MM)  
Master of Science in Procurement and Supply Chain Management (MSc. PSCM)  
Master of Leadership and Management (MLM)  
Master of Science in Applied Economics and Business (MSc.AEB)  
Executive Master of Business Administration (Ex- MBA)  
Executive Master of Public Administration (Ex-MPA)

### ***Please note:***

***Executive MBA and Executive MPA at DCC start in March 2020. Please visit this link <http://dcc.mzumbe.ac.tz/> for more details.***

## 3.0 PROGRAMMES INFORMATION

The duration of **most** of our Master degree programmes is 18 months: twelve months of coursework to be run in two semesters, and a minimum of six months for dissertation work. Only a few programmes have the duration of two years (24 months) i.e with three semesters of coursework and six months (one semester) for dissertation work and these includes, Master of

Research and Public Policy (MRPP); Master of Science in Information Technology and Systems (MSc. ITS), Master of Business Administration-Corporate Management (MBA-CM) and Master of Science in Health Monitoring and Evaluation (MSc. HM&E).

#### **4.0 ENTRY QUALIFICATIONS FOR MASTER PROGRAMMES UNDER CATEGORY “A”**

A candidate seeking admission into our Master degree programmes shall hold at least a second class bachelor’s degree from a recognized institution of higher learning or a upper second class Advanced Diploma or equivalent qualifications obtained in at least three (3) years of study or a professional qualification such as the Association of Chartered Certified Accountants (ACCA), Certifies Professional Accountant, Tanzania (CPA (T)), Procurement and Supplies Professional and Technicians Board (PSPTB) or their equivalent from recognized professional bodies or institutions. Applicants with a PASS degree (i.e those who obtained third class in the first degree) will also be considered upon producing evidence of having obtained a postgraduate diploma in a relevant field of study from a recognized institution.

A candidate who holds a foreign degree (degree obtained outside Tanzania) should have an average credit of “B” or above (evaluated according to Mzumbe University system) and have his/her academic qualifications validated by the Tanzania Commission for Universities (TCU).

#### **Additional qualifications for specific programmes are as outlined hereunder:**

- Applicants for MSc. (A&F) must possess solid accounting background and must have completed courses in Financial Accounting, Management Accounting, Financial Management, Auditing and Assurance and Quantitative Methods at a Bachelor’s degree level.
- Applicants for MSc. MM must have studied marketing-related subjects at a Bachelor’s degree level.
- Applicants for MSc. PSCM must have studied supply management-related subjects at Bachelor’s degree level.
- Applicants for MA (DPP) and MEM) having studied development, policy and environment related degree at bachelor level and those working in the field of environment will be an added advantage
- Applicants for MSc. Economics must possess a solid background in Economics by having studied economics at Bachelor’s degree level.
- Applicants for MSc. PPM and MSc. EPP must have studied Economics and/or development related subjects at Bachelor’s degree level.
- Applicants for MSc. HM&E must have two years of working experience in health-related projects. For this programme, all shortlisted candidates shall attend an interview conducted at the Main Campus to determine the final selected applicants to be admitted.
- Applicants for the MSc. ITS must have already completed Bachelor degree or equivalent in appropriate area.

#### **5.0 DOCTOR OF PHILOSOPHY (PhD) DEGREE PROGRAMMES**

Applicants for PhD studies shall hold at least a second class Master degree with a minimum GPA of 3.0 in the relevant field of study (see above for the fields of studies offered at Mzumbe University) obtained from any accredited university or higher learning institution. For foreign degree, applicants must have an average grade of not less than “B” as evaluated according to

Mzumbe University system and having the degree qualifications validated by TCU. An application for admission into a PhD programme is received at any time of the year using Mzumbe University application forms of that particular academic year but registration to the programme will be effective on biannual basis (March and October/November each year). PhD applicants should submit along with the application forms, firstly **a one page motivation statement** (*clearly explaining what motivates her/him to pursue this higher academic degree, what he/she would like to achieve as a result of his/her studies, and what impact the studies may/will have on his/her life, research area and society in general*) and secondly, a concept note of around two to three (A4 paper) pages indicating a topic intended to be addressed, the reasons for choosing the topic and how s/he intends to tackle it (*answers to these questions should be informed by most recent research based literature/evidences*).

There are two options in our PhD design, namely part-time or full-time options. A **full-time candidate** shall be one who registers into a programme by dedicating 100% of his/her time to studies and is thus expected to accomplish PhD studies in three (3) years and they should present a written commitment to abide to the full time registered students schedule of study . An allowance of four (4) extensions of six month each will be granted during the entire PhD programme amounting to total duration of five (5) years. A **part-time candidate** shall be one who combines work and studies and is expected to accomplish PhD studies in four (4) years. An allowance of six (6) extensions of six month each will be granted during the entire PhD programme amounting to total duration of seven (7) years. PhD applicants may choose any of these options during application.

## **6.0 MODE OF APPLICATION FOR ALL POSTGRADUATE PROGRAMMES**

- a) For master degree programmes applicants, application should be made online through the link <http://admission.mzumbe.ac.tz/> and applicants are required to complete all stages of the application process as guided. For the application to be accepted, two referees are required and all should be persons who are academically familiar with the applicant, either as his/her undergraduate/master tutor/lecturer, research supervisor or (for master degree applicants) one of them could be professional associate (immediate manager or employer) for those employed, **but NOT relatives, friends and/or primary/secondary school teachers**. For PhD applicants, applications are not made online and application forms are available on our websites <https://site.mzumbe.ac.tz> or <http://drps.mzumbe.ac.tz/>. For PhD applicants, all of their referees must be academic and their reference must refer to their relationship with the applicants at master's level. Reference forms filled by other than those categories of referees mentioned above commenting on the academic suitability of the applicant will not be accepted.
- b) Application to all of the above postgraduate programmes must be accompanied by a non-refundable application fee of TZS. 30,000/= (for local applicants) or USD 30 (for international /foreign applicants), control numbers will be needed for making these payments.
- c) Applicants are required to indicate in their application forms the campus of preference, i.e. whether Main Campus or Dar es Salaam Campus College except for PhD programmes which are only offered at the main campus.
- d) For those applying to study at the Main Campus, the application fee should be paid to ***Mzumbe University***,

BANK NAME: CRDB BANK  
ACCOUNT NAME: MU INCOME ACCOUNT  
ACCOUNT NUMBER: 01J1012013400  
SWIFT CODE: CORUTZTZ

For those applying to study at the Dar es Salaam Campus College, the application fee should be paid to **Mzumbe University, CRDB Bank, Account No. 01J1043012201**

- e) All applications must be accompanied by certified copies of relevant academic certificates and transcripts.
- f) If in doubt regarding your suitability for admission into a particular programme, inquiries should be addressed to the respective Principal of Campus College/Director of Research, Publications and Postgraduate Studies through contacts given below.
- g) For detailed information about the Programmes' admission requirements, programme contents and regulations can be obtained from the University Websites at: <https://site.mzumbe.ac.tz> or <http://drps.mzumbe.ac.tz/>
- h). All enquiries should be directed to the following contacts:

**For the Main Campus (Mzumbe, Morogoro):**

DIRECTOR,  
Directorate of Research, Publications and Postgraduate Studies (DRPS)  
Mzumbe University,  
P. O. Box 63, MZUMBE,  
MOROGORO,  
TANZANIA  
Tel. +255 23 293120/1/2; Fax: +255 (0) 23 2604382  
Mobile:+255 767 722 733 OR +255 713 265 757 OR +255 714 194 585  
Email: [drps@mzumbe.ac.tz](mailto:drps@mzumbe.ac.tz)

**For Dar es Salaam Campus College (DCC):**

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Mzumbe University  
Dar es Salaam Campus College,  
P. O. Box 20266, DAR ES SALAAM,  
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Tel. +255 222152586/2152584; Fax: +255 222152584  
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Email: [principal-dcc@mzumbe.ac.tz](mailto:principal-dcc@mzumbe.ac.tz) or [dcc-principal@mzumbe.ac.tz](mailto:dcc-principal@mzumbe.ac.tz)

Prepared by:



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AG. DIRECTOR  
APRIL, 2019