

## **I. BACHELOR DEGREE PROGRAMMES**

### **1. Bachelor of Accounting and Finance - Public Sector (BAF – PS)**

#### **Programme Objectives**

The programme is designed to provide job-based training to future accountants and finance specialists to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled accountants and finance managers who can greatly contribute in helping public organizations, local governments and central government ministries, regional administrative units, departments, agencies, authorities and secretariats effectively manage funds and acquire, prepare, analyze, and maintain financial information that can facilitate decision making and successfully achieve public sector's objectives.

#### **Admission Requirements**

##### **a) Direct Entry Qualification**

Applicant should hold at least two (2) principal level passes and one subsidiary level pass in the Advanced Certificate of Secondary Education ("A"-Level). Where the subjects passed do not include Advanced Mathematics, Economics or Commerce, an applicant must have obtained a credit pass in Basic Mathematics, or Commerce or Book-keeping in their Certificate of Secondary Education ("O" Level).

##### **(b) Equivalent Entry Qualification**

The applicants must be a holder of either

- (i) Diploma in Accountancy or in Business Administration with major in Accountancy or Commerce of at least second class level from an accredited Institution.

**OR**

- (ii) Mzumbe University's Certificate in Accountancy (CA) of at least second class level, provided that the applicant has a total sum of at least 3.5 points in Advanced Certificate of Secondary Education ("A" Level).

#### **Programme Status (Full time/ Part time)**

Full time

#### **Duration and Total Credits**

3 years

**Mode of delivery**

Face to face and industrial field studies

**Location of the delivery**

Both Main Campus Morogoro and Mbeya Campus College.

**2. Bachelor of Accounting and Finance in Business Sector (BAF-BS)*****Programme Objectives***

The programme is designed to provide job-based training to future accountants and finance specialists to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled accountants and finance managers who can greatly contribute in helping organizations effectively manage funds and acquire, prepare, analyze, and maintain financial information that can facilitate decision making and successfully achieve organization objectives.

**Admission Requirements****(a) Direct Entry Qualification**

At least two principal level passes and one subsidiary level pass in A level. Where the subjects passed do not include Mathematics, Economics, Accountancy or Commerce, an applicant must have obtained a credit pass in Mathematics or Commerce or Bookkeeping in O level.

**Minimum admission points: 4.5**

**OR**

**(b) Equivalent Entry Qualification**

At least a **3.0 GPA** Diploma in Accountancy or Diploma in Financing and Banking or Diploma in Business Administration with major in Accountancy or Commerce from a recognized and accredited institution.

**Programme Status (Full time/ Part time)**

Full time

**Duration and Total Credits**

3 years

**Mode of delivery**

Face to face and industrial field studies

**Location of the delivery**

Both Main Campus Morogoro and Mbeya Campus College

### **3. Bachelor of Business Administration – (Procurement and Logistics Management)**

#### ***Programme Objectives***

The programme is designed to prepare candidates to be specialists in procurement and logistics management and be eligible for registration by professional bodies like the Procurement and Supplies Professional and Technicians Board (PSPTB).

#### **Admission Requirements**

##### **(a) Direct Entry Qualification**

The applicant must hold at least two principal level passes and one subsidiary in the 'A' level. Where the subjects passed do not include Mathematics or Economics or Commerce applicant must have obtained a credit pass in Basic Mathematics or Commerce or Bookkeeping at 'O' level.

**Minimum admission points: 4.5**

**OR**

##### **(b) Equivalent Entry Qualification**

At least a **3.0 GPA** Diploma in Business Administration or Diploma in Procurement and Supply Chain or Diploma in Materials Management or Diploma in Taxation, or Diploma in Accountancy, or Diploma in Customs and Tax Administration, or Diploma in Financing and Banking from a recognised and accredited institution.

#### **Programme Status (Full time/ Part time)**

Full time

#### **Duration and Total Credits**

3 years

#### **Mode of delivery**

Face to face and industrial field studies

#### **Location of the delivery**

Both Main Campus and Mbeya Campus College.

### **4. Bachelor of Business Administration Entrepreneurship and Development (BBA-ED)**

#### **Programme Objectives**

It is expected that the program shall enable students to be able to start and manage small business and medium enterprises, create own employment rather than being job seekers, develop entrepreneurial skills through managing small and medium business ventures and acquire skills in the management of small and medium business and use the skills for further studies in the discipline of business and enterprises development.

### **Admission Requirements**

#### **(a) Direct Entry Qualification**

Applicant must have at least two (2) principal level passes and one subsidiary level pass in the 'A' level. Where the subjects passed do not include Advanced Mathematics, Economics or Commerce, applicant must have obtained a credit pass in Basic Mathematics, or Commerce or Book-keeping in their O' level.

**Minimum admission points: 4.5**

**OR**

#### **(b) Equivalent Entry Qualification**

At least a **3.0 GPA** Diploma in Business Administration or Diploma in Entrepreneurship Development, Diploma procurement and Supply Chain, Diploma in Taxation. Diploma in Accountancy, Diploma in Financing and Banking from a recognised and accredited institution.

#### **Programme Status (Full time/ Part time)**

Full time.

#### **Duration and Total Credits**

3 years.

#### **Mode of delivery**

Face to face and industrial field studies.

#### **Location of the delivery**

Both Main Campus and Mbeya Campus College.

## **5. Bachelor of Business Administration in Marketing (BBA-MKT)**

### **Programme Objectives**

The programme is designed to provide job-based training to future specialists in marketing management to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled

marketing managers who can greatly contribute in undertaking key market functions such as develop company market share, product demand, promotional activities, developing marketing plans etc and gathering, analyzing, interpreting and communicating market research information on customer attitude for a given product or service.

**Admission Requirements**

**(a) Direct Entry Qualification**

Applicant must have at least two (2) principal level passes and one subsidiary level pass in the ‘A’ level. Where the subjects passed do not include Advanced Mathematics, Economics or Commerce, applicant must have obtained a credit pass in Basic Mathematics, or Commerce or Book-keeping in their O’ level.

**Minimum admission points: 4.5**

**OR**

**(b) Equivalent Entry Qualification**

At least a **3.0 GPA** Diploma in Business Administration or Diploma in Entrepreneurship Development, Diploma procurement and Supply Chain, Diploma in Taxation. Diploma in Accountancy, Diploma in Financing and Banking from a recognised and accredited institution.

**Programme Status (Full time/ Part time)**

Full time.

**Duration and Total Credits**

3 years

**Mode of delivery**

Face to face and industrial field studies.

**Location of the delivery**

Both Main Campus and Mbeya Campus College.

**FEES FOR BACHELOR DEGREE PROGRAMMES**

**a) FOR RESIDENTS**

<b>TUITION FEE PER YEAR</b>  (TSH)	<b>DIRECT STUDENT COSTS</b>  (TSH)
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Tuition per year (including registration, tuition, examination, and library services)	1,300,000	Meals	8,500 Per day
		Application Fees	20,000
		Student Union Fees	5,000
		Books per year	200,000
		Field	10,000 Per day
		<b>Caution money:</b>	50,000 For First year
Non-refundable medical fee per year	75,000	Accommodation charges	119,000 per annum per bed
TOTAL	<u>1,375,000</u>	Medical Fee	62,700 1 <sup>st</sup> Semester
			12,300 2 <sup>nd</sup> Semester

a) FOR NON - RESIDENTS

TUITION FEE PER YEAR (USD)		DIRECT STUDENT COSTS (USD)	
Tuition per year (including registration, tuition, examination, and library services)	\$ 2,500	Meals	\$ 10 Per day
		Application Fees	\$ 20
		Student Union Fees	\$ 10
		Books per year	\$ 300
		Field	\$ 40 Per day

		<b>Caution money:</b>	50,000 For First year
Non-refundable medical fee per year	\$ 100	Campus Accommodation Fees	\$ 476 per annum per bed
TOTAL	<b>1,275,000</b>	Medical Fee	\$75 1 <sup>st</sup> Semester
			25 2 <sup>nd</sup> Semester

## II. DEPLOMA PROGRAMMES

### 1. Diploma in Accountancy

#### Programme Objective

In the accounting context, among other things, students will learn how to: prepare financial reports, operational budgets and income tax returns; manage budgets and forecasts; administer accounts payable receivable; establish and maintain accounting information systems; implement and maintain internal control procedures; and monitor corporate governance activities.

#### Admission Requirements

##### a) Direct Requirements

Holders of certificate in Accountancy or Certificate in Finance and Banking of at least a second class level or “B” average, in addition a candidate must have at least four passes in any subjects.

#### OR

At least one principal level pass and a subsidiary in ACSEE. The principal pass must be in the following subjects: Mathematics or Commerce or Accountancy. Where the principal pass does not include Mathematics or Commerce or Accountancy in the ACSEE, an applicant must have passed with a credit in Basic Mathematics or Commerce or Book-keeping at O-level

#### Programme Status (Full time/ Part time)

Full time

**Duration and Total Credits**

2 years

**Mode of delivery**

Face to face and industrial field studies

**Location of the delivery**

Main Campus Morogoro

**2. Diploma in Business Administration****Programme Objectives**

At the end of this programme, graduates will be able to; Select and apply different business management theories for various business related decisions, prepare different business plans for various purposes e.g. marketing plans, operational plans, loan proposals etc.

**Admission Requirements**

At least a second class or B average certificate in Business Management or Administration or Certificate in Procurement and Supply Chain, Certificate in Accountancy. In addition, a candidate must have at least four passes in any subjects.

**OR**

At least one principal level pass and subsidiary in the ACSEE. The principal pass must include any of the following subjects: Mathematics or Commerce or Accountancy or Economics or Entrepreneurship. Where the principal pass does not include Mathematics or Commerce or Accountancy, Economics or Entrepreneurship in the ACSEE, an applicant must have passed with a credit in Basic Mathematics or Commerce or Book-keeping at O-level.

**Programme Status (Full time/ Part time)**

Full time

**Duration and Total Credits**

2 years

**Mode of delivery**

Face to face and industrial field studies

**Location of the delivery**

Main Campus Morogoro



### 3. Diploma in Logistics Management (DLM)

#### Programme Objective

Therefore, at the end of the programme, the graduates will be able to; Carry out procurement and supply chain management operational activities in both public and private organizations, assist in carrying out procurement and supply chain planning and demonstrate an ability to proceed to undergraduate programmes at Mzumbe University and other institutions of higher learning

#### Admission Requirements

A second class or B average certificate in Business Management or Administration or Certificate in Procurement and Supply Chain, Certificate in Accountancy. In addition, a candidate must have at least four passes in any subjects.

#### OR

At least one principal level pass and subsidiary in the ACSEE. The principal pass must include any of the following subjects: Mathematics or Commerce or Accountancy. Where the principal pass does not include Mathematics or Commerce or Accountancy in the ACSEE, an applicant must have passed with a credit in Basic Mathematics or Commerce or Book-keeping at O-level.

#### Programme Status (Full time/ Part time)

Full time

#### Duration and Total Credits

2 years

#### Mode of delivery

Face to face and industrial field studies

#### Location of the delivery

Both Main Campus and Mbeya Campus College

#### FEES FOR DEPLOMA PROGRAMMES

##### a) FOR RESIDENTS

TUITION FEE PER YEAR (TSH)		DIRECT STUDENT COSTS (TSH)	
	1,200,000	Meals	8,500 Per day

Tuition per year (including registration, tuition, examination, and library services)		Application Fees	30,000
		Student Union Fees	10,000
		Books per year	200,000
		Field	10,000 Per day
		<b>Caution money:</b>	50,000 For First year
Non-refundable medical fee per year	75,000	Accommodation charges	119,000 per annum per bed
TOTAL	<b><u>1,375,000</u></b>	Medical Fee	62,700 1 <sup>st</sup> Semester
			12,300 2 <sup>nd</sup> Semester

**b) FOR NON - RESIDENTS**

TUITION FEE PER YEAR (USD)		DIRECT STUDENT COSTS (USD)	
Tuition per year (including registration, tuition, examination, and library services)	\$ 2,500	Meals	\$ 10 Per day
		Application Fees	\$ 20
		Student Union Fees	\$ 10
		Books per year	\$ 300
		Field	\$ 40 Per day
		<b>Caution money:</b>	50,000

			For First year
Non-refundable medical fee per year	\$ 100	Campus Accommodation Fees	\$ 476 per annum per bed
TOTAL		Medical Fee	\$75 1 <sup>st</sup> Semester
			25 2 <sup>nd</sup> Semester

### III. CERTIFICATE PROGRAMMES

#### 1. Certificate Business Management

##### Programme Objectives

The programme is designed to provide job-based training to future technicians in marketing management to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled marketing technicians and junior managers who can greatly contribute in undertaking key market functions such as develop company market share, product demand, promotional activities, developing marketing plans etc and gathering, analyzing, interpreting and communicating market research information on customer attitude for a given product or service.

##### Admission Requirements

Applicant must have passed in at least four (4) subjects in the Ordinary Certificate of Secondary Education provided that the passes include Basic Mathematics or Commerce or Book-keeping.

##### Programme Status (Full time/ Part time)

Full time

##### Duration and Total Credits

1 years

##### Mode of delivery

Face to face and industrial field studies

##### Location of the delivery

Both Main Campus and Mbeya Campus College

## **2. Certificate in Accountancy**

### **Programme Objectives**

This is a one-year certificate programme in accountancy for junior officials who work in finance departments of commercial and public sectors. The training framework of the programme is designed to provide a broad understanding of the day to day routines and procedures of finance and accounting in commercial and public sectors in a dynamic environment. More specifically, the programme will improve performance of junior staff in accounts departments.

### **Admission Requirements**

At least four (4) passes in the Ordinary Certificate of Secondary Education provided that the passes include any of the following subjects: Basic Mathematics or Commerce or Book-keeping.

### **Programme Status (Full time/ Part time)**

Full time

### **Duration and Total Credits**

1 years

### **Mode of delivery**

Face to face and industrial field studies

### **Location of the delivery**

Both Main Campus and Mbeya Campus College

## **3. Certificate in Logistics Management(CLM)**

### **Programme Objectives**

The programme is designed to prepare candidates to be technicians in procurement and logistics management and be eligible for registration by professional bodies like the Procurement and Supplies Professional and Technicians Board (PSPTB). The programme is intended for serving junior managers and supervisors in the procurement, operations, purchasing, and stores.

### **Admission Requirements**

At least four (4) passes in the Ordinary Certificate of Secondary Education provided that the passes include any of the following subjects: Basic Mathematics or Commerce or Book-keeping.

**Programme Status (Full time/ Part time)**

Full time

**Duration and Total Credits**

1 years

**Mode of delivery**

Face to face and industrial field studies

**Location of the delivery**

Both Main Campus and Mbeya Campus College

**FEES FOR CERTIFICATE PROGRAMMES****FOR RESIDENTS**

<b>TUITION FEE PER YEAR</b> <b>(TSH)</b>		<b>DIRECT STUDENT COSTS</b> <b>(TSH)</b>	
Tuition per year (including registration, tuition, examination, and library services)	1,000,000	Meals	8,500 Per day
		Application Fees	30,000
		Student Union Fees	10,000
		Books per year	200,000
		Field	10,000 Per day
		<b>Caution money:</b>	50,000 For First year
Non-refundable medical fee per year	75,000	Accommodation charges	119,000 per annum per bed
TOTAL	<b><u>1,375,000</u></b>	Medical Fee	62,700 1 <sup>st</sup> Semester
			12,300 2 <sup>nd</sup> Semester

