



UNIVERSITY OF IRINGA

A University of
Transformative Scholarship



ACADEMIC
PROSPECTUS

2024
2025

Nuru Mpya

UNIVERSITY OF IRINGA



PROSPECTUS 2024-2025

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VICE CHANCELLOR'S MESSAGE



The University of Iringa started-off initially as Iringa Lutheran College in 1993/94 offering courses leading to the award of a Diploma in Theology. In 1995/96 the first undergraduate students were enrolled for a course leading to the award of Bachelor of Business Administration. They graduated in 1998 when the College became part of Tumaini University as Iringa University College (IUCO), and it was the first registered private University in Tanzania. In 2010 Tumaini University was changed to Tumaini University Makumira and the Iringa University College being a

constituent College of Tumaini University Makumira. In 2013, the Tumaini University Makumira Iringa University College became a fully-fledged University with the new name that is University of Iringa (UoI)

From its inception, the courses offered at the University of Iringa were designed to address problems facing the community, the private sector and the Church. The University was a pioneer in offering Bachelor degree programs in Theology, Community Development, Journalism, Cultural Anthropology and Tourism, Counselling Psychology, Business Administration and Bachelor of Education in Mathematics. As a result, graduates of this University hold significant positions in the government, the private sector and the church.

Currently the University of Iringa has five faculties, namely, Faculty of Theology and Missions, Faculty of Arts and Social Sciences, Faculty of Science and Education, Faculty of Business and Economics and Faculty of Law. Under these Faculties the University runs a number of none degree, undergraduate and postgraduate programs.

In the past decade the University of Iringa embarked on a journey to become an entrepreneurial University. This led to the development of new vision, mission and core values. The new current Vision states: - “A University of Transformative Scholarship.”

In efforts to achieve the new vision, a number of initiatives have been taken including the enhancement of the Centre for Entrepreneurship and Innovation (CEI). Integration of entrepreneurship in all academic programs of the University and stimulating innovation and entrepreneurial initiatives in communities, especially in the Southern Highlands is emphasised.

The Centre for Entrepreneurship has been piloting a new program called Team Academy, which uses the experiential learning approach or in other words learning by doing. Lecturers transform themselves into coaches after lecturing in order to impart skills and know how to students.

The CEI has attracted students and youths from surrounding communities to get skills in business start-ups and managing small and medium enterprises. A unique innovation hub known as “Kiota” hub is proving to be a very useful business startup centre for both formal university students as well as youth not registered formally at the University.

Fostering an international outlook, the University maintains collaborative links with a number of institutions of higher learning which have international reputation. They include the Evangelical Lutheran Church of America (ELCA); St. Marks Lutheran Church, St. Paul Area Synod (USA); Georg-August-Universitaet Gottingen (Germany); Diaconia University of Applied Sciences (Diak, Finland); the University of Joensuu (Finland); The Aga Khan University; The Maastricht School of Management; and the University of Amsterdam in the Netherlands. Academic members from these institutions come and serve in partnership projects as well as visiting lecturers and Professors in our University.

The University of Iringa is proud to be associated with the government initiative to promote tourism in the Southern highlands through the Fahari Yetu Project. Karibu kusini, karibu Chuo Kikuu cha Iringa. Welcome to the Southern Highlands, Welcome to the University of Iringa.

Prof. Edward G. Hoseah

Vice Chancellor

1.0 Background Information

1.1 Historical Background

In 1995 Tumaini University - Iringa University College was founded. It started as a Lutheran College and Seminary offering university certificates, diploma, and degree programs. It majored in Law, Theology, Journalism, Cultural Anthropology and Tourism, Counselling Psychology, Business Administration and Bachelor of Education in Mathematics.

Distinguishing itself as the first private university in Tanzania, in many aspects, her graduands became and continued to be prominent through-out the country in Lutheran ministry, law, education and business. Graduands hold high Government, Parastatal and Private Sector Leadership positions. Without jeopardising their academic growth, a number of graduands through sponsorship and or personal initiatives, propelled their careers to post-graduate degrees in Europe, America, and in other African nations including South Africa.

On 25th October, 2013 Iringa University College operating under trusteeship of the Evangelical Lutheran Church in Tanzania – Iringa Diocese became a fully-fledged University and transformed itself to “University of Iringa,” abbreviated as UoI. The University runs six faculties that offers multiple courses of studies ranging from certificates to postgraduate degrees.

The strength of the University of Iringa dwells on its highly skilled academic and non-academic staff that draws their experiences from Tanzania and countries across the globe. The University enjoys close ties and support from the Government of Tanzania (Loans Board), USA, Finland, Germany and from various foreign countries. Country-wise, it is the only university that is people centered, emphasizing on assisting the country in answering questions of unemployment. Its philosophy and coaching methodologies, prepares students to graduate with skills and knowledge and therefore; unquestionably capacitates students to conquer their life-long huddles.

1.2 Location

The University is located on the northern part of Iringa Municipality on the Highway to Dodoma along the Great North Road. It is surrounded by a beautiful scenery of hills, the Little Ruaha River and is closer to the largest National Park in Tanzania - the Ruaha National Park (a domicile of hippos, lions, elephants, zebras, giraffes etc.), situated along the Great Ruaha River.

Iringa is the administrative capital of Iringa Region and is the home to many industries, including manufacturing and food processing industries. Its beautiful mountain setting of ridges and valleys makes it a popular tourist destination. It also boasts an intriguing history, including the iconic history of Mkwawa, chief of the Hehe, who distinguished himself against state occupation by Germany colonial government in the 19th century. The Isimila Old Stone Age site is nearby, and the TanZam Highway connects just south of the city.

The University's proximity to transportation and highway systems makes it easy to access. Iringa Municipal Town is accessible from Dar es Salaam, Mbeya, and Dodoma by a network of tarmac roads. The University is located 1 km east from the Great North Road. A daily scheduled flight from Nduli Airport, located 8 km from Iringa Municipality, connects Iringa, Dar es Salaam, Mbeya, Arusha, Mwanza, and Dodoma. Despite the fact that it is a private owned institution, it enjoys good internet connectivity as is privileged to directly be connected to the National Internet Grid/link (Mkonga wa Taifa). This makes it to be more exceptional compared to other private universities as well as to most of the state-owned institutions.

2.0 Vision, Mission, and Core Values of the University

2.1 Vision.

The University of Iringa envisions to be “A University of transformative scholarship”.

2.2 Mission.

To provide quality training, research and service delivery that will lead to sustainable socio-economic development.

2.3 Core values.

In order to realize the vision and fulfillment of its mission, university of Iringa distinguishes itself from other universities through the following Core Values:

2.3.1. Fear of God.

The fear of the Lord is the beginning of knowledge; but fools despise wisdom and instruction (Proverbs 1:7). In all of its daily endeavours, university of Iringa begins with God and with no religious boundaries, in every Monday, classes begin with interdenominational devotions that is Christians on their side and Moslems on the other side.

2.3.2. Quality Education

“Enhancing productivity and innovation through dedicated efficient and effective education”

2.3.3. Service to Community

“Promoting inclusive social, cultural, economic and environmental health of the community”. In cooperation with the Palliative care program of the Ilula Lutheran Hospital, the University through its diaconal fund, assists the needy and neglected members of state by providing life essentials including medication, housing and education packages. Unquestionably, the University of Iringa adheres to the International Sustainable Development Goals particularly on 2030 agendas ONE, TWO, THREE, FOUR, FIVE and agenda SIXTEEN. Its programs and ways of life are inclusive, therefore; no one is left behind.

2.3.4. Academic Freedom

“Advancing critical enquiry and open exchange of knowledge and skills”. Through this, practicums are seriously considered as backbones for student’s mentorship and growth. Experienced personnel from different avenues of life exchanges and shares their best practices with our students. Tutors comes down and facilitates trainings as mentors opposed to the lecturing methodologies. This cements and builds-up students’ vision.

2.3.5. Moral uprightness and ethical conduct

“Fostering honest, integrity, transparency, tolerance, and professionalism of the highest order”. Staff and students are expected to adhere to these norms. Zero tolerance to non-adherence is at the highest order. This makes our students to fit in the desired National culture.

3.0 University Accreditation

The University of Iringa holds a Certificate of Full Accreditation from the Tanzania Commission for Universities (TCU) formerly Higher Education Accreditation Council (HEAC).

4.0 University Recognition and Awards

For two years consecutively (2022 and 2023) the University of Iringa was selected by the Prime Minister’s office – National Economic Empowerment Commission (NEEC) as one of the three universities in Tanzania that have significant impacts in economic empowerment to citizens:

1. 2022: Overall winner Award for citizen Economic Empowerment.
2. 2023: Second runners up Award for citizen Economic Empowerment.

5.0 International Linkages and Institutional Collaboration

The University of Iringa has a number of international linkages with universities and colleges worldwide. The following are a few selected institutions in this category.

1. Karelia University of Applied Sciences (Finland)
2. Erasmus Universiteit Rotterdam (Netherlands)
3. University of Macedonia (Greece)
4. Kumasi Technical University (Ghana)
5. Kwame Nkrumah University of Science and Technology (Ghana)
6. University of Mines and Technology (Ghana)
7. University of Nairobi (Kenya)
8. University of Applied Sciences and Arts (Switzerland)
9. Institut Agro Montpellier (France)
10. Czech University of Life Sciences Prague (CZU) (Czech Republic)

6.0 Academic and Administrative Units

The University chabe different academic and units as shown in Table 1 and Table 2.

7.0 Contact Address

University of Iringa
P. O. Box 200, Iringa
Phone: +255 (0) 26 272 0900
Fax: +255 (0) 26 272 0904

Email: uoi@uoi.ac.tz

Website: www.uoi.ac.tz

8.0 University Administration

8.1 Senior Officers of the University

Table 1: Senior Officers of the University

Position	Name
Chairperson of the Board of Trustees	Rev. Bishop. Dr. Blaston Tuluwene Gavile
Chancellor	Retired CDF, General Venance Salvatory Mabeyo
Chairperson, University Council	CPA Lilian Manara Badi

8.2 Executives of the University

Vice Chancellor	-	Prof Edward G. Hoseah P.O. Box 200, <u>Iringa</u> vc@uoi.ac.tz +225 (0) 26 373 0900
Deputy Vice Chancellor (Academics, Research and Consultncy)	-	Prof Saul C. Mpeshe P.O. Box 200, <u>Iringa</u> dvc-arc@uoi.ac.tz +255 (0) 26 272 0900
Deputy Vice Chancellor (Planning, Finance and Administration)	-	Prof Akim J. Mturi P.O. Box 200, <u>Iringa</u> dvc-pfa@uoi.ac.tz +255 (0) 26 272 0900
Secretary to Council	-	Adv Geoffrey W. Mwakasege P.O. Box 200, <u>Iringa</u> +255 (0) 26 272 0900

8.2.1 Deans, Directors, and Officers under the Office of the Deputy Vice Chancellor for Academic Affairs, Research and Consultancy (DVC-ARC)

Table 2: Contact Phone Number

Position	Name of Staff	Telephone Number
Dean, Faculty of Theology and Missions	Rev. Prof Falres Ilomo	+255 (0) 26 272 0900 (143)
Dean, Faculty of Business and Economics	Dr Haji Ng'elenge	+255 (0) 26 272 0900 (144)
Dean, Faculty of Arts and Social Sciences	Dr. Frank Mwangole	+255 (0) 26 272 0900 (137)
Dean, Faculty of Law	Dr. Julena Jumbe	+255 (0) 26 272 0900 (218)
Dean, Faculty of Science and Education	Dr. Agnes Nzali	-
Director, Undergraduate Studies	-	-
Director, Postgraduate Studies, Research and Publication	Dr. Agnes Nzali	+255 (0) 26 272 0900 (228)
Director, Library Studies	Mr. Issa Mfinanga	
Director, Quality Assurance	Dr Theobald Kipilimba	
Director, University Consultancy Bureau	Dr. Mkumbo Mitula	
Director, Centre of Entrepreneurship and Innovation	Mr. Deo Sabokwigina	
Examinations Officer	Ms. Sifuel Isote	+255 (0) 26 272 0900 (131)
Admissions Officer	Ms. Sifuel Isote	+255 (0) 26 272 0900 (115)

8.2.2 Directors and Officers under the Office of the Deputy Vice Chancellor for Planning, Finance and Administration (PFA)

Table 3: Contact Phone Number

Position	Name of Staff	Telephone Number
Bursar	CPA Speratus R Rushekya	+255 (0) 26 272 0900 (106)
Internal Auditor	-	+255 (0) 26 272 090 (116)
Legal Council	Adv. Geoffrey Mwakasege	+255 (0) 26 272 0900 (126)
Director, ICT	Mr. Thomas Munde	-
Senor Human Resources Officer	Ms Rehema Kalawa	+255 (0) 26 272 0900 (109)
Planning, Investment and Development Officer	Mr Malumbo W. Malumno	-
Dean of Students	Ms. Dinna Kisamo	+(0) 26 272 0900 (119)
Public Relations and Marketing Officer	Ms. Diana Msofu	+255 654 053511 (115)
Real Estate Manager	Mr James Sanga	+255 (0) 26 272 0900 (122)
Matron	Ms Florida Mhomisoli	-

9.0. University Governance

The University of Iringa is governed through the following governance structures:

9.1 ELCT-IRD Board of Trustees

1. Rt. Rev. Bishop Dr. Blaston Tuluwene Gavile.
2. +Em. Bishop Prof. Owdenburg Moses Mdegella.
3. Dean Rev. Askali Mgeyekwa.
4. CPA Hezron Nziku.
5. Rev. Dr. Andendekisye Ngogo.
6. Ms. Hon. Anna J. M. Msola.
7. Mr. Joran Nong'ona.
8. Ms. Mickness Mlowe.
9. Dr. Alfred Mwakalebela.

9.2 University Council Members:

The University Council is the principal organ of governance and policy-making of the University. The Council is responsible for the management and administration of properties both movable and immovable and the funds and other assets of the University. Members of the University Council are:

1. CPA. Lilian Manara Badi - Chairperson.
2. Mr. Nathan Mnyawami – Vice Chairperson
3. Adv. Geoffrey Mwakasege - Secretary to the Council.
4. Prof. Edward G. Hosea – Vice Chancellor
5. Prof. Saul C. Mpeshe – DVC-ARC (ex-officio)
6. Prof Akim J. Mturi - DVC-PFA (ex-officio)
7. Dr. Ebenezer Gabriel Laizer
8. Bishop Dr. George Mark Fihavango.
9. Prof. Evelyne Mbede.
10. Prof. Zebedayo S.K. Mvena.
11. Major General Paul Simuli Kisesa.
12. Ms. Neema Mlay
13. Ms. Pauline Andrew.
14. Ms. Anna Msola.
15. Hon. Ritta Kabati (MP).
16. Ms. Neema Mwamoto - UIASA Chairperson.
17. Mr. Kennedy Kibona - RAAWU Chairperson.
18. President - UoI Student's Government.

9.3 Senate Members

The University Senate is the overall decision-making organ in respect of all academic matters of the University. It is the final decision-making organ with respect to all matters pertaining to teaching, research and consultancy and the regulation and superintendence of academic affairs of the students at the University. Members of the Senate are:

1. Prof Edward G. Hoseah - Vice Chancellor
2. Prof Saul C. Mpeshe - DVC-ARC
3. Prof Akim J. Mturi - DVC-PFA
4. Rev Prof Falres Ilomo - Dean Faculty of Theology and Missions
5. Dr Haji Ng'elenge - Dean (Faculty of Business & Economics)
6. Dr Julena Jumbe - Dean Faculty of Law
7. Dr Agnes Nzali - Dean Faculty Science and Education
8. Dr Frank P. Mwangole - Dean Faculty of Arts and Social Sciences
9. Dr Agnes Nzali - Director Postgraduate Studies, Research and Publication
10. Mr Thomas Munde - Director Information and Communication Technology
11. Mr Deo Sabokwigina - Director Centre of Entrepreneurship and Innovation
12. Dr. Theobald Kipilimba - Director Quality Assurance
13. Mr William Malumbo - Planning, Investments and Development Officer
14. Mr James Sanga - Real Estates Manager
15. Ms Sifuel Isote - Examinations Officer
16. Adv Geoffrey Mwakasege - Legal Counsel
17. Ms. Diana Msofe - Public Relations Officer
18. Mr. Kennedy Kibona - Representative from RAAWU
19. Ms. Neema Mwamoto - Representative from UIASA
20. Two representatives from the Student's Organisation

10.0 Programmes Offered at the University of Iringa

10.1 Undergraduate and Postgraduate programmes

The University of Iringa offers 35 undergraduate and 15 postgraduate programmes as shown in Table 4 and Table 5 below:

Table 4: Undergraduate programmes

S/N	PROGRAMME NAME	ACRONYM
1.	Certificate in Theology	CTHEO
2.	Certificate in Business Administration	CBA

3.	Certificate in Human Resource Management	CHRM
4.	Certificate in Procurement and Materials Management	CPMM
5.	Certificate in Journalism	CJOUR
6.	Certificate in Community Development	CCD
7.	Certificate in Leisure and Tourism Studies	CLTS
8.	Certificate in Law	CL
9.	Certificate in Information Technology	CIT
10.	Certificate in Counselling Psychology	CCP
11.	Diploma in Theology	DTH
12.	Diploma in Business Administration	DBA
13.	Diploma in Human Resource Management	DHR
14.	Diploma in Accounting and Finance	DAF
15.	Diploma in Accountancy	DAC
16.	Diploma in Community Development	CDC
17.	Diploma in Law	DL
18.	Diploma in Information Technology	DIT
19.	Diploma in Counselling Psychology	DCP
20.	Bachelor of Theology	BTH
21.	Bachelor of Business Administration	BBA
22.	Bachelor of Business in Marketing	BBM
23.	Bachelor of Business in Human Resource Management	BHR
24.	Bachelor of Applied Marketing and Entrepreneurship	BAME
25.	Bachelor of Science in Accounting and Finance	BAF
26.	Bachelor of Procurement and Supply Chain Management	BPSM
27.	Bachelor of Science in Economics and Finance	BEF
29.	Bachelor of Arts in Cultural Anthropology and Tourism	BACAT
30.	Bachelor of Arts in Community Development	BACD
31.	Bachelor of Arts in Journalism	BAJ
32.	Bachelor of Laws	LLB
33.	Bachelor of Education (Mathematics)	BED-MATH
34.	Bachelor of Education (Arts)	BED-ART
35.	Bachelor of Counselling Psychology	BCP

Table 5: Postgraduate programmes

S/N	PROGRAMME NAME	ACRONYM
1.	Post Graduate Diploma in Business Administration	PGDBA
2.	Postgraduate Diploma in Education – Administration	PGDEA
3.	Postgraduate Diploma in Education – Teaching	PGDET

4.	Master of Business Administration in Finance	MBA-FIN
5.	Master of Business Administration in Human Resource Management	MBA-HRM
6.	Master of Business Administration in Marketing	MBA-MAK
7.	Master of Business Administration in Procurement and Supply Chain Management	MBA-PSM
8.	Master of Research Methods	MRM
9.	Master of Arts in Community Development and Project Management	MA-CDPM
10.	Master of Laws in Information and Communication Technology Law	LLM-ICTLAW
11.	Master of Laws in International Criminal Justice and Human Rights	LLM-ICJ-HR
12.	Master of Education- Curriculum Development and Teaching	MEDU-CDT
13.	Master of Education- Policy, Planning and Administration	MEDU-PPA
14.	Master of Education - Assessment and Evaluation	MEDU-AE
15.	Master of Mission and Community Development	MMCD
16.	Master of Science and Counselling Psychology	MSc-CP

11.0 Faculties

The University operates five (5) faculties which offer a variety of academic programmes: -

- i) Faculty of Theology and Missions (FaTM).
- ii) Faculty of Business and Economics (FaBEc)
- iii) Faculty of Laws (FaL).
- iv) Faculty of Science and Education (FaSE).
- v). Faculty of Arts Social Sciences (FaSS).

11.1 Faculty Aims and Programmes

11.1.1 Faculty of Theology and Missions (FaTM).

The aims of the Faculty of Theology are:

- a) To provide theological Education for present and future church leaders, together with the laity, called and sent by the Holy Spirit to serve the Christian community in its ministry to the world, and for others seeking Christian theological Education;
- b) To encourage and support persons preparing for or engaged in theological research, writing and teaching. To foster theological Education that is contextual, cross-cultural, inclusive, international, and ecumenical;
- c) To engage in research in the areas of theology and African heritage, in order to contribute to the development of African theology, music, and liturgy;
- d) To make theological Education available to all people, irrespective of nationality, ethnicity, gender, social or economic class, or denomination.

Table 6: FaTM Academic programmes

S/N	Programme Acronym	Programme Name
1.	MMCD	Master of Mission and Community Deveolpment
2.	BTh	Bachelor of Theology
3.	DTH	Diploma in theology
4	CTHEO	Certificate in Theology

11.1.2 Faculty of Business and Economics (FaBEc)

The primary objectives of the faculty are:

- a) To serve the community by providing programmes of study that are professionally oriented, comprehensive, relevant to today's business world, and of high standard.
- b) To serve the community and the industry at large through research and consultancy undertakings.
- c) To equip graduates with the knowledge and skills with a view to study and understand transitions in society, its mechanisms and building a strong foundation in business.
- d) To prepare well-rounded business graduates who are equipped with analytical, quantitative, managerial and human skills to make sound and responsible decisions.
- e) To develop business graduates who are aware of the connection between business-management decisions and political, social, economic, legal, ethical, technological and environmental factors.

Table 7: FaBEc Academic programmes

S/N	Programme Acronym	Programme Name
1.	MBA-FIN	Master of Business Administration in Finance
2.	MBA-HRM	Master of Business Administration in Human Resource Managemen
3.	MBA-MAK	Master of Business Administration in Marketing
4.	MBA-PSM	Master of Business Administration in Procurement and Supply Chain Management
5	MRM	Master of Research Methods
6.	BBA	Bachelor of Business Administration
7.	BBM	Bachelor of Business in Marketing
8.	BHR	Bachelor of Business in Human Resource Management
9.	BAME	Bachelor of Applied Marketing and Entrepreneurship
10.	BAF	Bachelor of Science in Accounting and Finance
11.	BPSM	Bachelor of Procurement and Supply Chain Management
12.	BEF	Bachelor of Science in Economics and Finance

13.	PGDBA	Post Graduate Diploma in Business Administration
14.	DBA	Diploma in Business Administration
15.	DHR	Diploma in Human Resource Management
15.	DAF	Diploma in Accounting and Finance
16.	DAC	Diploma in Accountancy
17.	DPM	Diploma in Procurement and Materials Management
18.	CBA	Certificate in Business Administration
19.	CHRM	Certificate in Human Resource Management
20.	CPMM	Certificate in Procurement and Materials Management

10.1.3 Faculty of Arts and Social Sciences (FaSS)

The Faculty of Arts and Social Sciences (FASS) provides high quality, innovative programs in teaching and learning, research and engagement in the fields of communication, Education and international studies. We have a strong practice orientation with a focus on technology, creativity and an international outlook.

The major purpose of the Faculty are to:

- a) Prepare future leaders to be adaptive, globally minded and engaged citizens in a technology-driven world through:
- b) Develop competencies in transcultural communication, creative skills, technology and critical thinking across all disciplines
- c) Conduct practice-based and research-informed teaching and learning
- d) World-class research that informs and activates positive social change
- e) Undertake active collaboration with industry partners, alumni, employers and communities.

Table 8: FASS Academic programmes

S/N	Programme Acronym	Programme Name
1.	MA-CDPM	Master of Arts in Community Development and Project Management
2.	BACAT	Bachelor of Arts in Cultural Anthropology and Tourism
3.	BACD	Bachelor of Arts in Community Development
4.	BAJ	Bachelor of Arts in Journalism
5.	DLTS	Diploma in Leisure and Tourism Studies
6.	DJOUR	Diploma in Journalism
7.	DCD	Diploma in Community Development
8.	CJOUR	Certificate in Journalism
9.	CCD	Certificate in Community Development
10.	CLTS	Certificate in Leisure and Tourism Studies

11.1.4 Faculty of Law (FaL)

The faculty, introduced in 1998, seeks to provide a suitable environment that enables effective Education and learning for students, under the supervision of qualified and specialised teaching staff and with the latest methods and facilities. The Faculty also, aims to provide the Tanzanian legal system with graduates who have the legal knowledge and essential legal skills to confront the current economic and social obstacles. A University of Iringa graduate student shall acquire legal knowledge and skills, ethical principles, and critical thinking for administration of justice and governance and for advancement in the legal profession at higher levels.

Specific Faculty Objectives:

- a) Provide broad and detailed legal knowledge in its specialisation.
- b) Establish a knowledge base that enables successful postgraduate studies.
- c) The development of verbal and written communication skills.
- d) Development of professional skills.
- e) Foster the environment for cooperative work and teamwork.
- f) Enhance the overall understanding of the professional social and moral issues.
- g) Facilitate the creation of a network of lawyers and promote events ranging from speaker series, lectures and seminars to social events engaging both current postgraduate and undergraduate law students and alumni so that new channels of support and intellectual endeavour are opened and maintained.
- h) Enhance the collaboration between the Faculty and the University of Iringa Law Alumnae in the achievement of Faculty priorities such as widening access and participation and student support.

Table 9: Law Academic programmes

S/N	Programme Acronym	Programme Name
1.	LLM-ICTLAW	Master of Laws in Information and Communication Technology Law
2.	LLM-ICJ-HR	Master of Laws in International Criminal Justice and Human Rights
3.	LLB	Bachelor of Laws
4.	DL	Diploma in Law
5	CL	Certificate in Law

11.1.5 Faculty of Science and Education (FaSE)

The Faculty of Science and Education seeks to develop scientific mind, innovative and responsible individuals who can think critically and make discovery of things that will make living the environment and society easier.

The objectives of the Faculty of Science and Education are:

- a) To develop inquiring minds and curiosity about science and the natural world
- b) To encourage lecturers and trainers to develop their own creative abilities, and to promote the same in their students and trainees.
- c) To improve pedagogical expertise in both professional skills of subject content delivery and the conception of science/technical/vocational Education and training.
- d) To critically analyze and thoughtfully engage in conversations around current educational policies that impact teaching and learning in classrooms.
- e) To acquire knowledge, conceptual understanding and skills to solve problems and make informed decisions in scientific and other contexts.
- f) To demonstrate attitudes and develop values of honesty and respect for themselves, others, and their shared environment
- g) To engage in research aimed at the solution of past, present and future problems, as well as in the generation and adoption of new ideas and objects for the improvement of teaching and training of science and technical subjects.

Table 10: FaSE Academic programmes

S/N	Programme Acronym	Programme Name
1.	MEDU-CDT	Master of Education- Curriculum Development and Teaching
2.	MEDU-PPA	Master of Education- Policy, Planning and Administration
3.	MEDU-AE	Master of Education - Assessment and Evaluation
4.	MSCP	Master of Science in Counselling Psychology
5.	PGDEA	Postgraduate Diploma in Education – Administration
6.	PGDET	Postgraduate Diploma in Education – Teaching
7.	BED-MATH	Bachelor of Education -Mathematics
8.	BED-ART	Bachelor of Education (Arts)
9.	BCP	Bachelor of Counselling Psychology
10.	DIT	Diploma in Information Technology
11.	DCP	Diploma in Counselling Psychology
12.	CIT	Certificate in Information Technology
13	CCP	Certificate in Counselling Psychology

12.0 Directorates and Centres

12.1 Directorate of Quality Assurance

The University has a well-established office to coordinate all quality assurance issues at university level with a role of determining whether or not the set quality standards t is met. The Office is guided by an approved UoI Quality Assurance Policy as well as guidelines from the Tanzania Commission for Universities.

12.2 Directorate of Information and Communication Technology

The University of Iringa presides over a well-placed ICT. The role of ICT is to provide technical services involving:

- Computer maintenance and repairs
- Internet services
- SAMIS
- Printing
- Management of computer laboratories
- Standby power sets
- Website administration and hosting
- Multimedia devices
- LAN and WLAN installations and maintenance
- Overall technical services including computer training

12.2.1 Students Academic Management Information System (SAMIS)

This is an integrated information dissemination system that provides useful information flow to finance, students, and staff. It provides vital information linkage to all stakeholders in the University for decision making. Any incorrect, inaccurate, or delayed information entry shall adversely affect other stakeholders and cause serious problems.

12.3 Directorate of Library Studies (DLS)

The University of Iringa has a modern library that caters to teaching, research, and outreach services. It provides information services for supporting teaching, learning, and research functions. Some of the important publications include: books, research reports, government publications, university publications, journals, and online journals which are easily accessed via well-equipped library computer laboratories and internet facilities.

12.4 Directorate of Postgraduate Studies, Research and Publication

The Directorate is responsible for coordinating all matters related to postgraduate studies, research and publications. Currently, the Directorate has two units namely; Postgraduate Studies, and Research and Publication.

12.4.1 Research and Publications Unit

The unit is responsible for organizing, directing, and promoting research activities in the University. It also promotes quality research work, publication and dissemination of research information to the society.

12.4.3 Postgraduate Studies Unit

The unit is responsible for coordinating all matters related to postgraduate studies. This includes but not limited to all matters related to teaching and learning for postgraduate students.

12.5 University Consultancy Bureau

The bureau is responsible for providing quality and professional consultancy in all aspects of academic and administrative matters. It also provides consultancy services in business enterprises and community outreach programs.

12.6 Centre for Entrepreneurship and Innovation (CEI)

The Centre is responsible for mainstreaming entrepreneurship in programs involving curricula; conducting entrepreneurship awareness; and training staff, students, and business communities around the University. It also carries out entrepreneurship business research and consultancies, as well as fostering strategic partnership between the University and industry.

The Centre was established as a result of collaborative efforts between The Netherlands Initiative for Capacity-building in Higher Education (NICHE), the TCU, Mzumbe University (MU), and University of Iringa (UoI). This project rendered support to the development and implementation of a National University Qualifications Framework (NUQF) and the National Qualifications Framework (NQF) in Tanzania.

13.0 Student Services

13.1 Dean of Students' Office

The Dean of Students Office is responsible for administering personal and social welfare aspects of student's life. This office provides a vital link between administration, academic, and the public spheres. The Dean of Students Office provides the following facilities:

- *Residence:* First-year students will find on-campus dormitories provided. There is ample local housing available for rent thereafter.
- *NHIF:* National Health Insurance Fund
- Games and sports.
- Worship.
- Guidance, care, and counselling.

13.2 Student Government

Students have their own government structure which facilitates welfare, liaises with the Dean of Students, the University administration, academics, the various faculties, and the public at large.

13.3 Other Services:

- **Catering.** The University has three cafeterias within the campus and numerous eating places outside the campus.
- **Medical services.** Within campus there is one dispensary and one first aid clinic. Outside the campus, there are a number of accessible health facilities. These include Government hospitals; health centres and private hospitals. The University provides transport to the nearby Government/private hospitals when need arises.
- **Transport services.** The University has regular minibus services (daladala) between the town and campus which facilitates movement of students to and fro.
- **Postal services.** Postal services are located within the campus.
- **Financial services.** The University has bank agencies involving CRDB, NBC, and NMB. It has a number of easily accessible shops with M-Pesa, Tigo Pesa, Easy Pesa, and Airtel Money. The University has ATM services.
- **Information and communications technology services (ICT).** The University has a well-built service network which includes internet and printing services.
- **Library.** The University Library is open Monday through Friday from 09:00 to 22:00 hours. Saturday from 09:00 to 18:00 hours. Public holiday open from 15:00 to 22:00 hours.

14.0 University Fee Structure

14.1. Fee Structure for Tanzanian Students

The fee structure covers non-degree, undergraduate degree, and postgraduate degree programmes for Tanzanian students are as specified hereunder.

Table 12: University Fee for Tanzanian Students for 2024/25 (In Tzs)

Programme	Year of Study	Tuition Fee	Direct Cost*	Total Fee
Certificate	1	600,000	370,000	970,000
Diploma	1	800,000	360,000	1,160,000
	2	800,000	440,000	1,240,000
Bachelor	1	1,300,000	360,000	1,660,000
	2	1,300,000	350,000	1,650,000
	3	1,300,000	470,000	1,770,000
PGDE	1	2,000,000	450,000	2,450,000
Master (2 Years)	1	2,500,000	380,000	2,880,000
	2	2,500,000	460,000	2,960,000

*Direct costs include the TCU QA fee and Graduation and Certificate fee for graduands

Table 13: Indirect Student Fees, Deposits and Other Charges

Category of Costs in TZS	Undergraduate		Postgraduate
	Year 1	Cost for 3 years	Year 1
Grade Report per Request	5,000	30,000	30,000
Meals	2,142,000	6,426,000	3,213,000
Accommodation	378,000	1,134,000	567,000
Special Study Expenses	100,000	300,000	150,000
Books and Stationery Allowance	300,000	900,000	800,000
Personal Care Items	100,000	300,000	100,000
Research/ Internship	800,000	800,000	3,500,000
Miscellaneous Expenses	90,000	270,000	100,000
TOTAL	3,915,000	10,160,000	8,460,000

Note:

- i. Meals and accommodation are estimated at TZS 8,500 per day for 252 days.
- ii. In-campus accommodation priority is given to first years.

- iii. Special study expenses involve students' equipment and field studies
- iv. The University shall not be held responsible for any debts created by the student

14.2. Other Charges

- 14.2.1 **Health Insurance:** Tsh. 50,400/= for those who donot have Health Insurance. **TIKA** Cards are not accepted
- 14.2.2 **Student Activity Fee:** Tsh. 18,000/= paid through Tumaini University Students Organization at NBC A/C NO. 028201025482 OR CRDB A/C NO. 0152243221600
- 14.2.3 **Hostel Fee:** Tsh.378,000/= per annum for those who will stay in- campus (May be paid in two installments Tsh. 189,000/= per semester)
- 14.2.4 **Late Payment Of Fee / Submission Of Bank Pay In Slip:** Tsh.50,000/= (for Tanzanians) or US\$ 50 (for non-Tanzanians) is charged as a penalty for late payment of fees/or late submission of Bank pay-in-slip.
- 14.2.5 **Supplementary Examination Fee:** Tsh. 20,000/= shall be charged per course
- 14.2.6 **Late Corrections of Information in SRMS:** Tsh. 50,000/= will be charged
- 14.2.7 **Lost University ID Card And Examination Card:** Tsh.10,000/= and Tsh.5,000/= respectively
- 14.2.8 **Appeal Charge:** Tsh. 100,000/= per course
- 14.2.9 **Refund Request Fee:** Tsh. 5,000/= per request to cover transaction costs
- 14.2.10 **Lost Certificate:** Tsh. 100,000/= shall be charged for reprinting
- 14.2.11 **Lost Transcript;** Tsh. 50,000/= shall be charged for reprinting

NB:

a) **Mode of payment**

Except for Student Activity fee, all other payments should be made through Tumaini University at Iringa NBC A/C NO. 028103000152 OR CRDB A/C NO. 01J1070671101
NBC SWIFT CODE: NLCBTZTX

a) **Changes in Fees for All Students:**

The University reserves the right to change fees at any time.

15.0 The University Programme Specific Admission Criteria

15.1 Non-Degree Programmes

Table 14: Specific Admission Criteria for Non-degree programmes

S/N	Programme Name	Entry Requirements	Duration	Mode of Delivery

S/N	Programme Name	Entry Requirements	Duration	Mode of Delivery
1	Certificate in Business Administration (CBA)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
2	Certificate in Accountancy and Finance (CAF)	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) Passes in non-religious Subjects including Mathematics.	1 year	Full Time
3	Certificate in Human Resource Management (CHRM)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
4	Certificate in Procurement and Material Management (CPMM)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
5	Certificate in Leisure and Tourism Studies (CLTS)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
6	Certificate in Community Development (CCD)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects	1 year	Full Time
7	Certificate in Law (CL)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
8	Certificate in Information Technology (CIT)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
9	Certificate in Journalism (CJ)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time
10	Certificate in Counselling PSYhology (CCP)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes in non-religious Subjects.	1 year	Full Time

S/N	Programme Name	Entry Requirements	Duration	Mode of Delivery
11	Certificate in Theology (CTHE)	Holders of Certificate of Secondary Education Examination (CSEE) with at Least four (4) Passes including religious Subjects.	2 years	Full Time
12	Diploma In Business Administration (DBA)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principle Pass and two Subsidiaries.	2 years	Full Time
13	Diploma in Accountancy (DAC)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject including Mathematics and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principle Pass and two Subsidiaries.	2 years	Full Time
14	Diploma in Accountancy and Finance (DAF)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject including Mathematics and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
15	Diploma in Human Resource Management (DHRM)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
16	Diploma in Procurement and Materials Management (DPMM)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time

S/N	Programme Name	Entry Requirements	Duration	Mode of Delivery
17	Diploma in Leisure and Tourism Studies (DLTS)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
18	Diploma in Journalism (DJ)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
19	Diploma in Counseling Psychology (DCP)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
20	Diploma in Community Development (DCD)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
21	Diploma in Law (DL)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time
22	Diploma in Information Technology (DIT)	Holder of Certificate of Secondary Education Examination with four Passes "D" in Non-Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	2 years	Full Time

S/N	Programme Name	Entry Requirements	Duration	Mode of Delivery
23	Diploma in Theology (DTH)	Holder of Certificate of Secondary Education Examination with four Passes "D" including the Religious Subject and Holder of Certificate with a 2.0 GPA and above or Holder of Advanced Certificate of Secondary Education Examination with one Principal Pass and two Subsidiaries.	3 years	Full Time

15.2 Bachelor Degree Programmes

Table 15: Specific Admission Criteria for Bachelor Degree Programmes

S/N	Programme Name	Admission Requirements	Minimum Admission Points	Duration (Yrs)	Mode of Delivery
1	Bachelor of Arts in Journalism (BAJ)	Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Art, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition. An applicant without principal passes in English must have at least subsidiary passes or a minimum of "D" grade in English at O-Level or Foundation Programme of the OUT with a minimum GPA of 3.0	4	3	Full Time
2	Bachelor of Laws (LLB)	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 or Nutrition. An applicant without principal passes in English MUST HAVE at least subsidiary passes or a minimum of "D" grade in English at O-Level.	4	3	Full Time
3	Bachelor of Arts in Cultural Anthropology &	Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French,	4	3	Full Time

S/N	Programme Name	Admission Requirements	Minimum Admission Points	Duration (Yrs)	Mode of Delivery
	Tourism (BACAT)	Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition.			
4	Bachelor of Counselling Psychology (BC)	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 or Nutrition.	4	3	Full Time
5	Bachelor of Education (Mathematics)- (BED-MAT)	Two principal passes: in Advanced Mathematics and in one of the following subjects: Geography, Economics, Physics, Chemistry, Biology or Computer Science.	4	3	Full Time
6	Bachelor of Arts in Community Development (BACD)	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.	4	3	Full Time
7	Bachelor of Business Administration (BBA)	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 or Nutrition. If one of the principals is not Advanced Mathematics, Commerce, Accountancy, Economics or Geography, an applicant MUST have a subsidiary pass in Basic Applied Mathematics or a minimum of "D" grade in Mathematics, Commerce or Book-keeping at O-Level.	4	3	Full Time

S/N	Programme Name	Admission Requirements	Minimum Admission Points	Duration (Yrs)	Mode of Delivery
8	Bachelor of Theology (BTH)	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, Divinity or Nutrition.	4	3	Full Time
9	Bachelor of Science in Accounting and Finance (BAF)	Two principal passes in the following subjects: History, Geography, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition. If one of the principals is not Advanced Mathematics, Commerce, Accountancy, Economics or Geography, an applicant MUST HAVE a subsidiary pass in Basic Applied Mathematics or a minimum of "D" grade in Mathematics, Commerce or Bookkeeping at O-Level.	4	3	Full Time
10	Bachelor of Science in Economics & Finance (BEF)	Two principal passes in the following subjects: History, Geography, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition. If one of the principals is not Advanced Mathematics, Commerce, Accountancy, Economics or Geography, an applicant MUST HAVE a subsidiary pass in Basic Applied Mathematics or a minimum of "D" grade in Mathematics, Commerce or Bookkeeping at O-Level.	4	3	Full Time
11	Bachelor of Education (Arts)	Two principal passes in the following subjects: Kiswahili, English, Geography and History.	4	3	Full Time

S/N	Programme Name	Admission Requirements	Minimum Admission Points	Duration (Yrs)	Mode of Delivery
12	Bachelor of Business in Marketing Management (BBM)	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.	4	3	Full Time
13	Bachelor of Applied Marketing & Entrepreneurship (BAME)	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 or Nutrition.	4	3	Full Time
14	Bachelor of Human Resource Management (BHR)	Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Art, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition.	4	3	Full Time
15	Bachelor of Business in Procurement and Supply Chain Management (BBP)	Two principal passes in the following subjects: History, Geography, Kiswahili, English Language, French, Arabic, Fine Art, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer Science or Nutrition. If one of the principals is not in Advanced Mathematics, Commerce, Accountancy, Economics or Geography, an applicant must have a subsidiary pass in Basic Applied Mathematics or a minimum of "D" grade in Mathematics, Commerce or Book-keeping at O-Level.	4	3	Full Time

15.3 Postgraduate Diploma Programmes

Table 16: Specific Admission Criteria for Postgraduate Diploma Programmes

S/N	Programme Name	Entry Requirements	Programme Duration	Mode of Delivery
1	Postgraduate Diploma in Education – Administration (PGDEA)	A Bachelor’s Degree in Education from an accredited university; OR An Advanced Diploma in Education from any accredited university/college with a work experience of two years after the first degree; OR A Diploma in Education from any accredited institution/college plus a minimum work experience in Education of three years after the first diploma.	1 year	Full Time
2	Postgraduate Diploma in Education – Teaching (PGDET)	A Bachelor’s Degree in any field from an accredited university/college with one-year work experience in Education field; OR A Bachelor’s Degree in any field from any accredited university/college. This degree is designed for someone who would like to teach or manage own school; OR An Advanced Diploma in any field from any accredited university/college with a work experience of two years after the first Diploma. This is designed for someone interested in teaching; OR A Diploma in any field from any accredited institution/college plus a minimum work experience of two years in any field that requires teaching.	1 year	Full Time
3	Post Graduate Diploma in Management (PGDM)	Applicants to a Post Graduate Diploma in Management must possess any Bachelor’s Degree or any Advanced Diploma from an accredited Institution/college.	1 year	Full Time

15.4 Master’s Degree Programmes

Table 17: Specific Admission Criteria for Master’s Degree Programmes

S/ N	Programme Name	Entry Requirements	Programme Duration	Mode of Delivery
1	Master of Business Administration (MBA)	Holds a Lower Second-Class degree from an accredited university/institution of higher learning in Business, Commerce, Accountancy, Management, or Law; OR	2 years	Full Time

S/ N	Programme Name	Entry Requirements	Programme Duration	Mode of Delivery
2	MBA in Finance (MBA-FIN)	Holds a degree from an accredited university in any cluster of courses as above with a minimum of two years working experience after finishing first degree; OR	2 years	Full Time
3	MBA in Human Resource Management (MBA-HRM)	Holds a grade “B” for unclassified degrees from an accredited university/institution of higher learning; OR	2 years	Full Time
4	MBA in Marketing (MBA-MAK)	Holds an Advanced Diploma from an accredited university in any cluster of courses mentioned above with a minimum of three years’ work experience; OR	2 years	Full Time
5	MBA in Procurement and Supply Chain Management (MBA-PSM)	Holds at least an upper second in Advanced Diploma in the related business courses from an accredited institution/college.	2 years	Full Time
6	Master of Research Methods (MRM)	At least a second-class degree from an accredited university /institution; OR A pass degree from an accredited university in related fields and a minimum work experience of two years after finishing the first degree; OR An average of “B” for unclassified degrees from an accredited university/ institution.	2 years	Full Time
7	Master of Science in Counselling Psychology (MSCP)	A Bachelor’s degree in Counselling Psychology or Psychology, General Psychology’ Psychology of personality’ Psychopathology’ Experimental Psychology, and Developmental Psychology with at least an Upper Second-Class degree from any accredited university; OR A Bachelor’s degree with a pass degree in Counselling Psychology or in Psychology, General Psychology’ Psychology of personality’ Psychopathology’ Experimental Psychology, and Developmental Psychology with a work experience of at least one year after the first degree; OR An Advanced Diploma in Counselling Psychology or Psychiatry Nursing from any accredited university with a minimum work experience of two years after attaining first Advanced diploma in any of those fields.	2 years	Full Time
8	Master of Arts	At least a second-class degree from an	2 years	Full

S/ N	Programme Name	Entry Requirements	Programme Duration	Mode of Delivery
	in Community Development and Project Management (MACDPM)	accredited university/institution; OR A pass degree from an accredited university with a minimum working experience of two years after finishing first degree; OR An average of “B” for unclassified degrees from an accredited university/ institution with three years’ work experience after completing the first degree.		Time
9	Master of Education - Policy, Planning and Administration (MEDU-PPA)	A Bachelor’s degree in Education with at least an Upper Second Class Degree from an accredited university and must be proficient in written and spoken English; OR A Bachelor’s degree in Education with a Lower Second Class Degree from an accredited university and a minimum work experience of two years in any legal field after finishing first degree; OR An Advanced Diploma in Education from any accredited university/college with a work experience of three years after the first degree.	2 years	Full Time
10	Master of Education- Curriculum Development and Teaching (MEDU-CDT)	A Bachelor’s degree in Education with at least an Upper Second Class Degree from an accredited university and must be proficient in written and spoken English; OR A Bachelor’s degree in Education with a Lower Second Class Degree from an accredited university and a minimum work experience of two years in any legal field after finishing first degree; OR An Advanced Diploma in Education from any accredited university/college with a work experience of three years after the first degree.	2 years	Full Time
11	Master of Education - Assessment and Evaluation (MEDU-AE)	A Bachelor’s degree in Education with at least an Upper Second Class Degree from an accredited university and must be proficient in written and spoken English; OR A Bachelor’s degree in Education with a Lower Second Class Degree from an accredited university and a minimum work experience of two years in any legal field after finishing first degree; OR An Advanced Diploma in Education from any accredited university/college with a work	2 years	Full Time

S/ N	Programme Name	Entry Requirements	Programme Duration	Mode of Delivery
		experience of three years after the first degree.		
12	Master of Laws in Information and Communication Technology Law (LLM-ICTLAW)	A Bachelor of Laws degree with at least an Upper Second Class Degree; OR A pass degree from an accredited university/college with a minimum work experience of two years in any legal field after finishing first degree; OR A Postgraduate Diploma in Law from any accredited institution/college with a minimum work experience of three years in any legal field after finishing first degree.	1 year	Full Time
13	Master of Laws in International Criminal Justice and Human Rights (LLM-ICJHR)	A Bachelor of Laws degree with at least an Upper Second Class Degree; OR A pass degree from an accredited university and a minimum work experience of two years in any legal field after finishing first degree; OR A Postgraduate Diploma in Law from any accredited institution/college with at least a lower second-class pass.	1 year	Full Time

16.0 Admission Regulations and Procedures

16.1 Mode of Application

All applications are processed through an Online Admission System (OLAS). All application procedures are available from the online system. The link is also available through the UoI website at www.uoi.ac.tz

All applicants for Non degree programmes (Certificate and diploma), Undergraduate (direct and equivalent qualifications) and Postgraduate applicants will have to apply through the OLAS.

All inquiries about applications and admissions should be addressed to:

Admissions Officer,
University of Iringa,
P.O Box 200 Iringa
Tanzania
admissions.uoi@uoi.ac.tz

16.2 Terms of Admission

- 16.2.1 It should be noted that it is an offence to submit false information when applying for admission. Applicants who will be discovered to have submitted forged certificates or any other such information will not be considered and appropriate legal action will be taken against them.
- 16.2.2 The names entered during the application must be exactly the same as those appearing on the candidate's C.S.E.E. or other certificates to be used for admission.
- 16.2.3 A candidate is admitted to the University of Iringa (UoI) on the understanding that in accepting the admission he/she commits him/herself to adhere to the University charter, statutes, ordinances, regulations, rules, and by-laws.
- 16.2.4 UoI is a Christ-centred institution of higher learning and expects students' behaviour, both on and off campus, to be morally, ethically, and legally acceptable. The University reserves the right to withdraw admission for conduct that is contrary to the mission and objectives of the University.
- 16.2.5 Admission of a candidate shall be granted only if the University receives satisfactory evidence of adequate financing for the whole course of the study.
- 16.2.6 On accepting the admission into any University programmes, a candidate commits him/herself to attend learning sessions scheduled between 8:00 a.m. and 8:00 p.m. from Monday to Friday.
- 16.2.7. Except for the courses offered in Swahili, the language of instruction shall be English and it is imperative that students will endeavour to be proficient in reading, writing, and speaking the English language.

16.3 Admission of students from other Institutions

- 16.3.1 Student studying in other recognized institutions of higher learning may apply for credit transfer to the University of Iringa (UoI),
- 16.3.2 Credit transfer may only occur if the University is satisfied that a subject or a group of subjects (Modules) that have been completed by a candidate in a different institution are equivalent or relevant to the subject or a group of subjects in the programme that the student is applying to be considered for transfer.
- 16.3.3 Those involved in transferring students should be aware that a core course or module in the releasing institution may not necessarily be a core course or module at the University of Iringa. Therefore, approval of equivalency of courses and credit transfer shall be the responsibility of the University of Iringa (UoI).

16.3.4 The student wishing to transfer to the UoI shall:

- a. Understand the course(s) which are available at the University;
- b. Apply and secure a place at the UoI;
- c. Understand and accept the terms and conditions regarding the sought programme;
- d. Understand the learning environment at the UoI and ensure that, on being transferred, he/she will cope with the learning environment at the University;;
- e. Confirm his/her acceptance of the terms and conditions set by the UoI; and
- f. Notify his/her sponsor about the transfer through the receiving institution.

16.4.5 During the transfer process, the UoI shall:

- a) satisfy itself that the student seeking transfer has met the conditions for transfer;
- b) ensure that all transfer arrangements made by the University are acceptable;
- c) counsel the student on compliance requirements for any mismatch between the programmes; and
- d) upon receiving the student, notify the Commission and any other relevant authority that the student has reported for studies.

16.4.6 Courses for transfer to the UoI must have been accredited by the Tanzania Commission for Universities (TCU)

16.4.7 Number of credits and grades earned for a course will be included in calculating Grade Points Average (GPA) and Cumulative Grade Point Average (CGPA) of students.

16.4.8 A transferred student will be required to pay fees for courses to be taken that have not been covered in the relevant years of courses under transfer.

16.4.9 A candidate who was admitted into an UoI degree programme under credit transfer system from equivalent degree programme in another university shall only be granted the UoI degree award if in the sum of credits acquired for the award of the degree, not less than 50% of total credits for core courses were acquired from UoI.

16.5 Shifting to a Different Programme

16.5.1 A candidate wishing to change degree programme after the first year of study shall be required to lodge in a request accompanied with supporting documents and paying a nonrefundable fee of Tsh 50,000/= . Permission will be granted after compliance with credit transfers process as approved by TCU. Such candidate shall also pay the prevailing costs of processing a new identity card.

16.6 Admitting Students with Foreign Certificates

16.6.1. Foreign students seeking admission to the University of Iringa shall secure student residence permit before they can join the University.

- 16.6.2. Foreign candidates must obtain the national equivalences of their qualifications from the relevant national authority before or on submission of their application.
- 16.6.3. After fulfilling the requirements in Articles 16.6.1 and 16.6.2, registration procedure for foreign students shall be same as for other candidates.

17.0 Registration for Courses

- 17.1 All new and continuing students shall register for courses at the beginning of each semester.
- 17.2 A candidate shall be registered upon paying University fees. Partial payments of university fees to allow registration for studies shall only be granted by the University authority under special circumstances.
- 17.3 For first year candidates, registration will be done after verification of original certificates. A candidate shall be registered using the names that appear in O Level Certificate.
- 17.4 Where differences in names exist between O -Level and other credentials submitted to the University for registration purposes, the candidate shall be required to submit legal evidence of approval of the change of names. In the event of lack of such evidence, such a candidate shall not be registered.
- 17.5 Change of degree programmes shall only be permitted within four weeks after commencement of the first year of studies and after paying a non-refundable fee of Tshs 50,000/= (reviewed from time to time). A candidate wishing to change a degree programme shall also be required to pay costs related to change of the identity card.
- 17.6 A student who has registered for a course but who wishes to withdraw from that course must apply to the Head/ Dean/Director, as the case may be, of the unit hosting the programme through the coordinator of the course offering Department for permission to do so not later than Friday of the fourth teaching week of the semester.
- 17.7 The deadline for course registration for all students shall be Friday of the second week after the beginning of the semester.
- 17.8 A student who fails to register for the course after two weeks of Semester commencement, shall be subjected to a penalty of Tsh.50, 000/= (fifty thousand Tanzanian Shillings) which shall be paid not later than Friday of the fourth week after the commencement of the semester.
- 17.9 No student shall be allowed to register for any course after Friday of the fourth week following the commencement of the semester. A candidate who fails to register within the prescribed period shall be advised to postpone studies.

17.10 Only student who has registered into the system shall be considered as bona fide students for that semester and any student who for any reason has failed to register shall be advised to postpone studies.

18.0 Student Progression Pathways

18.1 Progression is the academic progress of a candidate in the programme he/she studied over a period of time.

18.2 Normal progression shall occur when a candidate has passed the assessments in all the course(s) she or he had registered for in a particular semester with a mark(s) corresponding to Grade Point (GP) of at least 2.0.

18.3 A student shall be allowed to progress in his/her studies from one semester to another during the particular academic year if he/she:

- a) Has not absconded from studies
- b) Passes all courses/modules examined in the respective semester.
- c) Met conditions for sitting supplementary examinations.
- d) Paid all fees as prescribed by the University.
- e) Is a duly registered student for the particular semester.
- f) Has not been barred by any lawful order.

18.1 Postponement of Studies

18.4.1 A student may be allowed to postpone studies for:

- a) Reasons of proven continued ill health supported by a doctor's medical certificate,
- b) Financial problems, or
- c) Any other reason which is considered strong enough to prevent one from pursuing studies effectively.

18.4.2 A student who intends to postpone studies shall apply by filling the online form to the Faculty Dean/Institute Director through his/her respective Head of Department.

18.4.3 An applicant for postponement shall be deemed to have secured permission for postponement after receiving an approved written communication granting his/her application from the Faculty Dean/Institute Director.

18.4.4 Postponement letter shall be copied to the DVC-ARC and the Vice Chancellor for noting.

18.4.5 Postponement of studies shall be for one academic year which may be renewed as the case may be.

18.4.6 The maximum period for a student to postpone studies is two academic years provided that upon the expiry of the first academic year a student must seek for a second postponement afresh.

18.4.7 All postponement cases shall be approved by the Senate.

18.2 Resumption of Studies.

18.5.1 A candidate shall be allowed to resume studies after submitting his/her online application through the Faculty Dean/HOD which, where applicable, shall be supported by evidence of capability to resume and undertake studies.

18.5.2 Permission for resumption of studies shall be granted by the Faculty Dean/Director of Institute in consultation with the DVC-ARC.

18.5.3 A candidate shall be allowed to resume studies in the semester for which permission for postponement of studies was granted.

18.5.4 A candidate permitted to resume studies shall retain his/her initial registration and hence registration number, but shall be required to meet the costs of production of identity card and any other documents which relate to the re-admission process.

18.3 Maximum Durations for Various Programmes (Time Limit)

18.6.1 The maximum period of registration per specific levels of study shall be as summarized below:

Table 18: Maximum Durations for Various Programmes

Programme	Minimum Period	Maximum Period
Certificates (except Theology)	1 year	2 years
Certificate in Theology	2 years	3 years
Ordinary Diploma/	2 years	3 years
Bachelor Degrees	3 years	5 years
Postgraduate Diploma	1 year	3 years
Master Degree	2 years	4 years

18.4 Credit Accumulation per Level of Study

The Credit Framework shall be administered using the following guidelines for both vertical and horizontal articulation, regardless of how the credits are accumulated:

18.7.1 A minimum of 120 cumulative credits have to be realized by candidates at Level 4 for the award of a Certificate.

18.7.2 A minimum of 240 cumulative credits has to be realized by candidates at Level 6 for the award of Diploma.

18.7.3 A minimum of 360 cumulative credits has to be realized by candidates at level 8 for the award of Bachelor's degree.

- 18.7.4 A minimum of 120 cumulative credits has to be realized by candidates at levels 9 for the award of a Postgraduate Diploma.
- 18.7.5 A minimum of 240 cumulative credits has to be realized by candidates at levels 9 for the award of Master's Degree,
- 18.7.6 A minimum of 540 cumulative credits has to be realized by candidates at level 10 for the award of a Doctorate degree.
- 18.7.7 The minimum cumulative credit requirement is summarized in the Table 20 below:

Table 19: Minimum Cumulative Credit Requirement

UQF LEVEL	4	6	8	9		10
QUALIFICATION TYPE	Certificate	Diploma	Bachelor Degree	Postgraduate Diploma	Masters Degree	PhD
MINIMUM CUMULATIVE CREDITS	120	240	360	120	240	540
MINIMUM SEMESTERS	2	4	6	2	4	6

18.5 Discontinuation from studies

- 18.5.1 A candidate shall be discontinued from studies at the university if he/she:
- Fails more than 50% of the courses offered during the academic year.
 - Fails to report for field practical training.
 - Fails a repeat practical training.
 - Overstays the maximum duration allowed on the programme, as per 17.5.
 - Absconds 50% of Semester Examinations.
 - Engages in Examination irregularity/malpractice.
- 18.5.2 A candidate who is discontinued on the basis of having failed to meet the minimum requirements for continuing with studies may be permitted to re-apply and be re-admitted as a fresh candidate in a programme other than the one he/she failed after a lapse of one academic year.
- 18.5.3 A candidate who had been discontinued after failing in the programme that he/she had been initially admitted shall only be re-admitted after submitting evidence of having undertaken additional training in a form of certificate/diploma or short courses in the relevant discipline.
- 18.5.4 A candidate discontinued from studies on the basis of examination irregularities shall not be allowed for re-admission/admission.

19.0 Assessment Criteria

- 19.1 Each candidate shall be assessed through coursework and examinations.
- 19.2 Course work assessment for non-degree programmes shall be 50% while for Bachelor degree and postgraduate programmes it shall be 40%.
- 19.3 University Examination assessment for non-degree programmes shall be 50% while for Bachelor degree and Postgraduate programmes it shall be 60%.
- 19.4 Tests and assignments shall be administered throughout the first fifteen weeks of the semester. No test or assignment shall be administered after the fifteenth week of the semester.
- 19.5 The coursework marks shall be published by individual examiners to students at least one week to the commencement of examinations.
- 19.6 The minimum class attendance in each course shall be constituted by attending 75% of lectures, tutorials, and practical sessions as recorded by the individual examiners.
- 19.7 A register of class attendance shall be taken for record purpose during each class session.
- 19.8 The Deans/Directors, Heads of Departments and Course Coordinators shall ensure that students are availed with course content and all required evaluation procedures at the beginning of the course.

20.0 Grading System for Certificate and Diploma Programmes

20.1 Grading system/Grading Scores for Certificate and Diploma Programmes

- 20.1.1 All assessed work will be marked out of 100 per cent.
- 20.1.2. Grading scores for examination results of certificate and diploma programmes with the percentage range to letter grade and grade points correspondence shall be presented as indicated in Table 20 below:

Table 20: Grading System/Grading scores for Certificate and Diploma

SN	Score Range	Grade	GRADE POINT	Definition
1	80 -100	A	4.0 – 5.0	EXCELLENT
2	65 -79	B	3.0 – 3.9	GOOD
3	50 - 64	C	2 .0 – 2.9	PASS
4	40 - 49	D	1.0 – 1,9	POOR
5	0 - 39	E	0.0 – 0.9	FAILURE

20.2 Procedure for calculating Grade Points (GP) per Subject

For all Certificate and Diploma programmes the GP for individual subject shall take into account the student's raw marks and shall be calculated using the following equations:

Table 21: Calculate GP from Raw Marks for Certificate and Diploma

Grade	Range of Marks	Equation	Grade Point
A	80 – 100	$Y = 0.05X$	4.0 – 5.0
B	65 – 79.9	$Y = (1/15)X - (4/3)$	3.0 – 3.9
C	50 – 64.9	$Y = (1/15)X - (4/3)$	2.0 – 2.9
D	40 – 49.9	$Y = 0.1X - 3$	1.0 – 1.9
E	0 – 39.9	$Y = 0.025X$	0.0 – 0.9

Where Y = Grade point; X = Raw marks

For example, a student who scored 85% in a certain subject will have an A grade whose grade point shall be $0.05 \times 85 = 4.25$.

20.3 Final Award Classification for Certificate and Diploma programmes

The classification of the awards for qualifications of graduates in different diploma and certificate programmes shall be undertaken as shown **Table 21 below**.

Table 22: Certificate and Diploma Classification

Diploma			Certificate		
GPA Range	Grade	Class	GPA Range	Grade	Class
4.0 - 5.0	A	First Class (Distinction)	4.0 - 5.0	A	First Class (Distinction)
3.0 - 3.9	B	Second Class (Credit)	3.0 - 3.9	B	Second Class (Credit)
2.0 - 2.9	C	Pass	2.0 - 2.9	C	Pass

21.0 Grading System for Bachelor and Postgraduate Programmes

- 21.1 Each course will be assessed by continuous assessment and by the University Examination at the end of the semester in which the course is completed.
- 21.2 Continuous assessment will be done through various ways appropriate for the knowledge and skills required by the course such as; tests/examinations, assignments, practical work, portfolios, research project and assessment of teaching skills in school- based settings.

21.1 Grading Logic

The Table below shows the general understanding within which credit values for degree programmes may be generated.

Table 23: General Understanding of Various Credit values

Letter Grade	Grade Value	Assumed Logic	General Standing	
			Undergrad	Postgraduate
A	5	Excellent	Pass	Pass
B+	4	Very good	Pass	Pass
B	3	Good	Pass	Pass
C	2	Average/Fair	Pass	Supplementary
D	1	Marginal Fail	Supplementary	Supplementary
F	0	Fail	Probation	Probation

21.2 Grade Classification System for Bachelor Degree

The Table below shows the grade classification system within which grade values for Bachelor degree programmes may be interpreted:

Table 24: The grading system Bachelor Degree (NTA Level 8)

SCORE RANGE	GRADE	GRADE POINT	DEFINITION
70% - 100%	A	4.4 – 5.0	Excellent
60% - 69%	B+	4.0 – 4.3	Very Good
50% - 59%	B	3.0 – 3.9	Good
40% - 49%	C	2.0 - 2.9	Average
35% - 39%	D	1.0 – 1.9	Poor
0% - 34%	F	0 – 0.9	Fail

The pass mark for Bachelor Degree (NTA Level 8) shall be 40 per cent.

21.3 Procedure for calculating Grade Point (GP) per Subject

For all Bachelor degree programmes the GP for individual subject shall take into account the student’s raw marks and shall be calculated using the following equations:

Table 25: Grading System Used to Calculate GPA from Raw Marks

Grade	Range of Marks	Equation	Grade Point
A	70 – 100	$Y = 0.02X + 3$	4.4 – 5.0
B+	60 – 69.9	$Y = 0.04X + 1.6$	4.0 – 4.3
B	50 – 59.9	$Y = 0.1X - 2$	3.0 – 3.9
C	40 – 49.9	$Y = 0.1X - 2$	2.0 - 2.9
D	35 – 39.9	$Y = 0.2X - 6$	1.0 – 1.9
F	0 – 34.9	$Y = (1/35)X$	0 – 0.9

Where Y = Grade point; X = Raw marks

For example, a student who scored 85% in a certain subject will have an A grade whose grade point shall be $0.02 \times 85 + 3 = 4.70$.

21.4 Classification of final award for Bachelor degree programme

- 21.4.1 Candidates must attain a minimum of grade points average of 2.0 to receive a degree. Bachelor degrees are classified according to the following grade point averages:

Table 26: Classification of final award for undergraduate degree programme

Class	Point
First Class	4.4 - 5.0
Upper Second Class	3.5 - 4.3
Lower Second Class	2.7 - 3.4
Pass	2.0 - 2.6

21.5 Grading System for PGD and Master Degree (NTA Level 9)

The grading system for Postgraduate Diploma and Master Degree (NTA Level 9) shall be as follows:

Table 27: The grading system for Postgraduate Diploma and Master Degree (NTA Level 9)

SCORE RANGE	GRADE	GRADE POINT	DEFINITION
70% - 100%	A	4.5 – 5.0	Excellent
60% - 69%	B+	4.0 – 4.4	Very Good
50% - 59%	B	3.0 – 3.9	Good
40% - 49%	C	2.0 - 2.9	Marginal Fail
0% - 39%	D	0.0 – 1.9	Fail

The pass mark for Postgraduate Diploma and Master Degree shall be 50 per cent.

21.6 Procedure for calculating Grade Point (GP)

For all postgraduate programmes the GP for individual subject shall take into account the student's raw marks and shall be calculated using the following equations:

Table 28: Grading System Used to Calculate GPA from Raw Marks

Grade	Range of Marks	Equation	Grade Point
A	70 – 100	$Y = (1/60)X + (10/3)$	4.5 – 5.0
B+	60 – 69.9	$Y = 0.05X + 1$	4.0 – 4.4
B	50 – 59.9	$Y = 0.1X - 2$	3.0 – 3.9
C	40 – 49.9	$Y = 0.1X - 2$	2.0 - 2.9
D	0 – 39.9	$Y = 0.05X$	0.0 – 1.9

Where Y = Grade point; X = Raw marks

For example, a student who scored 85% in a certain subject will have an A grade whose grade point shall be $(1/60) \times 85 + (10/3) = 4.75$.

21.7 Classification of final award for Postgraduate programme

21.7.1 Postgraduate awards are classified according to the following grade point averages:

Table 29: Classification of final award for postgraduate programme

Class	Point
First Class	4.5 - 5.0
Second Class	4.0 - 4.4
Pass	3.0 - 3.9

21.7.1 In calculating the Semester GPA, credits for all core courses shall be used including electives, making the minimum required for the degree programme

21.7.2 The Semester GPA (SGPA) shall be worked out as follows:

- a) The letter grades shall be assigned grade points from the raw marks as shown in Table 21, 25 and 28 above to obtain subject grade points (GP).
- b) The subject GP shall be truncated only to **one (1) decimal point**.
- c) $SGPA = \frac{\text{Total WGP in a Semester}}{\text{Total Semester Credits}}$
where WGP is the Weighted GP = subject credits x subject grade point
- d) The SGPA will be truncated to **one (1) decimal points**

21.7.3 The final GPA also known a cumulative GPA shall be computed based on the number of credits and Grade Points obtained by a student in all semesters up to the final semester.

$\text{Final GPA} = \frac{\text{Total WGP for all semesters}}{\text{Total credits for all semesters}}$.

21.7.4 The final GPA shall be truncated into **one (1) decimal point**.

21.6 Fieldwork assessment

21.9.1 The assessment for the field work practical training shall be based on three items as follows:

- a. Learner's Final report
- b. Employer's/Supervisor's Confidential report; and -
- c. Learner's daily logbook

21.9.2. The Practical Training shall be assessed mainly by the local institution's /organization's supervisors and also by the University.

- 21.9.3 The student shall write and submit a Field Practical Training Report to the Faculty for assessment within two weeks from the end of the field training.
- 21.9.4 The weights of the assessment based on items indicated in 21.1 shall be as shown in Table 30 below:

Table 27: Assessment of Field Practical Training for Non-Degree and Bachelor's Degree Programmes.

S/N	Item/Description	Diploma	B/Degree
1.	Log Book	25	20
2.	Confidential Assessment	25	20
3.	Field Report	50	60

- 21.9.5 The assessments shall be approved by the Faculty Board as any other course with percentage and letter grades ranging from A to E and combined with other course grades to be submitted to the Senate for final approval.
- 21.9.6 A candidate is required to complete Field Practical Training duration and to submit the Report as one of the compulsory requirements for graduation.
- 21.9.7 A candidate who fails the Field Attachment Practical Training totally or in part shall be allowed to repeat the field attachment training when it is next offered, before he/she can be allowed to graduate.
- 21.9.8 A candidate who fails a repeated Field Attachment Practical Training shall be discontinued from studies.
- 21.9.9 A candidate who absconds a Field Attachment Practical Training shall be discontinued from studies

22.0 Subject/Course Coding and Academic Staff Workload

22.1 Subject/Coase Coding System

The system of coding has a combination of three letters and three numbers, which have a specific meaning. For example, the following course "Introduction to Accounting" offered in the Diploma first year, semester one by the Department of Business Administration is coded as ACC 051. The specific meaning is provided in 22.1 and 22.2 below.

22.1 Course/Module Coding for Non-degree programmes

In addition to the three letters, courses in non-degree programmes levels shall be coded as follows:

- 04** Represents the respective NTA Level 4. (E.g. ACC 041)

- 05** Represents the respective NTA Level 5 (E.g. ACC 051)
- 06** Represents the respective NTA Level 6. (E.g. ACC 061)

Where in ACC 041, for example:

ACC shall represent the name of the course/module.

0 shall represent the non-degree programme.

4 shall represent the NTA Level

1 shall represents the serial number to which a particular module is assigned in the Department.

22.2 Course Coding for Degree programmes

22.2.1 For all degree programmes, the course code numbers after the three letters shall be as follows:

1. The letter shall represent the subject of study (e.g. ACC shall mean Accounting, KIS shall mean Kiswahili and so on)
2. The first digit shall represent year of study of the Bachelor degree (1 = 1st year, 2 = 2nd year, 3 = 3rd year and 4 = 4th year for four years programmes)
3. The second digit shall represent the semester of study (1st semester = 1, 2nd semester = 2)
4. The third digit shall represent the course number in the department or in the subject of study

22.2.2 For example, ACC 111 Principles of Accounting will mean that this is an Accounting course for first year, first semester, and is listed as course number 1 in the Accounting subject

22.2.3 For postgraduate diploma the year of study will be represented by 5, and for Master programme the year of study shall be represented by number 6. In case there are courses in the second year then a number 7 can be used to represent the second year of study. For example ACC 511 shall mean as postgraduate diploma course and ACC 611 shall mean a Master degree course.

23.0 Academic Programme Structure

23.1 Faculty of Theology

23.1.1 Degree Programmes

Bachelor of Theology (BTh).

Programme Aims

The curriculum for the degree of Bachelor of Theology extends over a minimum of three academic years of full-time study. It is intended to Educate and form candidates for official, ordained ministries of instruction and leadership in the church as pastors, evangelists, and teachers. It focuses on preparing graduates to meet the requirements for ordination as ministers of the Word, particularly in the Lutheran Church as well as other evangelical churches.

Programme Learning Outcomes

- a) Demonstrate knowledge of the basic categories of theological reflection: biblical, Historical, systematic and ethical;
- b) Demonstrate basic competence in at least one of the Biblical Languages of Hebrew or Greek
- c) Analyze texts for their theological content according to their particular literary genres and Historical contexts;
- d) Utilize effective theological methods of research and argumentation.
- e) Demonstrate ability to evaluate doctrinal arguments for their theological consequences and articulate and deploy systematic theological knowledge to a range of doctrinal, ethical and practical issues.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
BIST 110	Survey of the Old Testament	10 cr
HICH 112	HISTORY of Christianity during, Medieval and Reformation	10cr
PRTH 113	Methods of Teaching	10cr
SOST 114	Social Studies: Sociology and Psychology	10cr
COSK 115	Communication Skills	10cr
Electives (Choose One)		
GRNT 116:	Introduction to Greek New Testament I	10cr
BILA 116:	Introduction to Biblical Hebrew I	10cr

Total Credit	60
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Year 1: Semester II

Course Code	Course Name	Credits
BIST 121	Survey of the New Testament	10cr
SYTH 122	Doctrine of the Triune	10cr
PRTH 123	Worship and Liturge	10cr
ILST 124	Information Literacy and Study Methods	10cr
PRAC 125	Field Attachment	10cr
GRNT 126	Greek New Testament I	10cr
GRNT 126	Greek New Testament II	10cr
Total Credits		70

Year 2: Semester I

Course Code	Course Name	Credits
BIST 211:	Biblical Excegesis : Old Testament	10cr
HICH 212:	Modern HSTory of Christianity in Africa	10cr
SYTH 213:	Ancient Doctrine of the Church	10cr
PRTH 214:	Principles Preaching Methods	10 cr
PHIL 215:	Introduction to Philosopy	10cr
RES 216:	Research Methods	10cr
Total Credits		60

Year 2 Semester II

Course Code	Course Name	Credits
BIST 221	Biblical Excegesis: New Testament	10cr
SYTH 222	Christian Ethics	10cr
PRTH 223	Counselling Methods	10cr
RES 224	Research Proposal Writing	10cr
LITH 225	Land and Family Law for Theologians	10cr
PRAC 226	Field Attachment and Seminar	10cr
Total Credit:		60

Year 3 Semester I

Course Code	Course Name	Credits
BIST 311	Theology of the New Testament	10cr
BIST 312	Synoptic Gospels and Acts	10 cr
PRTH 313	Stewardship	10cr
SYTH 314	Christianity and other faith	10cr
PRTH 315	Mission-ology	10 cr
CHMA 316	Church Management	10cr
Total Credits		60

Year 3: Semester II

Course Code	Course Name	Credits
BIST 321	Pauline Writings and Theology	10cr
SYTH 322	African Christian Theology	10 cr
RES 323	Research report writing	20cr

EPPM 324	Entrepreneurship and project management	10cr
AFRE 325	African Religion	10cr
Total Credits		60

23.1.2 Non-Degree Programmes

Diploma in Theology (DTH)

Programme Aims

The Ordinary Diploma in theology aims to lay a biblical and theological foundation for persons with intent to serve in the ministry. The program offers an opportunity to deepen students' understanding of religious traditions and the impact that they have had and continue to have, on the world in which we live today. Students grow intellectually and spiritually through the outcome of content, competence and context.

Programme Learning Outcomes

This Diploma programme is designed to enable students to:

- a) acquire the knowledge, skills and values which they need by do theology in their own contexts and in other less familiar contexts;
- b) think more deeply and critically about Scripture, the Church, and a variety of contexts;
- c) to put into practice – in church and community contexts – what they have learnt;
- d) stimulate and develop their personal spirituality as they learn to incorporate their studies into their life and ministry;
- e) develop basic academic disciplines and competencies that will enable them to continue with further study within the National Qualifications Framework, should they wish to do so.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
BIS 110	Survey of the Old Testament	10 cr
HIC 112	History of Christianity during, Mediaval and Reformation	10cr
PRT 113	Methods of Teaching	10cr
SOS 114	Social Studies: Sociology and Pyschology	10cr
COS 115	Communicatgion Skills	10cr
<i>Electives (Choose One)</i>		
GNT 116:	Introduction to Greek New Testament I	10cr
BIH 116:	Introduction to Biblical Hebrew I	10cr
Total Credit		60

Year 1: Semester II

Course Code	Course Name	Credits
BIS 121	Survey of the New Testament	10cr
SYT 122	Doctrine of the Triune	10cr
PRT 123	Worship and Liturgy	10cr
ILS 124	Information Literacy and Study Methods	10cr
PRA 125	Field Attachment	10cr
GNT 126	Greek New Testament I	10cr
GNT 126	Greek New Testament II	10cr
Total Credits		70

Certificate in Theology (CTHEO)

Programme Aims

Certificate in Theology programme at University of Iringa will introduce you to the study of Theology as a subject discipline, bringing together cognate strands of theology, especially biblical studies, Historical and systematic theology, practical theology and religious studies. The course is designed to equip you for further study in Theology, including possible progression to the Ordinary Diploma in Theology (depending on your results in the Certificate).

Programme Learning Outcomes

The Certificate in Theology program is designed to:

- Enable learners to enter church ministry
- Improve performance in church ministry
- Serve as continuing Education Avenue for church workers

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
HIT 010	Historia ya Israel	3cr
UK 011	Utangulizi wa Agano la Kale	3cr
UJ 012	Utangulizi wa Agano Jipya-Injili	3cr
MF 015	Mbinu za Kufafanua Biblia	3cr
KIZ 016	Kiingereza	3cr
HSK 017	Historia ya Kanisa	3cr
NYA 013	Nyaraka Mbalimbali	3cr
MTO 014	Matendo ya Mitume	3cr
Total Credits		24

Year 1: Semester II

Course Code	Course Name	Credits
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ELI 020	Elimu ya Imani	3cr
MAH 021	Mahubiri	3cr
KIZ 022	Kiingereza II	3cr
FAL 023	Falsafa	3cr
SLA 024	Sosholojia	3cr
SK 025	Saikolojia	3cr
UYA 026	Semina ya Uandishi	3cr
KNU 027	Kanisa na Uamsho	3cr
Total Credits		24

Year 2: Semester I

Course Code	Course Name	Credits
DMB 030	Dini Mbalimbali	3cr
EYK 035	Elimu ya Kikristo	3cr
EYM 031	Maadili ya Kikristo	3cr
IBM 034	Ibada na Muziki	3cr
MB 032	Kiingereza	3cr
TH 033	Theologia ya Dini ya Kiafrika	3cr
UC 037	Uchumi	3cr
UT 036	Utunzaji Kichungaji	3cr
Total Credits		24

Year 2: Semester II

Course Code	Course Name	Credits
EC 043	Ekumenea	3cr
TA 042	Theologia ya Agano Jipya	3cr
TK 041	Theologia ya Agano la Kale	3cr
UI 040	Uinjilisiti na Udiakonia	3cr
UO 044	Uongozi	3cr
UR 046	Uraia	3cr
UW 045	Uwakili	3cr
Total Credits		21

23.2 Faculty of Business And Economics (FaBEC)

23.2.1 Postgraduate Degree Programmes

Master of Business Administration (MBA) Degree

General Programme Aims

The objective of the MBA program is to Educate and prepare a diverse group of men and women with the knowledge, analytical ability, and management perspectives and skills needed to provide leadership to organizations competing in a world increasingly characterized by diversity in the workforce, rapid technological change, and a fiercely competitive global marketplace. The University of Iringa MBA is designed to prepare students for careers in management and leadership in both the private and public sectors. Students acquire a comprehensive foundation in the fundamentals of business, the global environment in which they will function, and the analytical tools for intelligent decision-making

Programme Learning Outcomes

Upon completion of the MBA program, students will:

- a) demonstrate the ability to identify analyze and solve complex business problems using quantitative methods, statistical analyses and information technology.
- b) demonstrate the ability to reflect and draw on coursework and life experiences in making managerial decisions in competitive and uncertain business environments.
- c) integrate knowledge of the core business functions to solve complex, ambiguous and unfamiliar management problems.
- d) be able to recognize ethical issues, propose solutions to an ethical dilemma and use ethical reasoning to justify the solutions.
- e) Demonstrate effective written forms of communication and oral business presentations
- f) Implement leadership skills to work effectively within diverse teams
- g) Apply decision-making techniques, both quantitative and qualitative analysis, to management issues

MBA Programme Options

Master of Business Administration in Finance (MBA-FIN)

Programme aims

MBA in Finance programs train graduates to successfully oversee and manage finance and accounts for any organization. The programme also provides students with knowledge and skills to demonstrate proficiency in accounting, critical thinking, communication, and budgeting. The programme prepares graduates to work as financial advisors, hedge fund managers, stock traders and equity analysts, among many others.

Programme Learning Outcomes

Upon completion of the Master of Business Administration with a specialization in Finance programme, students will be able to:

- a) Apply finance theory/ concepts, techniques and models for qualitative and quantitative analysis. Communicate complex financial information and analysis effectively both in speaking and writing.
- b) Apply financial knowledge/skills and an ethical compass to guide business decisions in academic simulations or real-world professional environments.
- c) Formulate financial management solutions based on qualitative and quantitative analysis
- d) Synthesize the finance concepts and analytical methods in a variety of applications for effective portfolio management and wealth planning.
- e) Apply management accounting techniques to improve the effectiveness and efficiency of an organization.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
FIN 611	Accounting and Finance for Managers	12cr
MAK 611	Marketing Management	12cr
MAT 611	Quantitative Techniques	12cr
MGT 611	Management and Organizational Behaviour	12cr
MGT 612	Strategic Management	12cr
MGT 613	Operations Management	10cr
Total Credits		70

Year 1: Semester II

Course Code	Course Name	Credits
FIN 621	Public Finance, Budgeting and Financial Institutions	10cr
FIN 622	Strategic Financial Management	10cr
FIN 623	Financial Analyses, Interpretation and Reporting	10cr
FIN 624	Investment Analysis and Portfolio Management	10cr
FIN 625	International Financial Management	10cr
RES 621	Research Methods	10cr
Total Credits		60

Year 2: Semester I

Course Code	Course Name	Credits
RES 622	Research Seminar	10 cr
Total Credits		10

Year 2: Semester II

Course Code	Course Name	Credits
RES 623	Dissertation	50cr
Total Credits		50

Master of Business Administration in Marketing (MBA-MAK)

Programme Aims

The university of Iringa MBA in Marketing is generally a 2-year program that prepares students for careers in marketing. Some career options include marketing managers, brand managers, sales managers, and digital marketing managers. The programme prepares students to develop marketing skills and understand consumer behavior; develop the capacity to identify marketing problems and develop alternative solutions to solve them; and equip students with skills to identify and solve complex marketing problems.

Programme Learning Outcomes

Upon completion of the Master of Business Administration (MBA), with a specialization in Marketing programme, students will be able to:

- a) Articulate core marketing strategy principles and how marketing drives value.
- b) Apply analytical methods to organize and interpret data, generate consumer insights, and translate into effective marketing strategies.
- c) Articulate specific marketing decisions (product, price, place/ distribution, promotion) and their role in overall marketing strategies, and demonstrate how marketing decisions follow from choices with regard to segmentation and positioning.
- d) Demonstrate effective communication and leadership skills to influence others and drive organizational change.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
FIN 611	Accounting and Finance for Managers	12cr
MAK 611	Marketing Management	12cr
MAT 611	Quantitative Techniques	12cr
MGT 611	Management and Organizational Behaviour	12cr
MGT 612	Strategic Management	12cr
MGT 613	Operations Management	10cr
Total Credits		70

Year 1: Semester II

Course Code	Course Name	Credits
MAK 621	Services and Social Marketing	10cr
MAK 622	Marketing Communication and Brand Management	10cr
MAK 623	Marketing Research	10cr
MAK 624	Innovation and Entrepreneurship	10cr
MAK 625	International Marketing	10cr
RES 621	Research Methods	10cr

Total Credits	60
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Year 2: Semester I

Course Code	Course Name	Credits
RES 622	Research Seminar	10cr
Total Credits		10

Year 2: Semester II

Course Code	Course Name	Credits
RES 623	Dissertation	50cr
Total Credits		50

Master of Business Administration in Human Resource Management (MBA- HRM)

The primary objective of the University of Iringa MBA Human Resource Management programme is providing students with knowledge and skills to ensure a seamless experience for the staff and other people associated with management and accomplish organizational goals. It prepares students to ensure the effective handling of employees and acknowledging their requirements for maintaining a positive work culture as well as ensuring the availability of resources, easy access to data, on-time payroll, and ensuring compliance.

Programme Learning Outcomes

Upon completion of the Master of Business Administration (MBA), with a specialization in Human Resources Management (HRM) programme, students will be able to:

- a) demonstrate in-depth and detailed functional knowledge of the fundamental theoretical concepts and practical issues of the dynamic, ever changing business world and cater to all HR areas of the organization.
- b) Apply specific HR skills in planning and functional decision making like-Training, development, Management of Industrial Relations, and other emerging HR areas.
- c) Design the training programmes to address the needs identified and execute the training by adopting suitable method, technique and training aids.
- d) Design the compensation strategy for attracting, retaining and motivating high quality workforce.
- e) Enhance the necessary critical thinking skills in order to evaluate different labour laws for harmonious employee – management relations.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
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FIN 611	Accounting and Finance for Managers	12cr
MAK 611	Marketing Management	12cr
MAT 611	Quantitative Techniques	12cr
MGT 611	Management and Organizational Behaviour	12cr
MGT 612	Strategic Management	12cr
MGT 613	Operations Management	10cr
Total Credits		70

Year 1: Semester II

Course Code	Course Name	Credits
HRM 625	Strategic Human Resources Management	10cr
HRM 626	Employee Training and Development	10cr
HRM 627	Performance Management and Rewards Systems	10cr
HRM 628	Labour Laws and Employment Regulations	10cr
HRM 629	International Human Resources Management	10cr
RES 621	Research Methods	10cr
Total Credits		60

Year 2: Semester I

Course Code	Course Name	Credits
RES 622	Research Seminar	10cr
Total Credits		10

Year 2: Semester II

Course Code	Course Name	Credits
RES 623	Dissertation	50cr
Total Credits		50

Master of Business Administration in Procurement and Supply Chain Management (MBA-PSM)

Programme Aims

The University of Iringa MBA Procurement and Supply Chain Management is a specialization taught under the Master's qualification in Business that emphasizes procurement and supply chain management competencies and knowledge required by the industry as necessary for successful strategic business management. The programme prepares students to be able identify what the company needs, where to find it, and how to get it at the best possible acquisition cost. It helps students to acquire skills to develop a network of contacts within the industry that can be beneficial professionally. and enhances an awareness of using technology to streamline supply chain operations.

Programme Learning Outcomes

Upon completion of the Master of Business Administration (MBA), with a specialization in Procurement and Supply Chain Management programme, students will be able to:

- a) Demonstrate knowledge of fundamental supply chain management concepts.
- b) Apply knowledge to evaluate and manage an effective supply chain.
- c) Appreciate the foundational role of logistics as it relates to transportation and warehousing.
- d) Apply critical management skills such as negotiating, working effectively within a diverse business environment, ethical decision making and use of information technology.
- e) Apply skill in aligning the management of a supply chain with corporate goals and strategies.
- f) Analyze and improve the organization's supply chain processes.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
FIN 611	Accounting and Finance for Managers	12cr
MAK 611	Marketing Management	12cr
MAT 611	Quantitative Techniques	12cr
MGT 611	Management and Organizational Behaviour	12cr
MGT 612	Strategic Management	12cr
MGT 613	Operations Management	10cr
Total Credits		70

Year 1: Semester II

Course Code	Course Name	Credits
PSM 621	Procurement Practices and Systems	10cr
PSM 622	Strategic Procurement Management and Supply Chain Management	10cr
PSM 623	Inventory Management and Control	10cr
PSM 624	Management of Procurement Contracts	10cr
PSM 625	International Procurement and Logistics	10cr
RES 621	Research Methods	10cr
Total Credits		60

Year 2: Semester I

Course Code	Course Name	Credits
RES 622	Research Seminar	10cr
Total Credits		10

Year 2: Semester II

Course Code	Course Name	Credits
RES 623	Dissertation	50cr
Total Credits		50

Post Graduate Diploma in Business Administration (PGDBA)

Programme Aims

Post Graduate Diploma in Business Administration (PGDBA) is a one-year programme designed to provide students with an advanced understanding in business management and administration. The programme provides a comprehensive overview on the principles and practices of business management, baring on the latest research and best practices. The curriculum provides an in-depth analysis on subjects such as accounting, finance, marketing, operations, organizational behaviour and human resource management.

Programme learning Outcomes

Upon completion of the Post Graduate Diploma in Business Administration, students will be able to:

- a) Develop a better understanding of the corporate world, its structure, roles and responsibilities.
- b) apply the principles of human resource management to the organization
- c) Analyze the organization’s internal and external environment and develop various strategies that can be adopted for achieving the goal o the organization.
- d) Demonstrate the ability to plan, organize and control resources for the efficient and successful management of a business.
- e) Understand the importance of corporate social responsibility and sustainability.

Programme Structure

Year 1 Semester I

Course Code	Course Name	Credits
ACC 511	Principles of Accounting	3cr
ECO 511	Managerial Economics	3cr
ECO 512	International Trade	3cr
ENT 511	Entrepreneurship	3cr
LAW 511	Business Law	3cr
MGT 512	Strategic Management	3cr
Total Credits		18

Year 1: Semester II

Course Code	Course Name	Credits
ECO 523	Macroeconomics	3cr
MGT 523	Project Planning Management	3cr
MGT 524	Industrial Relations	3cr
MGT 525	Financial Management	3cr
MGT 526	Human Resource Management	3cr
MKT 521	Marketing Management	3cr
ORG 521	Organizational Behaviour	3cr
Total Credits		21

23.2.2 Undergraduate Degree Programmes

Bachelor of Business Administration (BBA)

Programme Aims

The BBA programme of the University of Iringa is a three-year full-time programme designed to provide students with an understanding of business functions, developing critical and analytical thinking abilities and enhancing interpersonal skill development. The programme also enables students to acquire knowledge and skills for understanding and identifying different business opportunities for self employment and for providing practical business solutions to enterprises using innovative, interdisciplinary, and technological approaches.

Programme Learning outcomes

Upon completion of the Bachelor of Business Administration programme, students will be able to

- Apply appropriate analytical tools to comprehend, analyze, and critically evaluate complex and unstructured qualitative and quantitative business problems.
- Comprehend the challenges and opportunities of leading and working in inclusive and diverse teams and environments.
- Demonstrate an operating knowledge of integrated business information systems implementation in a business environment.
- Demonstrate business specific skills and competencies in Accounting, Economics, Management, Quantitative Analysis, Finance, Marketing, Legal and Social Environments, Sustainability.
- Demonstrate interpersonal and communication skills in a team setting.

Programme Structure

Year I: Semester I

Course Code	Course Name	Credits
ACC 101	Basic Financial and Government Accounting	4cr
COM 111	Business Communication and Soft Skills	4cr
ECO 111	Microeconomics	4cr
FPE 111	Foundations of Faith and Professional Ethics	3cr
MIS 111	Management Information System and Computer Applications	3cr
MKT 111	Principles of Marketing	3cr
STA 111	Business Mathematics	4cr
Total Credits		25

Year 1: Semester II

Course Code	Course Name	Credits
DST 121	Development Studies	3cr
ECO 121	Macroeconomics	4cr

ICT 121	Information Technology II	3cr
LAN 122	Business Communication Skills II	3cr
LAW 121	Business Law II	4cr
MGT 121	Principles of Management	3cr
PMM 121	Principles of Procurement and Supplies Management	3cr
STA 122	Statistics and Probability	4cr
Total Credits		27

Year 2: Semester I

Course Code	Course Name	Credits
ENT 211	Entrepreneurship and Business Management	3cr
ACC 213	Cost Accounting	4cr
HRM 211	Human Resource Management	4cr
MKT 211	Marketing Management	4cr
MKT 212	Marketing Research	3cr
OGB 211	Organisational Behaviour	4cr
PPM 211	Procurement Management	4cr
PPM 212	Strategic Procurement	3cr
PUB 211	Public Administration and Local Governance	3cr
STA 213	Quantitative Methods	4cr
Total Credits		36

Year 2: Semester II

Course Code	Course Name	Credits
FIN 202	Financial Management	4cr
ICT 222	E-commerce	3cr
MGT 222	Production and Operational Management	4cr
STA 224	Operations Research	3cr
HRM 221	Industrial Relations and Labour Law	4cr
MKT 221	Services Marketing	4cr
MKT 222	Marketing Communication	3cr
PMS 221	Procurement and Supplies Audit	4cr
PMS 222	Inventory Control and Management	3cr
PUB 222	Public Policy	3cr
Total Credits		35

Year 3: Semester I

Course Code	Course Name	Credits
MGT 301	Project Planning and Management	3cr
MGT 311	Strategic Management	4cr
MGT 313	International Business	4cr
RES 311	Research Methods	4cr
HRM 311	Appraisal Management Systems	4cr
MGT 314	Change Management	3cr
MKT 311	International Marketing	3cr

MKT 312	Sales Management	4cr
PMS 311	International Procurement Management	3cr
PMS 312	Public Procurement	3cr
Total Credits		35

Year 3: Semester II

Course Code	Course Name	Credits
PRT 321	Practical Training	4cr
RES 322	Research Project	20cr
Total Credits		24

Bachelor of Business in Marketing (BBM)

Programme Aims

The programme is designed to expose a student to knowledge and skills for understanding and identifying different marketing opportunities for self employment and for providing practical business marketing solutions to enterprises using innovative, interdisciplinary, and technological approaches. The student will learn how to influence buyer behavior, analyze markets, develop marketing strategies, create marketing plans, calculate pricing, and interpret market research. They will gain a solid understanding of all business activities under the marketing umbrella—from the identification and selection of target markets, to the development, pricing, placement and promotion of goods and services, and the management of relationships among business partners and their customers.

Programme Learning Outcomes

Upon completion of the Bachelor of Business Administration in Marketing programme, students will be able to:

- a) Demonstrate the ability to formulate and implement marketing strategies related to product, place/distribution, price, promotion.
- b) Demonstrate the ability to evaluate and analyze appropriate market segments and generate effective marketing plans.
- c) Locate, evaluate, and leverage relevant sources to determine and support their marketing actions.
- d) Apply analytical rigor to marketing decisions.
- e) Apply qualitative and quantitative skills to consolidate, synthesise, and analyse business information for marketing purposes.

Programme Structuree

Year 1: Semester I

Course Code	Course Name	Credits
ECO 111	Microeconomics	10cr

MKT 112	Sales Management	8cr
COM 111	Business Communication and Soft Skills	8cr
MIS 111	Management Information System and Copmuter Applications	8cr
MAT 111	Business Mathematics	10cr
ACC 111	Priciples of accounting I	10cr
MKT 111	Principles of Marketing	10cr
Total Credits		64

Year 1: Semester II

Course Code	Course Name	Credits
DST 121	Development Studies	8cr
ECO 121	Macroeconomics	10cr
LAW 121	Business Law	8cr
MGT 121	Principles of Management and Business Ethics	10cr
STA 122	Business statistics and Probability	10cr
FPE 121	Foundation of Faith and Professional Ethics	8cr
MKT – 121	Marketing Management	10cr
Total Credits		64

Year 2: Semester I

Course Code	Course Name	Credits
ACC - 211	Cost Accounting	10cr
ORB – 211	Organisation Behaviour	8cr
MKT – 211	Service Marketing	10cr
ENT - 211	Entrepreneurship and Business Management	10cr
MKT -212	Marketing Distribution System	8cr
STA-211	Quantitative Techniques	10cr
MKT -213	Product and Brand Management	8cr
Total Credits		64

Year 2: Semester II

Course Code	Course Name	Credits
STA 221	Operations Research	10cr
MGT 222	Operations Management	8cr
ICT 221	E- Commerce	8cr
MKT 223	Interactive and Digital Marketing	8cr
FIN 221	Financial Management	8cr
MKT 224	Integrated Marketing Communication	10cr
MKT 221	Industrial and Social Marketing	8cr
Total Credit 60		

Year 3: Semester I

Course Code	Course Name	Credits
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MGT	313	International Business	9cr
MGT	312	Strategic Management	10cr
MKT	314	Strategic Marketing	8cr
MKT	311	Project Planning and Management	8cr
RES	311	Research Methods	10cr
MKT	312	International Marketing	8cr
MKT	313	Marketing Research	10cr
Total Credits			63

Year 3: Semester II

Course Code	Course Name	Credits
PRT 321	Practical Training	24cr
RES 322	Research Project	40cr
Total Credits		64

Bachelor of Business in Human Resource Management (BHR)

Programme Aims

The main objectives of this course are to make student to be able to understand the functions, systems, policies and applications of Human Resource Management in organizations, and have an overview of theoretical foundations of key areas associated with HR development in the organizations, It is also designed to provide students with HR knowledge and skills and proote their ability to assess the constraints and opportunities associated with managing employees in different socio-economic and political contexts and enable them to understand human resource management principles to become effective organizational actors.

Programme Learning Outcomes

Upon completion of the Bachelor of Business in Human Resources Management programme, students will be able to:

- a) Demonstrate knowledge of HR planning, recruiting, selection, training, development, compensation, benefits, performance management, and employee disciplinary systems.
- b) Demonstrate knowledge of behavioral and human resource management issues in organizations.
- c) Apply HR laws to decisions involving the organization's human resources
- d) Demonstrate ability to handle employee issues and evaluate the new trends in HRM

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
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HRM 111	Introduction to Human Resource Management	10cr
ACC 112	Principles of Financial Accounting	10cr
QMT 111	Business Mathematics	10cr
ICT 111	Management Information System and Computer application	8cr
COM 111	Business communication and Soft Skills	8cr
ECO 111	Microeconomics I	10cr
DST 111	Development Studies	8cr
BUS 111	Principles of Marketing	10cr
Total Credits		74

Year 1: Semester II

Course Code	Course Name	Credits
MGT 121	Principles of Management and Business Ethics	10cr
FPE 121	Foundations of Faith and Professional Ethics	10cr
ECO 121	Macroeconomics I	10cr
COM 121	Business Communication II	10cr
LAW 121	Business Law	10cr
QMT 121	Business Statistics and Probability	10cr
Total Credits		60

Year 2: Semester I

Course Code	Course Name	Credits
BUS 211	Entrepreneurship and Business Management	10cr
HRM 212	Strategic Human Resources Management	10cr
PUB 213	Public Administration and Public Governance	10cr
QMT 211	Quantitative Methods	10cr
ACC 211	Cost Accounting	10cr
PUB 211	Organisation Behaviour	10cr
Total Credits		60

Year 2: Semester II

Course Code	Course Name	Credits
POM 221	Operations Management	10cr
ACC 221	Financial Management	10cr
HRM 221	Industrial Relations and Labour Laws	10cr
HRM 222	Contemporary Issues in Human Resources Management	10cr
HRM 223	Performance Management	10cr
MGT 224	Change Management	10cr
Total Credits		60

Year 3: Semester I

Course Code	Course Name	Credits
ECO 311	Project Planning and Management	10cr
BUS 312	Strategic Management	10cr

BUS 311	International Business	10cr
RES 311	Research Methods	10cr
HRM 312	Global Human Resources Management	10cr
MGT 313	Human Resources Planning and Development	10cr
Total Credits		60

Year 3: Semester II

Course Code	Course Name	Credits
PRT 321	Practical Training	24cr
RES 321	Research Project	40cr
Total Credits		64

Bachelor of Applied Marketing and Entrepreneurship (BAME)

Programme Aims

The Bachelor of Applied Marketing and Entrepreneurship is intended to develop a student's business ability so that at the end, he/she will be able to set up and run his/her own enterprise and/or work entrepreneurially in any organization, whether private or public. The programme prepares a student, working in his/her team enterprise, to embark on a unique journey into the world of marketing and entrepreneurship. The programme also prepares a student to be a responsible citizen and become an active member of the national and global society

Programme learning Outcomes

Upon completion of the Bachelor of Applied Marketing and Entrepreneurship programme, students will be able to:

- a) gain an in-depth understanding of the theories and dynamics of entrepreneurship • develop skills to identify, analyse and solve entrepreneurial challenges within new and established organisations
- b) understand market dynamics, trends and opportunities that can be utilised for further business development
- c) explore the unique challenges that come with the development of new ventures or start-ups.
- d) develop a broad and coherent knowledge of the environmental, social and financial impacts of business decision.
- e) demonstrate ability to understanding how corporate and individual actions influence the markets in micro and macroeconomic areas; understanding financial markets;
- f) analyze the structure and dynamics governing a company and its interactions with various markets in order to make coherent and appropriate management decisions.

Programme Structure

Year 1: Semester 1

Course Code	Course Name	Credits
ENT 111	Entrepreneurship: Basics Practice	10cr
TS 111	ICT Skills	10cr
FBE 111	Foundation of Faith and Business Ethics	10cr
MAK 111	Principles of Marketing and Sales	10cr
ACF 111	Applied Bookkeeping	10cr
MAK 111	Principles of Marketing and Sales	12cr
IBCM 111	Business Communication and Soft Skills	12cr
T LS 111	Teamwork and Team Learning Skills	10cr
Total Credits		84

Year 1: Semester II

Course Code	Course Name	Credits
PMG 121	Project Management	10cr
DST 121	Development Studies	10cr
MG 121	Principles of Leadership and Management	12cr
LAW 121	Business Law	10cr
EC0 121	Principles of Economics	10cr
BMS 121	Principles of Business Mathematics and Statistics	10cr
Total Credits		62

Year 2: Semester I

Course Code	Course Name	Credits
BPL 211	Business Planning	10cr
EMG 211	Event Management	10cr
LMG 211	Team Leadership	10cr
<i>Electives (Select Two)</i>		
ORG 211	Organization Behaviour	10cr
PMG 211	Performance Management	10cr
MAK 211	Applied Marketing Management	10cr
MAK 212	Applied Marketing Communicatins	10cr
ACF- 211	Financial Accounting	10cr
ACF 212	Taxation	10cr
Total Credits		62

Year 2: Semester II

Course Code	Course Name	Credits
ACF I:	Financial Management	10cr
MAK 221	Applied Small Business Marketing Strategies and Tactics	10cr
PCS 221	Professional Consultation Skills	12cr
SSE 221	Social and Sustainable Entrepreneurship	10cr

<i>Electives (Select Two)</i>		
CMG 221	Change Management	10cr
HRP 221	Human Resource Planning and Development	10cr
MAK 222	Marketing Research	10cr
MAK 223	Applied Industrial and Social Marketing	10cr
ACF 222	Cost and Management Accounting	10cr
ACF 223	Financial Institutions, Money and Banking	10cr
Total Credits		62

Year 3: Semester I

Course Code	Course Name	Credits
SMG 311	Strategic Management	10cr
BPN 311	Business Partnerships and Networking	10cr
OMG 311	Operations Management	10cr
RSM 311	Research Methodology and Scientific Mindset	10cr
IPT 311	International Project	10cr
<i>Electives (Select Two)</i>		
IHR 311	International Human Resource management	10cr
ACF 311	International Finance	10cr
MAK 311	International Marketing	10cr
Total Credits		70

Year 3: Semester II

Course Code	Course Name	Credits
RES 321:	Reserch Project	30cr
PRT 321	Practical Training	30cr
Total Credits		60

Bachelor of Science in Accounting and Finance (BAF)

Programme Aims

The BSc degree in Accounting and Finance is ideal for anyone aiming for a career in this field. This course will provide you with essential financial and management accounting skills, as well as a strong, broad and practical knowledge of the world of finance. The overall aim of the programme is to enable students to acquire the skills relating to key inter-connected disciplines applicable to a range of commercial and non-commercial sectors. It provides knowledge for entry into self employment or employment and provide practical business solutions using innovative, interdisciplinary, and technological approaches. It also gives a student the chance to advance to professional qualifications or masters degree programmes as well as enhancing the chances to advance to professional qualifications or masters degree programmes.

Programme Learning Outcomes

Upon completion of the Bachelor of Science in Accounting and Finance, students will be able to:

- a) Critically evaluate accounting concepts and principles and their application in solutions to practical accounting problems, and prepare financial statements of entities, including groups of companies, using relevant financial information, accounting techniques and standards
- b) Analyse and interpret financial statements of entities, apply and evaluate financial reporting principles and practices in a range of business contexts and situations
- c) Apply financial management techniques to issues affecting investment, financing, and dividend policy decisions of an organisation
- d) Evaluate and explain the importance of taxation to personal and corporate financial management.
- e) Explain the process of carrying out the assurance (audit) engagement and its application in the context of the professional (audit) regulatory framework
- f) Apply relevant knowledge, skills and exercise professional judgement as expected of a senior financial executive or advisor, in taking or recommending decisions relating to the financial management of an organisation

Programme Structure

YEAR 1 Semester I

Course Code	Course Name	Credits
ACC 111	Principles of Accounting I	10cr
COM 111	Business Communication and Soft Skills	8cr
ECO 111	Micro-economics	10cr
MIS 111	Management Information System and Computer Applications	8cr
MKT 111	Principles of Marketing	10cr
STA 111	Business Mathematics	10cr
Total Credits		66

Year 1: Semester II

Course Code	Course Name	Credits
ACC 122	Principles of Accounting II	10cr
DST 121	Development Studies	8cr
ECO 121	Macro-economics I	10cr
LAW 121	Business Law	8cr
MGT 121	Principles of Management and Business Ethics	10cr
FPE 121	Foundation of Faith & Professional Ethics	8cr
STA 121	Statistics and probability	10cr
Total Credits		64

Year 2: Semester I

Course Code	Course Name	Credits
ACC 213	Auditing Theory and Practice	10cr
ACC 212	Financial Accounting I	10cr
ACC 213	Cost Accounting	10cr
ENT 211	Entrepreneur-ship & Business Management	10cr
FIN 211	Financial Institutions, Money and Banking	10cr
STA 211	Quantitative Techniques	10cr
Total Credits		60

Year 2: Semester II

Course Code	Course Name	Credits
ACC 221	Financial Accounting II	10cr
ACC 223	Auditing and Assurance Services	10cr
ACC 222	Taxation and Public Finance	10cr
ACC 224	Managerial Accounting	10cr
FIN 221	Corporate Finance	10cr
STA 221	Operations Research	10cr
Total Credits		60

Year 3 Semester I

Course Code	Course Name	Credits
ACC – 313	Financial Reporting and Interpretation	10cr
ACC 311	Financial Accounting III	10cr
ACC- 312	Public Sector Accounting	10cr
FIN 311	International Finance	10cr
MGT – 312	Strategic Management	10cr
RES – 311	Research Methods	10cr
Total Credits		60

Year 3: Semester II

Course Code	Course Name	Credits
RES 321:	Reserch Project	30cr
PRT 321	Practical Training	30cr
Total Credits		60

Bachelor of Procurement and Supply Chain Management (BPSM)

Programme Aims

This programme aims to train well-equipped, skilled, and knowledgeable professionals who can help organizations effectively manage their procurement and supply chain processes, reducing costs, and improving overall efficiency. The degree prepares students for the use of technology in

procurement and supply chain management, including data analysis and process automation. The graduates can find careers in various industries such as manufacturing, retail, healthcare, technology, and government; occupying various job positions. Besides, the programme provides knowledge for entry into self employment and also enables a student to advance to professional qualifications or to master's degree programmes,

Programme Learning Outcomes

Upon completion of the Bachelor of Procurement and Supply Chain Management, students will be able to:

- a) Demonstrate ability to develop a comprehensive understanding of procurement and supply chain management concepts and apply them in real-world situations.
- b) Apply knowledge and skills to negotiate contracts, select suppliers, and manage supplier relationships.
- c) Develop effective supply chain strategies, optimize logistics, and evaluate risks in supply chains.
- d) Apply technology to manage procurement and supply chain processes and communicate effectively with stakeholders.
- e) Demonstrate understanding and compliance with relevant rules, regulations, laws, and ethical standards in procurement and supply chain management.

Programme Structure

Year I Semester I		
Course Code	Course Name	Credits
PSM 111	Principles of Management	10cr
MKT 111	Principles of Marketing	10cr
ECO 111	Micro- Economics	10cr
STA 111	Business MATematics	10cr
ACC 101	Basic Financial & Government Accounting	10cr
COM 111	Business Communication & Soft Skills	8cr
MIS 111	Information Management & Computer Application	8cr
Total Credits		66

Year 1: Semester II		
Course Code	Course Name	Credits
PSM 121	Sourcing and Negotiation	10cr
PMS 122	Principles of Stores Administration	10cr
STA 121	Business Statistics and Probability	10cr
LAW 121	Business Law	8cr
MGT 121	Principles of Management	10cr

FPE 121	Foundations of Faith and Ethics	8cr
DST 121	Development Studies	8cr
Total Credits		64

Year 2 Semester I

Course Code	Course Name	Credits
PSM 231	Transportation	10cr
PSM 232	Warehousing Management	8 cr
PSM 233	E- Procurement	8cr
STA 224	Operations Reserch	10cr
ACC 211	Cost Accounting	10cr
ENT 211	Entrepreneurship & Business Management	10cr
ORB 211	Organization Behaviour	8cr
Total Credits		64

Year 2: Semester II

Course Code	Course Name	Credits
PSM 241	International Procurement	10cr
PSM 242	Inventory Management & Control	10cr
PSM 354:	Physical Distribution	8cr
PSM 243	Strategic Procurement	10cr
FIN 221	Financial Management	10cr
MGT 221	Production and Operations Management	8cr
Total Credits		56

Year 3 Semester I

Course Code	Course Name	Credits
PSM 351	Public Procurement	10cr
PSM 352	Clearing & Forwarding	8cr
PSM 353	Procurement and Supply Audit	8cr
PSM 354	Physical Distribution Management	8cr
MGT 312	Strategic Management	10cr
RES 311	Research Methods	10cr
Total Credits		54

Year 3: Semester II

Course Code	Course Name	Credits
PRT 321	Practical Training	24cr
RES 322	Research Project	40cr
Total Credits		64

Bachelor of Science in Economics and Finance (BEF)

Programme Aims

The programme is designed to offer a student thorough grounding in both theoretical and applied economics and finance and develop their abstract analytical reasoning. It provides knowledge and in economics and finance for understanding, identifying, analysing, and interpreting economic and financial information for decision making in businesses. It provides knowledge for entry into self employment or employment and provides practical business solutions using innovative, interdisciplinary, and technological approaches. It also enables a student to advance to professional qualifications or to masters degree programmes.

Programme Learning Outcomes

Upon completion of the Bachelor of Science in Economics and Finance, students will be able to:

- a) Demonstrate awareness of the potential problems of economic and financial theories, of models and methods and their applications and develop the ability to be critical and creative in problem solving.
- b) Apply critical thinking and use numerical and statistical techniques to construct reasoned arguments and present empirical evidence.
- c) Apply the financial instruments and techniques in the assessment and management of risk.
- d) Demonstrate knowledge of the functioning of financial markets and the role of financial institutions within the economic system;
- e) Analyze the fundamental operations of financial markets and instruments

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
ACC – 111	Principles of Accounting I	8cr
COM- 111	Business Communication & Soft Skills	8cr
ECO – 111	Micro-Economics	10cr
ECO - 111	MATematics for Economists	8cr
FIN- 111	Business Finance	10cr
MIS – 111	Management Information System and Computer Application	8cr
STE – 111	Descriptive Statistics	8cr
Total Credits		64

Year 1: Semester II

Course Code	Course Name	Credits
DST – 121	Development Studies	8cr
CODV- 115	Social Change and Development	8cr
ECO - 121	Macroeconomics I	10cr
LAW – 121	Business Law	8cr
MGT- 121	Principles of Management and Business Ethics	8cr
STE – 121	Inductive Statistics	10cr
FPE – 121	Foundations of Faith and Professional Ethics	8cr

Total Credits	62
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Year 2 Semester I

Course Code	Course Name	Credits
ECO 210	Industrial Economics	10cr
ECO -211	Microeconomics I I	10cr
ECO – 213	Financial Economics	8cr
ECO – 212	Econometrics I	8cr
ENT- 211	Entrepreneurship & Business Development	8cr
FIN – 211	Money and Banking	8cr
ECO – 214	Development Economics	8cr
FIN – 222	Financial Risk Management	8cr
Total Credits		70

Year 2: Semester II

Course Code	Course Name	Credits
ECO- 222	Econometrics II	8cr
ECO -223	International Economics	8cr
ECO – 221	Macroeconomics II	10cr
ECO – 224	Agricultural Economic	8cr
FIN – 222	Public Finance	8cr
FIN-223	Foreign Exchange Management	8cr
Total Credits		60

Year 3 Semester I

Course Code	Course Name	Credits
ECO -311	Economic Policy and Planning	10cr
ECO -312	Environmental and Natural Resources Economics	10cr
FIN- 311	International Finance	10cr
MGT – 311	Project Planning and Management	8cr
ECO- 313	Labour Economics	8cr
MGT- 312	Strategic Management	10cr
RES -311	Research Methods	10cr
Total Credits		66

Year 3: Semester II

Course Code	Course Name	Credits
PRT 321	Practical Training	24cr
RES 322	Research Project	40cr
Total Credits		64

23.2.3 Diploma Programmes

Diploma in Business Administration (DBA)

Programme Aims

The diploma in Business Administration programme is designed to equip students with the knowledge and skills required to deal with organizational, operational, administrative and managerial roles based on professional judgment. The programme provides a student with a range of knowledge, skills, and business practice needed in an enterprise to work independently provides the opportunity for advancement to degree programmes.

Programme Learning Outcomes

Upon completion of the Diploma in Business Administration programme, students should be able to:

- a) Demonstrate the ability to use the business administration knowledge and skills acquired to respond effectively to business challenges.
- b) Apply knowledge of the different forms of business and their operations
- c) Demonstrate and apply basic knowledge in accounting, economics, finance, management, human resource, marketing and ICT in modern business operations.
- d) Apply ICT skill in business functions and operations.
- e) Have a foundation in pursuing further studies.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
ACC 051	Introduction to Accounting	4cr
COM 051	Corporate Communication	4cr
FPE 051	Foundations of Faith and Professional Ethics	4cr
ICT 051	Management Information System	4cr
STA 051	Business MATematics and Statistics	4cr
Total Credit		20

Year 1: Semester II

Course Code	Course Name	Credits
ECO 052	Managerial Economics	4cr
HRM 052	Human Resources Management	4cr
LAW 052	Fundamentals of Business Law	4cr
MGT 052	Principles of Management	4cr
MKT 052	Marketing Management	4cr

Total Credits	20
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Year 2: Semester I

Course Code	Course Name	Credits
ENT 053	Entrepreneurship	4cr
MGT 053	Technology and Operations Management	4cr
ORB 053	Organisational Behaviour	4cr
BUS 054	Ethics and Social Issues in Business	4cr
BUS 053	E- Business	4cr
Total Credits		20

Year 2: Semester II

Course Code	Course Name	Credits
PRT 053	Practicum and Field Report	8 weeks
Total Credits		8

Diploma in Human Resource Management (DHR)

Programme Aims

The programme in Human Resource Management aims at providing a student with a range of knowledge, skills, concepts, and practice needed in an enterprise to improve performance, productivity. Through this programme, student will be empowered to co-ordinate and contribute to the management of the core Human Resource Management functions in line with best practices and quality standards and enable them to advance to professional qualifications or degree programmes.

Programme Learning Outcomes

Upon completion of the Diploma in Human Resources Management programme, students should be able to:

- a) Create staff management plans.
- b) Collaborate with management to ensure correct handling of staff complaints.
- c) Manage the recruiting process, selection and onboarding functions.
- d) Implement and monitor work health and safety processes and functions.
- e) Communicate key issues with all levels of a team, from junior staff to executives
- f) Apply knowledge and skills in the professional development of staff.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
HRM 052	Human Resource Management I	4cr
ACC 051	Introductions to Accounting	4cr
FPE 051	Foundations of Faith and Professional Ethics	4cr
COM 051	Corporate Communication	4cr
ICT 051	Management Information System	4cr
STA 051	Business Mathematics	4cr
Total Credits		24

Year I: Semester II

Course Code	Course Name	Credits
HRM 055	Labour Law	4cr
HRM 053	Industrial Relations	4cr
HRM 054	Office Procedures and Record Management	3cr
HRM 058	Human Resource Management II	4cr
HRM 051	Appraisal Management System	4cr
MGT 052	Principles of Management	4cr
HRM 058	Human Resource Management II	4cr
Total Credits		27

Year 2: Semester I

Course Code	Course Name	Credits
ENT 053	Entrepreneurship and Business Management	4cr
MGT 053	Technology and Operations Management	4cr
ORB 053	Organizational Behaviour	4cr
HRM 054	Personnel Management 1	4cr
HRM 057	Public Administration and Local Governance	4cr
Total Credits		20

Year 2: Semester II

Course Code	Course Name	Credits
HRM 056	Strategic Human Resource Management	4cr
HRM 057	Contemporary Issues in Human Resources	4cr
FIN 053	Elements of Financial Management	4cr
FIN 054	Commerce	4cr
HRM 058	Managerial Skills Development	4cr
Total Credits		20

Diploma in Accounting and Finance (DAF)

The programme aims at offering a student specific areas of knowledge, skills, and concepts in accounting practices needed in an enterprise to improve financial information reporting and

advancement to professional qualifications or degree programmes. It also develops entrepreneurial capabilities to enable a graduate student to exploit emerging business opportunities.

Programme Learning Outcomes

Upon completion of the Diploma in Accounting and Finance programme, students should be able to:

- a) Apply relevant skills, knowledge and understanding of principles and the practical application of Accounting and Finance knowledge to the organization workplace.
- b) Demonstrate knowledge of solid foundation in the major components of the Accounting and Finance discipline and to allow them to develop their financial literacy skills.
- c) Demonstrate knowledge of preparation of Financial Statements and or financial schedules in accordance with Generally Accepted Accounting Principles through analysis and synthesis of information as well.
- d) Demonstrate knowledge in setting up a computerized set of accounting books for any kind of organization or entity
- e) Develop their academic and professional careers.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
ACC 051	Introduction to Accounting	4cr
STA 051	Business Mathematics and Statistics-I	4cr
FPE 051	Foundations of Faith and Ethics	2cr
DGS 13	Communication Skills	3cr
ICT 051	Management Information System	4cr
Total Credits		19

Year 1: Semester II

Course Code	Course Name	Credits
ACC 052	Financial Accounting	4cr
ECO 052	Principles of Economis	4cr
LAW 052	Business Law	3cr
FIN 052	Introduction to Business Finance	4cr
DST 052	Development Studies	3cr
Total Credits		18

Year 2: Semester I

Course Code	Course Name	Credits
STA 053	Statistics and Probability	4cr

FIN 053	Fundamentals of Corporate Finance	4cr
FIN 050	Public Finance and Taxation	4cr
ACC 053	Introduction to Management Accounting	3cr
ENT 0535	Entrepreneurship	4cr
Total Credit		19

Year 2: Semester II

Course Code	Course Name	Credits
STA 054	Quantitative Methods	4cr
ACC 050	Auditing	3cr
ACC 054	Introduction to Government Accounting	3cr
PRT 054	Practicum and Field Report Writing	4 cr
FIN 054	Introduction to Financial Reporting	4cr
Total Credits		18

Diploma in Accountancy (DAC)

Programme Aims

The programme aims at offering a student specific areas of knowledge, skills, and concepts in accounting practice needed in an enterprise to improve financial information reporting and advancement to professional qualifications or degree programmes. It also develops entrepreneurial capabilities to enable a graduate student to exploit emerging business opportunities.

Programme Learning Outcomes

Upon completion of the Diploma in Accountancy programme, students should be able to:

- a) apply financial and non-financial information in decision making process.
- b) prepare financial statements and internal reports that comply with approved standards and provide tax, audit and other accounting related services.
- c) demonstrate effective communication to relevant stakeholders in all aspects of decision making.
- d) apply various types of digital application ethically and propose data driven solutions and develop leadership to manage diverse team in order to be effective members in organization.
- e) demonstrate a commitment to continue in professional development and possess entrepreneurial skills

Programme Structure

Year 1 Semester I		
Course Code	Course Name	Credits
DAC 11	Principles of Accounting I	3cr
DAC 12	Business MATematics and Statistics-I	2cr
DGS 11	Foundations of Faith and Ethics	2cr
DGS 13	Communication Skills	2cr
DIT 11	Computer Studies I	2cr
Total Credits		11

Year I Semester II		
Course Code	Course Name	Credits
DAC 21	Principles of Accounting II	3cr
DAC 22	Business MATematics and Statistics II	2cr
DBA 22	Business Law	3cr
DBA 23	Principles of Management	2cr
DGS 22	Development Studies	2cr
DIT 21	Computer Studies II	2cr
ECO 052	Managerial Economics	4cr
Total Credits		18

Year 2: Semester I		
Course Code	Course Name	Credits
DAC 31	Intermediate Accounting I	3cr
DAC 32	Quantitative Techniques I	2cr
DAC 33	Taxation	3cr
DAC 35	Fundamentals of Corporate Finance	2cr
DAC 36	Cost and Management Accounting	3cr
DBA 35	Entrepreneurship	2cr
Total Credits		15

Year 2: Semester II		
Course Code	Course Name	Credits
DAC 41	Intermediate Accounting II	3cr
DAC 42	Quantitative Techniques II	2cr
DAC 43	Auditing	3cr
DGS 41	Business Ethics and Corporate Governance	2cr
DGS 42	Practicum and Field Report Writing	2cr
Total Credits		12

Diploma in Procurement and Materials Management (DPM)

The programme is designed to enable students to explore procurement in relation with other functions of business organizations as well as apply relevant skills and knowledge to solve procurement and supply chain management tactical and operational challenges both in public and private institutions. The programme provides a student with a range of knowledge, skills, and business practice needed in the field of procurement and supply chain management and enables the student to advance to professional qualifications or degree programmes.

Programme learning Outcomes

Upon completion of the Diploma in Procurement and Materials Management programme, students should be able to:

- a) Explain the procurement principles and practices and the significant contribution they make to the government and other organizations.
- b) Demonstrate ability in involving and developing suppliers, purchasing and supplier strategies and purchasing and supply management in a global context.
- c) Explain the importance of procurement and logistics management in delivering goods and services to the end user.
- d) Demonstrate an understanding of issues in modern procurement such as integrating ICT in procurement functions.
- e) Demonstrate application of skills in public sector procurement regulations and guidelines or law
- f) Develop their academic or professional career.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
ACC 051	Introductions to Accounting	4cr
COM 051	Corporate Communication	4cr
ICT 011	Management of Information System	4cr
FPE 051	Foundations of Faith and Professional Ethics	4cr
ORB 053	Organizational Behaviour	4cr
STA 051	Business Mathematics and Statistics	4cr
Total Credits		24

Year 1: Semester II

Course Code	Course Name	Credits
LAW 052	Fundamentals of Business Law	4cr
MGT 052	Principles of Management	4cr
PSM 051	Principles of Procurement	4cr
PSM 052	Warehousing Management	4cr
PSM 053	Procurement Techniques	4cr
PSM 052	Storekeeping	4cr

MKT 052	Marketing Management	4cr
Total Credits		28

Year 2: Semester I

Course Code	Course Name	Credits
MGT 053	Technology and Operations Management	4cr
PSM 055	Principles of International Procurement	4cr
PSM 056	Public Procurement	4cr
PSM 057	Inventory Management and Control	4cr
PSM 058	Physical Distribution	4cr
Total Credits		20

Year 2: Semester II

Course Code	Course Name	Credits
PSM 061	Introduction to Strategic Procurement	4cr
PSM 062	Introduction to E-procurement	4cr
ENT 053	Entrepreneurship	4cr
FIN 053	Elements of Financial Management	4cr
FIN 054	Commerce	4cr
Total Credits		20

23.2.3 Certificate Programmes

Certificate in Business Administration (CBA)

The programme is designed to provide basic knowledge and skills to a student in key business concepts for entry into self employment. The objective of this qualification is to prepare learners for a career in business administration, or to provide a learning pathway for those wishing to proceed to higher levels of business management study. It is also the building block to advance the learner into the Technician Certificate in Business Administration (NTA Level 5).

Programme Learning Outcomes

Upon completion of the Certificate in Business Administration programme, students should be able to:

- a) Demonstrate understanding of the types and structure of business organisations and the role of centralised support services
- b) Demonstrate an understanding of the personal characteristics, roles and responsibilities of administrative staff

- c) Demonstrate an understanding of the nature of written and face-to-face communications in business organisations
- d) Demonstrate ability to produce written business communications in a professional manner
- e) Exhibit an understanding of the core administrative support services and the related activities, systems and standard

Programmes Structure

Year 1: Semester I

Course Code	Course Name	Credits
ACC 011	Book-keeping and Accounting	4cr
COM 011	Business Communications: Writing and Speaking	3cr
ICT 011	Introduction to Computer and Application	3cr
MGT 011	Essentials of Business	4cr
PE 011	Foundations of Faith and Professional Ethics	3cr
STA 011	Basic Mathematics and Statistics	4cr
Total Credits		21

Year 1: Semester II

Course Code	Course Name	Credits
ECO 021	Essentials of Economics	3cr
ENT 021	Entrepreneurship and Small Business Management	4cr
LAW 021	Fundamentals of Business Law	4cr
MKG 021	Essentials of Marketing	3cr
MGT 021	Essentials of Management	4cr
Total Credits		18

Certificate in Human Resource Management (CHRM)

Programme Aims

The Certificate in Human Resource Management equips students with essential knowledge and skills required to excel in the field of HR. This program covers a wide range of topics including performance management, recruitment, training and development, selection, employee relations, and development and HR policies and procedures. Graduates will gain a solid understanding of HR principles and practices which will enable them to effectively contribute to the management of human capital within organizations. It is also the building block to advance the learner into the Technician Certificate in Business Administration (NTA Level 5).

Programme Learning Outcomes

Upon completion of the Certificate in Human Resources programme, students should be able to:

- (a) Apply business communication skills to effectively carry out human resource management tasks
- (b) Apply records management skills to generate, store and retrieve human resource information
- (c) Employ information and communications technology in the management of human resource functions
- (d) Carry out human resource functions within institutional, local and international legal and regulatory frameworks
- (e) Use office administration and management skills to identify and assign roles, align tasks and use office systems and procedures
- (f) Apply quantitative techniques to collect, organize and interpret statistical data related to human resources
- (g) Assist in the planning, design and management of key human resource functions within organizations such as recruitment and selection, training and development, compensation and reward systems, performance appraisal and occupational health and safety practices

Programmes Structure

Year 1: Semester I

Course Code	Course Name	Credits
HRM 011	Introduction to Human Resource Management	4cr
ACC 011	Introductions to Accounting	4cr
FPE 011	Foundations of Faith and Professional Ethics	3cr
COM 011	Business Communications: Writing and Speaking	3cr
ICT 011	Introduction to Computer and application	3cr
STA 011	Basic Mathematics And statistics	4cr
Total Credits		21

Year 1: Semester II

Course Code	Course Name	Credits
HRM 022	Labour Laws	4cr
ENT 021	Entrepreneurship and Small Business Management	4cr
HRM 022	Industrial Relations	4cr
HRM 023	Office Procedures and Record Management	3cr
HRM 025	Appraisal Management System	4cr
MGT 021	Essentials of Management	4cr

Total Credits	23
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Certificate in Procurement and Materials Management (CPMM)

This is a one -year course which aims at equipping students with basic tools for performing logistics and supply management functions. The programme is designed to develop knowledge, skills and competencies which allow learners to work towards nationally recognized standards of service excellence within the field of business and non-commercial sectors. It is also designed to meet the needs of learners who are in Business field or wish to develop careers in the field of procurement and supply.

Programme learning Outcomes

Upon completion of the Certificate in Procurement and Materials Management programme, students should be able to:

- a) Demonstrate knowledge of the roles of procurement and supply within organisations
- b) Understand the main market factors that impact on a procurement and supply function.

Programmes Structure

Year 1: Semester I

Course Code	Course Name	Credits
ACC 011	Booking and Accounting	4cr
COM 011	Business Communications, Writing and Speaking	4cr
EPE 011	Foundation of Faith and Professional Ethics	3cr
ICT 011	Introduction to Computer Application	3cr
PSM 011	Elements of Material Management	4cr
STA 011	Basic Mathematics & Statistics	4cr
Total Credits		22

Year 1: Semester II

Course Code	Course Name	Credits
ENT 021	Entrepreneurship and Small Business Management	4cr
MGT 021	Essentials of Management	4cr
MKG 021	Essentials of Marketing	3cr
PSM 012	Basics of Procurement	4cr
PSM 013	Basics of Store-Keeping	4cr
PSM 014	Commercial Knowledge	4cr
Total Credits		23

23.3 Faculty of Arts and Social Sciences (FASS)

23.3.1 Postgraduate Programmes

Master of Arts in Community Development and Project Management (MA-CDPM)

Programme Aims

The general objective of the Programme is to equip students with up-to-date knowledge and skills in community development and project management with a view to enable them plan, manage and evaluate projects and programmes for sustainable development. It focuses on providing students with analytical skills in community development and project management issues and explore innovative and interdisciplinary problem solving techniques using cases and experiential sharing interventions.

Programme Learning Outcomes

Upon completion of the Master of Arts in Community Development and Project Management programme, students should be able to:

1. Apply the knowledge and skills to carry out project planning, analysis, monitoring and evaluation.
2. analyze ethical dilemmas and challenges related to community development and social innovation
3. Apply theoretical knowledge in the development of practical projects related to community development and social innovation.
4. Plan, delegate, monitor and control a project;
5. Demonstrate project teamwork and leadership skills
6. Apply general project management skills to assess, direct, manage and deliver a project;

Programmes Structure

Year 1: Semester I

Course Code	Course Name	Credits
MA-CDPM 511	Foundations and Dynamics of Community Development	10cr
MA-CDPM-512	Sociology of Community Development	10cr
MA-CDPM 513	Initiating and Planning Projects	10cr
MA-CDPM 514	Managing Project's Risks and Changes	10cr
<i>Electives</i>		
MA-CDPM 515	Gender and Development	10cr
MA-CDPM 516	Entrepreneurship Skills and Business Development	10cr
Total Credits		50

Year I: Semester II

Course Code	Course Name	Credits
MA-CDPM 521	Monitoring and Evaluation of Projects	15cr
MA-CDPM 522	Sustainable Rural Development	15cr
MA-CDPM 523:	Participatory Approaches in Management of Community Development Programmes 20cr	
MA-CDPM 524	Social Science Research Methods	20cr
<i>Electives</i>		
MA-CDPM 525	Disaster Management	10cr
MA-CDPM 526	Food Security and Community Development	10cr
Total Credits		80

Year 2: Semester I

Course Code	Course Name	Credits
MA-CDPM 532	Community Project Internship	20cr
Total Credits		20

Year 2: Semester II

Course Code	Course Name	Credits
MA-CDPM 631	Dissertation	60cr
Total Credits		60

23.3.2 Undergraduate Degree Programmes**Bachelor of Arts in Cultural Anthropology and Tourism (BACAT)****Programme Aims**

Anthropologists and tourists seem to have a lot in common. Both spend time exploring the cultural productions and rituals of society, and both carry the status of outsider as they make forays into the lives of others. With this in mind, the primary objective of the course, therefore, is to train anthropologists firmly grounded in the four fields of study namely: Physical (Biological) anthropology, Cultural (Social) anthropology, Archaeological anthropology and Linguistic anthropology, while linking these with the principles and practice of tourism. The programme is designed to offer knowledge and skills, inculcate attitudes, and provide techniques aimed at addressing community identified social and economic needs. While at the same time providing opportunities for self employment and an entry into postgraduate degree programmes.

Programme Learning Outcomes

Upon completion of the Bachelor of Arts in Cultural Anthropology and Tourism programme, students should be able to:

- a) Identify, gather, and organize anthropological data that describes real-world problems and potential solutions.
- b) Record and analyze cultural continuities and changes in the community.
- c) Apply theoretical concepts to analyze systems of power and inequality, including gender, and class.
- d) Identify and assess relationships and networks relative to building tourism capacity.
- e) Create, apply, and evaluate marketing strategies for tourism destinations and organizations.
- f) Apply problem solving and critical analysis within diverse contexts.

Programme Structure

Year 1: Semester I		
Course Code	Course Name	Credits
BCAT 102	Introduction to Anthropology	3cr
BCAT 103	Geography of Tourism	3cr
DS 111:	Development Studies	3cr
ICT 101	Information Technology I	3cr
LAN 102	Communication Skills I	3cr
REL 101	Foundations of Faith and Professional Ethics	3cr
Total Credits		21

Year 1: Semester II

Course Code	Course Name	Credits
BCAT 111	History and People of Africa	3cr
BCAT 112	Tourism Hotel Management	3cr
BCAT 113	Principles of Resource Management	3cr
BCAT 114	Introduction to Cultural Anthropology	3cr
BCAT 116	Environmental Law	3cr
ICT 111	Information Technology II	3cr
LAN 112	Communication Skills II	3cr
Total Credits		21

Year 2: Semester I

Course Code	Course Name	Credits
BCAT 201	Tourism Marketing	3cr
BCAT 202	Tourism Policy and Planning	3cr
BCAT 203	Museum Studies	3cr

BCAT 204	Sociology	3cr
LAW 267	Business Law	3cr
RES 201	Research Methodology	3cr
BCAT 205	International Relations	3cr
BCAT 206	Fundamentals of Physical Anthropology	3cr
BCAT 207	Wildlife Management and Protected Areas	3cr
Total Credits		27

Year 2: Semester II

Course Code	Course Name	Credits
BCAT 204	Sociology	3cr
BCAT 211	Intercultural Communication	3cr
BCAT 212	Introduction to Social Statistics	3cr
BCAT 213	Cultural Heritage Conservation and Management	3cr
BCAT 215	Ecotourism Management	3cr
LAW 267	Business Law	3cr
BCAT 217	Introduction to Anthropological Linguistics	3cr
BCAT 218	Entrepreneurship in Tourism Industry	3cr
BCAT 219	Tour Guiding and Professional Ethics	3cr
Total Credits		27

Year 3: Semester I

Course Code	Course Name	Credits
RES 305	Research Project	9cr
RES 306	Field Attachment	12cr
Total Credits		21

Year 3: Semester II

Course Code	Course Name	Credits
BCAT 311	Public Relations and Advertising	3cr
BCAT 312	Critical Thinking and Argumentation	3cr
BCAT 313	Work, Organizations and Tourism	3cr
BCAT 314	Management Accounting for Hospitality and Tourism	3cr
BCAT 315	Tour Operations Management	3cr
SOCS 316	Social PSYhology	3cr
<i>Electives (Choose One)</i>		
BCAT 317	Tourism Photography	3cr
BCAT 318	Pre-HSTory, Myths, Legends and Belief of East Africa	3cr
BCAT 319:	Anthropology of Tourism	3cr
Total Credits		27

Bachelor of Arts in Community Development (BACD)

Programme Aims

This programme is designed to achieve the two-fold objective of providing a thorough grounding in the discipline and applying sociological understanding to the areas of national and international concerns where graduates can put their critical thinking and skills into practice. Besides giving students the skills and knowledge for various roles in local community development, the programme also provides an opportunity for a student to foster self employment initiatives or pursue postgraduate degree studies.

Programme Learning Outcomes

Upon completion of the Bachelor of Arts in Community Development programme, students should be able to:

- a) Evaluate community development approaches in both international and local contexts;
- b) Design community development interventions relating to social and cultural contexts;
- c) Analyse theory and practice of community development
- d) Develop a scholarly approach to researching in community development;
- e) Exhibit effective communication, advocacy and community organising skills for social change; and
- f) Integrate the policy contexts of government and non-government organisations.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
CODV 100	Introduction to Community Development	3cr
CODV 101:	Introduction to Financial Accounting	3 cr
CODV 102:	Principles of Extension EDUation	3cr
CODV 103:	Rural Development	3cr
CODV 104:	Introduction to Food Science	1cr
DST 111:	Development Studies	3cr
ICT 101:	Information Technology	2cr
LAN 102:	Communication Skills I	3 cr
REL 101:	Foundations of Faith and Professional Ethics	3cr
Total Credits		27

Year 1: Semester II

Course Code	Course Name	Credits
CODV 110:	Introduction to Leadership	2cr
CODV 111:	Child Care, Development and Safe Motherhood	3cr

CODV 112:	Social PSYhology	2cr
CODV 113:	Social Change and Development	3cr
CODV 114:	Gender and Development	3cr
CODV 118:	Participatory Development Methods	3cr
ICT 111:	Information Technology II	2cr
LAN 112:	Communication Skills II	3cr
Total Credits		21

Year 2: Semester I

Course Code	Course Name	Credits
CODV 200:	Sociology of Development	3cr
CODV 201:	Communication & Diffusion of Innovations	2cr
CODV 202:	Introduction to Social Statistics	3cr
CODV 203:	Public Policy Analysis	3cr
CODV 204:	Poverty Analysis	3cr
CODV 205:	Demography and Population Studies	3cr
MGMT 202:	Human Resources Management	2cr
CODV 206:	Principles of Home Management	2cr
CODV 207:	Public Relations	2cr
Total Credits		23

Year 2: Semester II

Course Code	Course Name	Credits
CODV 210;	Principles of Community Development	3cr
CODV 211:	Conflict Resolutions and Management	3cr
CODV 213:	Partnering and Networking in Development	2cr
CODV 214:	Cultural Studies and Community Development	2cr
CODV 215:	Project Planning and Mangement	3cr
CODV 216:	Social Science Research Methods	3cr
CODV 217:	Research and Proposal Writing	1cr
CODV 218:	Disaster Manage-ment	2cr
CODV 219:	Public Administration	2cr
Total Credits		21

Year 3: Semester I

Course Code	Course Name	Credits
RES 300	Research Project	6cr

RES 301	Field Attachment	15cr
Total Credits		21

Year 3: Semester II

Course Code	Course Name	Credits
COD 301	Community Economic Development	3cr
COD 302	Entrepreneurship	3cr
COD 303	Human Nutrition	3cr
COD 304	Principles of Marketing	3cr
COD 305	Environmental Conservation and Management of Natural Resources	3cr
COD 306	Law for Community Development	3cr
COD 307	Information Management for Community Development	3cr
Total Credits		21

Bachelor of Arts in Journalism (BAJ)

Programme Aims

The programme aims to equip the student with foundational, scientifically derived, and practical knowledge, understanding and skills in writing and mass communication and prepare them for roles as reporters, broadcasters, and media production professionals. Besides, the programme provides an opportunity for a student to initiate self employment or pursue postgraduate degree studies.

Programme learning Outcomes

Upon completion of the Degree programme, students should be able to:

- a) Apply interdisciplinary approaches and techniques in broadcast and print journalism.
- b) Demonstrate ability in written and visual communication competencies.
- c) Attain theoretical and practical knowledge toward critical thinking and social responsibility as a citizen and professional.
- d) Disseminate messages via media platforms.
- e) Apply new technologies in a constantly changing media environment.
- f) Demonstrate leadership skills necessary for professionals employed in journalism positions.
- g) Apply critical thinking and problem-solving skills for application in professional situations.

Programme Structure

Year 1: Semester I

Course Code	Course Name
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Credits		
BAJ 111:	Information Technology I	8cr
BAJ 113:	Introduction to Journalism & Tanzanian Media System	10cr
BAJ 114:	News Writing and Reporting	10cr
BAJ115:	Fundamentals of Radio Journalist	10cr
BAJ 116:	Practicum I	10cr
Total Credits		56

Year 1: Semester II

Course Code	Course Name	Credits
BAJ 121:	Development Studies	8cr
BAJ 122:	Gender Studies	0cr
BAJ 123:	Social Institutions in Tanzania	0cr
BAJ 124:	Foundation of Faith and Professional Ethics	8cr
BAJ 125:	Media Ethics and Self-regulation	8cr
BAJ 126:	Using Internet and Social Media in Newsrooms	10cr
BAJ 126:	Practicum 2	10cr
Total Credits		64

Year2: Semester I

Course Code	Course Name	Credits
BAJ 211:	History and Theories of Mass Communication	10cr
BAJ 212:	Political and Economic Geography of Sub-Saharan Africa	10cr
BAJ 213:	Opinion and Feature Writing	10cr
BAJ 214:	Photojournalism	5cr
BAJ 215:	Editing and Design	5cr
BAJ 216:	English for Journalists	5cr
BAJ 217:	Kiswahili for Journalists	5cr
BAJ 218:	Practicum III	10cr
Total Credits		55

Year 2: Semester II

Course Code	Course Name	Credits
BAJ 221:	Research Methodology in Journalism	10cr
BAJ 222:	Funda-mentals of Television Journalism	10cr
BAJ 223:	Economics for Journalists	10cr
BAJ 224:	Media Law	10cr

BAJ 225:	PR and Organizational Communication	10cr
BAJ 226:	Practicum IV	10cr
Total Credits		60

Year 3: Semester I

Course Code	Course Name	Credits
BAJ 311:	Internship	40cr
BAJ 322:	Research Project	20cr
Total Credits		60

Year 3: Semester II

Course Code	Course Name	Credits
BAJ-321	Research Report	20cr
BAJ-322:	Media Entrepreneurship	10cr
<i>Elective Courses in Professional Practice (Choose 3 Courses)</i>		
BAJ 323:	Advanced Radio Journalism	10cr
BAJ 324:	Advanced Visual Journalism	10cr
BAJ 325:	Advanced Newspaper Journalism	10cr
BAJ 326:	Advanced Television Journalism	10cr
BAJ 327:	Advanced Public Relations	10cr
BAJ 328:	Multimedia Journalism	10cr
BAJ 328:	Advanced Journalism and Communication *	10cr
Total Credits		60

*The courses done during student exchange

23.3.3 Diploma Programmes

Diploma in Journalism (DJOUR)

Programme Aims

The programme is designed to expose a student to practical knowledge and skills in journalism to make him/her understand, identify, and analyse different journalism work for presentation in different media using innovative approaches based on media ethics and professionalism. Besides, the programme prepares a student to join degree programmes in different fields.

Programme Learning Outcomes

Upon completion of the Diploma in Journalism programme, students should be able to:

- think critically, creatively and independently;
- express oneself clearly, both in writing and orally;

- c) carry out journalistic research and interviews;
- d) prepare content for news media outlets;
- e) meet deadlines;
- f) use technology appropriate to the mass media.

Programme Structure

Year 1 Semester I

Course Code	Course Name	Credits
DJOUR 010	Introduction to Journalism and Mass Communication	3cr
DJOUR 011	Writing for the Media	3cr
DJOUR 012	Journalism Ethics	3cr
DJOUR 013	Photo Journalism	3cr
DJOUR 014	Introduction to Radio Journalism	3cr
ICT 011	Introduction to Computer and Application	3cr
LAN 02	Communication Skills	3cr
PRAC 011	Practicum	3cr
Total Credits		24

Year 1: Semester II

Course Code	Course Name	Credits
DJOUR 024	Feature Writing and Contemporary Issues	3cr
DJOUR 030	Radio Production	3cr
DJOUR 031	Television Production	3cr
DJOUR 032	Newspaper Design and Production	3cr
LAN 021	English for Journalists	3cr
LAW 023	Media Law	3cr
PRACT 021	Practicum II	3cr
Total Credits		21

Year 2: Semester I

Course Code	Course Name	Credits
DJOUR 033	Gender Issues in Journalism	3cr
DJOUR 021	Kiswahili kwa Wanahabari	3cr
DJOUR 023	Public Relations	3cr
DJOUR 034	Media Management and Entrepreneurship	3cr
DJOUR 035	Specialized Journalism	3cr
RES 030	Introduction to Research and Report Writing	3cr
SOCS 020	Introduction to Sociology	3cr
Total credits		21

Year 2: Semester II

Course Code	Course Name	Credits
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DJOUR 040	Field Attachment	15cr
DJOUR 041	Field Report Writing	6cr
Total Credits		21

Diploma in Leisure and Tourism Studies (DLTS)

Programme Aims

This programme is designed to produce tourism personnel capable of planning, managing and promoting leisure and tourism activities, such as travel and tours, indoor and outdoor activities for leisure and recreation, EDUation and business. Additionally, the programme preapres a student to join degree programmes in diferrent fields of tourism.

Programme learning Outcomes

Upon completion of the Diploma in Leisure and Tourism Studies programme, students should be able to:

- a) Assist the tourism officer in carrying out simple tourism research and preparing reports on tourism and travel opportunities in a locality;
- b) Organize indoor and outdoor functions such as tours, excursions, events and other forms of group engagements.
- c) Supervise medium-sized travel agencies, and related establishments, reservations, issue tickets and determine fares for tourist groups and individuals
- d) Guide tourists;
- e) Assist in organizing fairs to promote trade through tourism;
- f) Organize and manage public entertainments and recreation; and
- g) Assist in guest relation activities and service delivery in hospitality establishments.

Programmes Structure

Year1: Semester I

Course Code	Course Name	Credits
DLT 011	Introduction to Leisure and Tourism Studies	3cr
DLT 012	Space and Tourism	3cr
DLT 013	Tourism Professional Ethics	3cr
DLT 014	Customer Services	3cr
DLT 015	Communication Skills	3cr
DLT 016	Information Communication Technology	3cr
Total Credits		24

Year 1: Semester II

Course Code	Course Name	Credits
DLT 021	Principles of Entrepreneurship	3cr

DLT 022	Travel and Tourism Operations Management	3cr
DLT 023	Cultural Tourism Studies	3cr
DLT 024	Hotel Operations Management	3cr
DLT 025	Tour Guiding and Interpretation	3cr
DLT 026	Introduction to Wildlife Tourism	3cr
Total Credits		18

Year 2: Semester I

Course Code	Course Name	Credits
DLT 041	Field Training	40cr
DLT 042	Field Report Writing	20cr
Total Credits		60

Year 2: Semester II

Course Code	Course Name	Credits
DLT 031	Essentials of Marketing	3cr
DLT 032	Project Development in Tourism	3cr
DLT 033	Sustainable Tourism	3cr
DLT 034	Tourism Laws and Policy	3cr
DLT 035	Tourism Safety and Security	3cr
DLT 036	Basics of Accounting in Leisure and Tourism	3cr
Total Credits		24

23.3.4 Certificate Programmes

Certificate in Community Development (CCD)

Programme Aims

This programme is designed to provide basic knowledge and skills that would enable students to understand and identify key community development concepts and provide community development interventions/ suggested solutions. Moreover, the programme prepares students for self-employment and for advancement into diploma programmes.

Programme Learning Outcomes

- a) Apply communication knowledge and skills to promote community development practices.
- b) Apply socio-PSYhology knowledge and skills in promoting behavior change for community development.
- c) Assist community development officer in initiating and providing community development interventions.
- d) Suggest solutions to address community development issues.

Programmes Structure

Year1: Semester I

Course Code	Course Name	Credits
CCD 111	Introduction to Adult Learning	3cr
CCD 112	Childs Rights and Development	3cr
CCD 113	Introduction to Participatory Planning	3cr
CCD 114	Introduction to Project Write up Skills	3cr
CCD 115	Introduction to community Development	3cr
CCD 116	Introduction to Research Methods	3cr
ICT 111	Information Technology	3cr
LAN 102	Communication Skills	3cr
Total Credits		24

Year 1: Semester II

Course Code	Course Name	Credits
CCD 121	Basic Accounting and Bookkeeping	3cr
CCD 122	Introduction to Gender	3cr
CCD 123	Development Economics	3cr
CCD 124	Introduction to Social Change	3cr
CCD 125	Introduction to Conflict Resolution	3cr
CCD 126	Introduction to Entrepreneurship	3cr
CCD 127	Foundations of Faith and Professional Ethics	3cr
CCD 128	Field Practical Training	3cr
Total Credits		24

Certificate in Leisure and Tourism Studies (CLTS)

Programme Aims

The programme is designed to introduce and familiarize students with the basic concepts of travel and tourism, discuss the terminology used and give an insight into how travel and tourism evolved over a period of time and reached the modern stage. It focuses on enhancing the knowledge of students in various areas related to tourism and explore the selected issues that currently influence the tourism industry both locally and globally. Furthermore, the programme prepares students for self-employment and for entry into the diploma programme.

Programme learning Outcomes

Upon completion of the Certificate programme, students should be able to:

- Understand fundamentals of tourism from the management, marketing and financial perspectives.
- Understand the concepts of travel and tourism, the framework of the system, types and form of tourism as well as the impacts of tourism.

- c) Demonstrate knowledge of the different type's tourism resources in Tanzania and their importance.
- d) Apply knowledge of the different types of tourism resources in tourism management in Tanzania.

Programmes Structure

Year1: Semester I

Course Code	Course Name	Credits
CT 011	Introduction to Tourism	3cr
CT 012	Geography of Tourism	3cr
CT 013	Foundations of Faith and Ethics	3cr
CT 014	Customer Services	3cr
CT 015	Communication Skills	3cr
CT 016	Information and Communication Technology	3cr
Total Credits		18

Year 1: Semester II

Course Code	Course Name	Credits
CT 021	Principles of Entrepreneurship	3cr
CT 022	Introduction to Travel and Tour Operations	3cr
CT 023	Introduction to Cultural Tourism	3cr
CT 024	Basics of Hotel Operations	3cr
CT 025	Basics of Tour Guiding and Interpretation	3cr
CT 026	Introduction to Wildlife Tourism	3cr
CT 027	Field Training	20cr
Total Credits		38

Certificate in Journalism (CJO)

Programme Aims

This programme is designed to enable the student to provide basic practical knowledge and skills to a student to understand and apply key journalism concepts. for self employment and advancement into diploma programmes. Moreover, the programme prepares students for self-employment and for entry into the diploma programme

Programme learning Outcomes

Upon completion of the Certificate programme, students should be able to:

- a) Differentiate between mass communication and journalism
- b) Explain the key characteristics of different types of media.
- c) Explain the meaning of beat reporting.

- d) Understand the roles and duties of a journalist.
- e) Apply interviewing skills in gathering information.
- f) Write news articles, feature articles, editorials and opinion pieces.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
CJOUR 001	Introduction to Journalism and Mass Communication	3cr
CJOUR 002	News and Feature Writing	3cr
CJOUR 003	Photojournalism	3cr
CJOUR 004	Introduction to Radio and Television Broadcast	3cr
ICT 001	Computer Applications in Journalism	3cr
LAN 002	Communication Skills	3cr
PRAC 001	Practicum I	3cr
Total Credits		21

Year 1: Semester II

Course Code	Course Name	Credits
CJOUR 021	Journalism Ethics	3cr
CJOUR 022	Multimedia Journalism	3cr
CJOUR 023	Newspaper Editing	3cr
CJOUR 024	Introduction to Public Relations	3cr
LAN 022	Kiswahili kwa Wanahabari	3cr
LAW 011	Legal Principles Relating to Land, Contract and Tort	5cr
PRAC 021	Practicum II	3cr
Total Credits		23

23.4 Faculty of Law

23.4.1 Postgraduate Programmes

Master of Laws in Information and Communication Technology Law (LLM-ICTLAW):

This programme is seeking to provide detailed knowledge and understanding of the principles, nature and development of legal aspects of Information and Communications Technologies (ICT), in addition to developing a range of generic transferable research and presentation skills which can be used in a wide range of settings. Today ICT underpins most aspects of our lives. We communicate using our mobile phones and tablets while many aspects of our commercial and government infrastructures are dependent on information technology systems.

Programme Learning Outcomes

Upon completion of the Masters programme, students should be able to:

- a) Demonstrate knowledge of the ways in which ICT challenges the application and enforcement of law on point.
- b) Apply knowledge of relevant soft law (eg guidelines, codes of practice etc) in different forms dispute resolution).
- c) Demonstrate understanding of the main ways in which (i) ICT affects the application of existing law, (ii) existing law affects the use of ICT, and (iii) ICT functions as a regulatory mechanism in itself.
- d) Elucidate and critically assess the regulatory roles played by ICT as such and by various forms of soft law.
- e) Suggest and assess alternative forms of regulation to traditional law, in accordance with ideals of fairness and justice.
- f) Communicate legal, ethical and technological arguments relating to the field of ICT law, on the basis of independent research.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
LM 600	Advanced Legal Research For Academic Writing	13cr
LM 601	ICT Crimes and the Law (Cybercrimes)	13cr
LM 602	Legal Aspects of Information Security	13cr
LM 603	Intellectual Property Law and ICT Evolution	13cr
Total Credits		42

Year 1: Semester II

Course Code	Course Name	Credits
LM 604	Liability in Information Age	13cr
LM 605	E-Commerce Law	13cr
LM 606	Telecommunications, Law and Policy	13cr
LM 607	Dissertation	45cr
Total Credits		84

Master of Laws in International Criminal Justice and Human Rights (LLM-ICJ-HR) Programme Aims

This masters of law Program is designed to help students become experts in the areas of International Law that directly concern the human person - International Criminal Law & International Human Rights Law - whilst mastering the discipline of International Law of which

they are part. The international criminal justice side of the programme aims to provide students with a detailed understanding of the key contemporary issues in the field. Organised crime, terrorist activity and regional civil wars transcend national boundaries, impacting far beyond the interESTs of individual nation states.

Programme Learning Outcomes

Upon completion of the Masters programme, students should be able to:

- a) Assess the sources of Tanzanian and International law and conduct a comparative study between the available legal sources.
- b) Carry out complex legal analysis (recognising legal issues, identifying decisive facts, formulating legal principles, and critically analysing basic counterarguments, analysing legal problems with logic, methodology and accuracy).
- c) Develop fruitful reflections and critical legal thinking and arguments.
- d) Conduct systematic and in depth research, making use of all legal sources and available references, whether in print or in electronic form.
- e) Develop and apply legal research.
- f) Provide legal advice in International Criminal Justice and Human Rights issues.
- g) Develop oral and communication skills with precision and present legal arguments in a structured way.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
LM 608	International Human Rights Law	15cr
LM 609	International Humanitarian Law	15cr
LM 610	International Criminal Law	15cr
LM 611	International Criminal Procedure	15cr
LM 616	Advanced Legal Research for Academic Writing	15cr
Total Credits		75

Year 1: Semester II

Course Code	Course Name	Credits
LM 612	Human Rights in Africa	15cr
LM 613	National Protection of Human Rights in Tanzania	15cr
LM 614	Transitional Justice in Post-Conflict Situation	15cr
LM 615	International Dispute Resolution Law	15cr
LM 607	Dissertation	45cr
Total Credits		105

23.4.2 Undergraduate Degree Programmes

Bachelor of Laws (LLB)

Programme Aims

The main aim of LLB in Law is to provide the highest quality of legal Education that leads to excellence in the performance of various legal professional capacities and contribute to the advancement of rule of law, economic growth, and sustainable development through innovative processes, teaching, and research excellence for the benefit of people and community. It is designed to expose a student to the use of both theory and practice in its learning and offers knowledge, skills, and techniques aimed at responding to legal, social, and economic needs of the society. The programme offers opportunities for self employment, employment, or postgraduate degree studies.

Programme Learning Outcomes

On successful completion of this LLB programme students should be able to:

- a) Understand and summarize the gained knowledge in the areas of national and international law and be able to assess legislation according to applicable standards of the hierarchy of norms;
- b) Explain and review the legal doctrine and interpret the Tanzanian legal framework;
- c) Demonstrate an understanding and be able to interpret legal norms from civil, criminal, administrative, commercial, and constitutional law;
- d) Learn to effectively outline, draft, and write legal documents and prepare oral arguments to solve different legal questions;
- e) Summarize judicial decisions from the field of civil, criminal, administrative, commercial, and constitutional law;
- f) Apply and implement the gained knowledge through practical engagement and exercise in legal clinics, court simulations (moot court competitions), and study visits in the courts and prosecutorial offices of different instances, and attorney's offices;
- g) Communicate in writing and orally appropriately and in an analytical manner that will enable solving questions esteeming from legal disputes and other issues arising from different areas of national and international law;

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
LAN 106:	Communication Skills for Lawyers	3cr

DS 107:	Development Studies	3cr
LAW 101:	Constitutional Law I	3cr
ICT 107:	Computer Skills for Lawyers	3cr
LAW 102:	Law of Contract I	3cr
LAW 103:	Criminal Law I	3cr
LAW 104:	Legal Method I	3cr
REL 108:	Foundations of Faith and Ethics	3cr
Total Credits		24

Year 1: Semester II

Course Code	Course Name	Credits
ACC 116:	Basic Leadership, Management and Accounting for Lawyers	3cr
LAN 115:	Communication Skills for Lawyers II	3cr
LAW 212:	International Criminal Law	3cr
LAW 113:	Criminal Procedure	3cr
LAW 114:	Legal Method II	3cr
LAW 117:	Criminology and Penology	3cr
LAW 118:	Restorative Justice Law	3cr
Total Credits		21

Year 2 : Semester I

Course Code	Course Name	Credits
LAW 201:	Administrative Law I	3cr
LAW 202:	Law of Evidence I	3cr
LAW 230:	Media Law	3cr
LAW 205:	Family Law	3cr
LAW 206:	Law of Business Associations I	3cr
LAW 210:	Law of Banking and Negotiable Instruments	3cr
LAW 208:	Civil Procedure I	3cr
<i>Electives (Choose One)</i>		
LAW 211:	Sale of Goods and Agency	3cr
LAW 209:	Principles of Islamic and Customary Law	3cr
LAW 207:	Transnational Criminal Law	3cr
Total Credits		27

Year 2 : Semester II

Course Code	Course Name	Credits
LAW 220:	Administrative Law II	3cr
LAW 221:	Law of Evidence II	3cr
LAW 315:	Refugee Law	3cr
LAW 316:	Competition Law	3cr
LAW 224:	Law of Business Associations II	3cr
LAW 225:	Civil Procedure II	3cr
LAW 227:	Intellectual Property Law	3cr

RES 211:	Legal Research Methodology	3cr
<i>Electives I Choose One)</i>		
LAW 226:	Insurance Law	3cr
LAW 228:	Human Rights Law	3cr
LAW 229:	Consumer Protection Law	3cr
Total Credit		27

Year 3: Semester 1

Course Code	Course Name	Credits
LAW 301:	Public International Law I	3cr
LAW 302:	Labour Law	3cr
LAW 363:	Diplomatic Laws	3cr
LAW 364:	Capital Market and Securities Law	3cr
LAW 305:	Alternative Dispute Resolutions	3cr
LAW 306:	Professional Conduct and Ethics	3cr
LAW 307:	Tax Law I	3cr
LAW 308:	Legal Field Attachment	3cr
LAW 310:	Environmental Law I	3cr
LAW 319:	Moot Court I	3cr
<i>Electives (Choose One)</i>		
LAW 304:	Law of Conveyance	3cr
LAW 317:	Law of the Child	3cr
Total Credits		33

Year 3: Semester II

Course Code	Course Name	Credits
LAW 311:	Public International Law II	3cr
LAW 312:	Private International Law	3cr
LAW 313:	Administration of Probates, Estates and Trusts	3cr
LAW 314:	Jurisprudence II	3cr
LAW 320:	Moot Court {II}	3cr
LAW 321:	Practicum II (Legal Drafting Skills)	3cr
LAW 361:	Environmental Law II	3cr
LAW 362:	Tax Law II	3cr
RES 312:	Legal Research Paper Writing	3cr
<i>Electives (Choose One)</i>		
LAW 324:	International Humanitarian Law	3cr
LAW 325:	International Trade and Investment Law	3cr
Total Credits		27

23.4.3 Diploma Programmes

Diploma in Law (DL)

The study programme is designed to provide academic pre-professional training for occupations in which a law degree is a precondition. The purpose of this qualification, therefore, is for students to gain knowledge, skills and experience in general areas of the law and the application and social context of the law so as to enable the student to provide primary legal services to the public and support to legal professionals. It prepares students to understand theory but interfaces with practical legal aspects in a work related environment. The programme lays a sound foundation for advanced studies in law.

Programme Learning Outcomes

On successful completion of this Diploma programme students should be able to:

- a) Demonstrate knowledge and understanding of substantive and procedural law.
- b) Demonstrate competence in legal analysis and reasoning.
- c) Demonstrate competence in conducting legal research.
- d) Demonstrate competence in problem-solving.
- e) Demonstrate competence in written and oral communication.
- f) Demonstrate competent litigation skills.

Program Structure

Year 1: Semester I

Course Code	Course Name	Credits
DLW 100:	Constitutional Law	3cr
DLW 101:	Law of Contract	3cr
DLW 102:	Legal Methods	3cr
DLW 103:	Criminal Law	3cr
DLW 104:	Law of Evidence	3cr
ICT 105:	Computer Skills for Lawyers	3cr
LAN 105:	Grammar and Communication Skills	2cr
Total Credits		20cr

Year 1: Semester II

Course Code	Course Name	Credits
DLW 106:	Civil Procedure	3cr
DLW 107:	Criminal Procedure	3cr
DLW 108:	Family Law	3cr
DLW 109:	Criminology and Penology	3cr

DLW 111:	Law of Tort	3cr
DLAN 113:	Communication Skills and Legal Report Writing	2cr
LW 112:	Administrative Law	3cr
Total Credits		20

Year 2: Semester I

Course Code	Course Name	Credits
DLW 200:	Land Law	3cr
DLW 202:	Basic Principles of Human Rights	3cr
DLW 203:	Civil Procedure II	3cr
DLW 204:	Judicial Ethics, Court Administration and Managing Legal Records	3cr
DLW 206:	Labour Law	3cr
DLW 209:	Law of Business Associations	3cr
FPE 221:	Foundations of Faith and Ethics	3cr
DLW 208:	Sale of Goods	3cr
Total Credits		24

Year 2: Semester II

Course Code	Course Name	Credits
DLW 220:	Field Attachment and Report Writing	25cr
Total Credits		25

23.4.4 Certificate Programmes

Certificate in Law (CL)

Programme Aims

The programme offers basic knowledge of law to a student involved in routine work that interfaces with law but lacks any legal training. The programme serves as a bridge for further studies in the field of law.

Programme Learning Outcomes

On successful completion of this Diploma programme students should be able to:

- a) accurately formulate, and apply the rules or principles of law pertinent to the situation;
- b) speak and write clearly, logically, effectively, and persuasively; understand civil, criminal, and administrative procedural law regarded as necessary to effective and responsible participation in the legal process.
- c) competency in the skills required for legal interviewing, counseling, negotiation, fact development and analysis, advocacy, document drafting, conflict resolution, organization and time management.

Programmes Structure

Year I : Semester I

Course Code	Course Name	Credits
LAW 010:	Criminal Law and Procedure	5cr
LAW 011:	Legal Principles Relating to Land, Contract and Tort	5cr
LAW 012:	Constitutional Law	5cr
LAW 013:	Family Law	5cr
LAW 014:	Administrative Law	5cr
LAW 015:	Grammar and Communication Skills I	3cr
LAW 016:	Computer Skills for Lawyers	3cr
Total Credits		31

Year 1: Semester II

Course Code	Course Name	Credits
LAW 020:	Human Rights	5cr
LAW 021:	Labour Laws	5cr
LAW 022:	Law of Business Association	5cr
LAW 023:	Law of Evidence	5cr
LAW 024:	Law of the Child	5cr
FPE 024:	Foundation of Faith and Professional Ethics	3cr
LAW 025:	Grammar and Communication Skills II	5cr
Total Credits		33

23.5 Faculty of Science and Education (Fase)

23.5.1 Postgraduate Programmes

Master of Education- Curriculum Development and Teaching (MEDU-CDT)

Programme Aims

The goal of the Master of Education in Curriculum Development and Teaching is to provide opportunity for learners to acquire specialized understanding on curriculum issues ranging from curriculum design, implementation, evaluation, innovation and instructional issues relating to methods and materials. The programme is designed for persons who want to undertake or upgrade their teacher Education and training. It provides students the potential to advance their teaching career through gaining insights into new approaches that inspire students. It also prepares Education professionals to undertake leadership positions in the field of Education.

Programme learning Outcomes

At the end of this programme the graduates should be able to:

- a) Plan, design, develop, and implement curriculum in the respective sectors of Education
- b) Evaluate and give feedback on curriculum matters at all levels of Education

- c) Integrate theory and practice in teaching at basic, secondary and tertiary levels of Education
- d) Provide professional services to all Educational institutions on policy and legal issues related to Curriculum Studies.
- e) Apply advanced instructional design and strategies to specific learning outcomes stipulated in the curriculums
- f) Plan and carry out research activities and report research findings in EDUational related areas
- g) Demonstrate ethical and professional behavior in the workplace and in the community.

Programme Structure

Year 1 Semester I		
Course Code	Course Name	Credits
EDUC 610	Comparative Education	20cr
EDUC 617	Education Theories, Principles of Teaching and Learning	16cr
REST 612	Research Methodology	20cr
Total Credits		56

Year 1 Semester II		
Course Code	Course Name	Credits
EDUC 620	Educational Statistics	20cr
EDUC 628	Curriculum Design and Development	16cr
EDUC 629	Test Construction, Assessment and Evaluation	20cr
Total Credits		56

Year 2: Semester I		
Course Code	Course Name	Credits
EDUC 630	Educational Ethics and Professionalism	8cr
EDUC 636	Education Media, Technology and development of teaching materials	12cr
EDUC 639	Contemporary Educational Issues in East Africa	8cr
REST 632	Research Proposal writing	12cr
Electives:		
EDUC 601	Pedagogy of Science Education	16cr
EDUC 602	Pedagogy of Mathematics Education	16cr
EDUC 603	Pedagogy of Language Education	16cr
EDUC 604	Pedagogy of Social Science Education	16cr
Total Credits		56

Year 2: Semester I		
Course Code	Course Name	Credits
REST 642	Research Project and Dissertation	60cr
Total Credits		60

Master of Education- Policy, Planning and Administration (MEDU-PPA)

Programme Aims

The major aim of the program is to produce graduates who are well grounded and competent in the theory and practice of educational management, policy and planning. Carry out research for educational development. The programme also seeks to provide participants, many of whom are expected to be educational practitioners, with the skills to undertake broad analytical studies of local, regional and global issues that impact upon the development and implementation of educational policies.

Programme learning Outcomes

- a) Make a linkage between policies and Education management systems
- b) Interpret and implement educational policies.
- c) Carry out research for educational development.
- d) Build a practical understanding of educational policy and management.
- e) Plan for school improvement.
- f) Develop teachers through observation, feedback, and professional development.
- g) Create communication processes for partnering with teachers and students.
- h) Allocate resources and developing structures to support school goals for student learning.
- i) Develop leadership capacity among teachers.

Programme Structure

Year 1 Semester I

Course Code	Course Name	Credits
EDUC 610	Comparative Education	20cr
EDAD 611	Management of Education and School Administration	16cr
REST 612	Research Methodology	20cr
Total Credits		56

Year 1 Semester II

Course Code	Course Name	Credits
EDUC 620	Educational Statistics	20cr
EDAD 621	Financing and Economics of education	16cr
EDAD 622	Staff Supervision Development and Training	20cr
Total Credits		56

Year 2: Semester I

Course Code	Course Name	Credits
EDUC 630	Educational Ethics and Professionalism	8cr
EDAD 631	Educational Policy and Planning	20cr
ORGB 631	Organization Behaviour	12cr

REST 632	Research Proposal writing	12cr
<i>Electives:</i>		
EDUC 639	Contemporary Educational Issues in East Africa	8cr
EDAD 632	Legal and ethical issues in educational administration	8cr
Total Credits		60

Year 2: Semester II

Course Code	Course Name	Credits
REST 642	Research Project and Dissertation	60cr
Total Credits		60

Master of Education - Assessment and Evaluation (MEDU-AE)

Programme Aims

The overall goal of the programme is to provide individuals with adequate graduate knowledge of educational measurement, research, statistics and evaluation methodologies to be able to teach and provide measurement and evaluation (assessment) services in relevant institutions and organisations with confidence. The programme is designed to provide students with adequate understanding of theories and principles in educational measurement and evaluation thereby becoming more confident and innovative in integrating theory and practice to promote scientific uses of measurement within the field of Education and related disciplines. It enables students to acquire professional skills to undertake research in the area of assessment, measurement and evaluation.

Programme Learning Outcomes

- a) critically discuss and evaluate current theory and research in selected areas of Educational and social policy and practice;
- b) understand and appreciate the roles of (and terminologies in) assessment and evaluation in Education (and human sciences);
- c) Evaluate and critique the types of assessment and its importance in learning;
- d) Design assessment appropriate to a variety of learning contexts, and the pertinence of utility issues (validity, reliability, bias, bandwidth and fidelity);
- e) Utilise the various forms of assessment in learning contexts, and evaluate the appropriateness of rubrics, standards, benchmarks and cut-off scores;
- f) Understand and apply the forms of feedback, diagnostics, remediation, extension and reporting;
- g) Understand and evaluate current international literature and reports on assessment and evaluation, and its applications for unit/school/institution/organisation;

- h) Develop and propose evaluation (and associated research) for enhancing learning, teaching, curriculum, performance and support; examine research principles and methods and apply those principles and methods in the evaluation and design, and conduct of research into current educational issues.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
EDUC 610	Comparative Education	20cr
REST 612	Research Methodology	20cr
EDUC 618	Evaluation Principles, Techniques and Models	16cr
Total Credits		56

Year 1 Semester II

Course Code	Course Name	Credits
EDUC 620	Educational Statistics	20cr
EDUC 628	Curriculum Design and Development	16cr
EDUC 629	Test Construction, Assessment and Evaluation	20cr
Total Credits		56

Year 2: Semester I

Course Code	Course Name	Credits
EDUC 630	Educational Ethics and Professionalism	8cr
REST 632	Research Proposal writing	12cr
EDUC 637	Advanced Educational Statistics	20cr
EDUC 638	Curriculum evaluation	12cr
<i>Electives:</i>		
EDUC 605	Test Theories	8cr
EDUC 639	Contemporary Educational Issues in East Africa	8cr
Total Credits		60

Year 2: Semester II

Course Code	Course Name	Credits
REST 642	Research Project and Dissertation	60cr
Total Credits		60

Postgraduate Diploma in Education – Teaching (PGDET)

Programme Aims

Postgraduate Diploma in Education and Teaching (PGDET) is an extensive programme that has been designed to meet the changing needs of the senior Educators and teaching professionals in schools, colleges and other educational institutions. The programme equips teachers and other

Educators with relevant skills to teach and manage Education at various levels. This training is necessitated by the fact that a large number of graduates join the teaching profession before they have received the necessary training and, therefore, prepares graduate teachers, tutors, lecturers and Education managers at different levels.

Programme Learning Outcomes

On successful completion of this programme, students will be able to:

- a) Demonstrate knowledge of a diverse range of national Education issues including current and emerging trends.
- b) Demonstrate critical thinking and skills concerning theory and practice of Education.
- c) Employ knowledge in curriculum design, development, implementation and evaluation.
- d) Integrate skills including ICT skills to teach the current generation of learners.
- e) Prepare would-be teachers, researchers and other personnel to lead, manage, administer, and supervise Education programmes as well as to serve as policy formulators, implementers, and change agents.
- f) Develop pedagogical content knowledge for effective teaching of given school subjects.
- g) Develop effective strategies for planning, conducting and evaluating of teaching of given school subjects.

Programme Structure

Year 1 Semester I

Course Code	Course Name	Credits
EDUC 616	Philosophy and Foundation of Education	16cr
EDUC 617	Education Theories, Principles of Teaching and Learning	16cr
EDUC 630	Educational Ethics and Professionalism	8cr
EDUC 639	Contemporary Educational Issues in East Africa	8cr
<i>Electives:</i>		
EDUC 601	Pedagogy of Science Education	16cr
EDUC 602	Pedagogy of Mathematics Education	16cr
EDUC 603	Pedagogy of Language Education	16cr
EDUC 604	Pedagogy of Social Science Education	16cr
Total Credits		64

Year 1 Semester II

Course Code	Course Name	Credits
EDUC 628	Curriculum Design and Development	16cr
EDUC 629	Test Construction, Assessment and Evaluation	20cr
EDUC 636	Education Media, Technology and development of Teaching Materials	12cr
EDUC 608	Educational Psychology and Management of Learning	12cr
EDUC 609	Teaching Practice and Education Seminar	24cr
Total Credits		76

Postgraduate Diploma in Education – Administration (PGDEA)

Programme Aims

The Post Graduate Diploma in Educational Administration programme is designed particularly for those aspirants who are aiming to enter into managerial positions in Educational institutions and learn the nuances of managing the institutions and be a part of the management of an Educational institution. The Post Graduate Diploma in Educational Management certificate earned after the successful completion of the 1 (One) Year course will ensure that the aspirants are able to create employment opportunities for themselves in institutions around the world.

Programme Learning Outcomes

On successful completion of this programme, students will be able to:

- Gain depth and multi-disciplinary understanding of Educational Management Discipline
- Develop competencies and skills required to become an Educational Administrator/ Manager/Supervisor/Co-ordinator
- Develop entrepreneurship to start any Educational Institution or Programmes
- Develop an understanding of educational policies and programmes

Programme Structure

Year 1 Semester I

Course Code	Course Name	Credits
ACCT 612	Accounting for Educators	8cr
EDAD 611	Management of Education and School Administration	16cr
EDAD 631	Educational Policy and Planning	20cr
EDAD 632	Legal and ethical issues in Educational administration	8cr
ORGB 631	Organization Behaviour	12cr
Total Credits		64

Year 1 Semester II

Course Code	Course Name	Credits
EDAD 621	Financing and Economics of Education	16cr
EDAD 622	Staff Supervision Development and Training	20cr
EDAD 623	Principles and Practice of Management	12cr
EDAD 624	Public Finance and Procurement	12cr
EDAD 625	Financial Management and Budgeting for School Operations	12cr
Total Credits		72

23.5.2 Undergraduate Bachelor Degree

Bachelor of Arts with Education (BA-EDU)

Programme Aims

The programme is designed to offer a student specialized knowledge, skills, and competence in selected subject combinations for teaching in secondary school environment and in teacher training colleges. It also provides an opportunity for self employment and to join postgraduate studies programmes or advance into other professional qualifications. The combinations offered are History and Geography, English and Geography, English and Kiswahili, History and English, History and Kiswahil, and Kiswahili and Geography.

Programme Learning Outcomes

Upon successful completion of this programme, students will be able to:

- Integrate an in-depth, broad and coherent knowledge of: discipline content, Educational theory and practice relevant to secondary teaching.
- Apply the skills in classroom practice required of a graduate secondary teacher.
- Apply content knowledge in a specific subject area to design learning tasks that reflect best practice and meet curriculum, assessment and reporting requirements.
- Plan for, facilitate and critically reflect on learning programs for secondary students.
- Explain the implications for learning of students' physical, cultural, social, linguistic and intellectual characteristics.
- Assess, provide feedback and report on student learning.
- Apply practical strategies for creating rapport with students and guiding student behavior.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
ICT 101	Information Technnology I	2cr
LANG 102	Communication Skills I	3cr
EDUC 113	History and Philosophy of Education	3cr
EDUC 115	Educational Psychology	3cr
<i>Specialisations</i>		
LANG 111	Introduction to Study of Language	3cr
LANG 112	English Structure	3cr
GEO 111	Introduction to Physical Geography	3cr
GEO 112	Environmental Conservation Education	3cr

HIST 111 Main Concepts and Perspectives in Historical Scholaships	3cr
HIST 112 Survey of the World History to 1500 AD	3cr
KIS 111 Utangulizi wa Miundo ya Kiswahili	3cr
KIS 112 Historia ya Kukua na Kuenea kwa Kiswahili na Lahaja Zake	3cr
KIS 113 Utangulizi wa fasihi ya kiswahili	3cr
Total Credits	20

Year I: Semester II

Course Code	Course Name	Credits
ICT 111	Information Technology II	2cr
LANG 112	Communication Skills II	3cr
EDUC 221	Basic Principles of Teaching and Learning	3cr
DS 111	Development Studies	3cr
<i>Specializations</i>		
EDUC 125	Teaching Practice I	6cr
EDUC 128	Teaching Methods in English	3cr
EDUC 127	Teaching Methods in Geography	3cr)
EDUC 124	Teaching Methods in History	3cr
EDUC 126	Mbinu za Kufundisha Kiswahili	3cr
LANG 121	Theory of Literature	3cr
LANG 122	Introduction to African Literature	3cr
GEO 121	Climatology	3cr
GEO 122	Cartography and Surveying	3cr
HIST 121	Capitalism and Imperialism in the World History	3cr
HIST 122	Themes in African History	3cr
KIS121	Isimu Jamii	3cr
KIS 122	Mofolojia ya Kiswahili	3cr
Total Credits		32

Year 2 : Semester I

Course Code	Course Name	Credits
EDUC 211	Educational Measurement, Evaluation and Statistics	3cr
EDUC 202	Gender Issues in Education	3cr
LANG 211	General Phonetics and Phonology	3cr
LANG 213	General Linguistics	3cr
LANG 215	Poetry	3cr
GEO 211	Quantita-tive Techniques and Research Methods in Geography	3cr
GEO 212	Soil Resource	3cr
<i>Electives (Choose One in each subject of your specilisation)</i>		
GEO 213	Transportation Systems	3cr
GEO 214	Urban Systems	3cr
HIST 211	Philosophies and Methodologies of History	3cr

HIST 213	History of Tanzania	3cr
HIST 216	Archeology of Tanzania	3cr
KIS 212	Sintaksia ya Kiswahili	3cr
KIS 213	Fonetiki na Fonolojia ya Kiswahili	3cr
KIS 211	The Kiswahili Novel I	3cr
Total Credits		24

Year 2: Semester II

Course Code	Course Name	Credits
REST 225	Research Methods in Education	3cr
EDUC 227	Professional Ethics for Educators	3cr
EDUC 201	Educational Guidance and Counselling	3cr
EDUC 212	Teaching Practice II	6cr
LANG 212	Socio Linguistics	3cr
LANG 222	Varieties of English	3cr
LANG 223	Drama	3cr
GEO 222	Population Studies and Development I	3cr
GEO 226	Urban Transport Planning and Management	3cr
GEO 227	Biography	3cr
HIST 221	History of East Africa	3cr
HIST 226	History of Central Africa	3cr
KIS 222	Ushairi wa Kiswahili	3cr
KIS 223	Tamthilia ya Kiswahili na Uhakiki	3cr
KIS 224	Mbinu za Utafiti na Uandishi wa Tasinifu kwa Kiswahili	3cr
Electives (Choose One)		
HIST 214	Survey of World History of Globalization	3cr
HIST 215	Survey of World History of Science and Technology for Ancient to Medieval Times	3cr
Total Credits		33

Year 3: Semester I

Course Code	Course Name	Credits
EDUC 311	Educational Management Administration	3cr
EDUC 313	Curriculum Development	3cr
REST 313	Research Proposal Writing	2cr
LANG 312	Applied Linguistics	3cr
LANG 313	Interpretation and Translation: Theory and Practice	3cr
GEO 311	Population, Resources and Development II	3cr
GEO 312	Geographical Information Systems	3cr
HIST 311	Economic History of Tanzania	3cr
HIST 313	History of West Africa	3cr
KIS 311	Tafsiri: Nadharia na Vitendo	3cr
KIS 312	Semantiki na Pragmatiki	3cr
LANG 315	Oral Literature	3cr

LANG 314	Sociology of Literature	3cr
GEO 315	Contemporary Geography in Africa	3cr
GEO 314	Medical Geography	3cr
HIST 312	History of North Africa	3cr
HIST 316	Political Economy of USA	3cr
HIST 324	Neo-Colonialism and Revolution Movement	3cr
Total Credits		30

Year 3: Semester II

Course Code	Course Name	Credits
EDUC 322	Contemporary Issues in Education	3cr
EDUC 323	Special Needs Education	3cr
REST 325	Research Project in Education	3cr
RELS 321	Foundation of Professional Faith and Ethics	3cr
<i>Specializations</i>		
LANG 321	Semantics and Pragmatics	3cr
LANG 322	Historical and Comparative Linguistics	3cr
GEO 321	Environmental Policy and Planning	3cr
GEO 326	Remote Sensing	3cr
HIST 324	History of South Africa	3cr
HIST 325	Industrialization and the Rise of Working Class in Britain	3cr
KIS 321	Leksikografia	3cr
KIS 322	Uandishi wa Kubuni kwa Kiswahili: Nadharia na Vitendo	3cr
<i>Electives (Choose One in each subject of your specialisation)</i>		
LANG 323	Stylistics	3cr
LANG 324	Lexicography	3cr
GEO 322	Agriculture and Rural Settlement Planning	3cr
GEO 323	Project Planning and Management	3cr
HIST 321	Population and Urban History of Tanzania	3cr
HIST 314	Oral Histories of Tanzania	3cr
Total Credits		30

Bachelor of Education (Mathematics) – (BED MATH)

Programme Aims

The programme is designed to enable students gain a general appreciation of Mathematics and Mathematical proof, knowledge of Mathematical theory, the ability to make rigorous logical arguments, experience with applications, recognition of connections between different branches of Mathematics, the ability to communicate technical ideas, and the ability to work independently

on a Mathematical problem. A student can join postgraduate studies in his/her career development.

Programme Learning Outcomes

Upon successful completion of this programme, students will be able to:

- a) Recognize problem solving techniques appropriate to a given situation.
- b) Demonstrate the use of technology to understand, solve, and generalize problems.
- c) Demonstrate an understanding of commonly used facts, formulas, terminology, and definitions.
- d) Write well-constructed and logical Mathematical proofs.
- e) Apply critical reasoning to analyze a written Mathematical proof, with the ability to locate and correct logical fallacies; construct a logical argument in the form of a Mathematical proof.
- f) Engage in analyzing, solving, and computing real-world applications of finite and discrete Mathematics,
- g) Engage in analyzing, solving, and computing real-world applications of finite and discrete Mathematic

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
EDUC 113:	History and Philosophy of Education	3cr
EDUC 115:	Educational Psychology	3cr
ICT 101:	Information Technology I	2cr
LANG 101:	Communication Skills I	3cr
MATH 112:	Functions and Trigonometry	3cr
MATH 114:	Foundation of Analysis	3cr
MATH 116:	Probability and Statistics I	3cr
Total Credits		20

Year 1: Semester II

Course Code	Course Name	Credits
DS 111;	Development Studies	3cr
EDUC 121:	Basic Principles of Teaching and Learning	3cr
EDUC 123:	Methods of Teaching Mathematics I	3cr
EDUC 125:	Teaching Practice I	6cr
ICT 111:	Information Technology II	2cr
LANG 112:	Communication Skills II	3cr
MATH 122:	Calculus I	3cr
MATH 124:	Vectors and Vector Mechanics	3cr
MATH 126:	Linear Algebra	3cr
Total Credits		31

Year 2 Semester I

Course Code	Course Name	Credits
EDUC 211	Educational Measurement, Evaluation & Statistics	3cr
EDUC 213	Methods of Teaching Mathematics II	3cr
ICT 205	Computer Programming	3cr
ICT 215	Instructional Technology in Mathematics Teaching	3cr
MATH 212	Calculus II	3cr
MATH 214	Probability and Statistics II	3cr
MATH 216	Abstract Algebra	3cr
EDUC 202	Gender Issues in Education	2cr
Total Credits		21

Year 2: Semester II

Course Code	Course Name	Credits
EDUC 212	Teaching Practice II	6cr
EDUC 221	Educational Guidance and Counselling	3cr
EDUC 225	Educational Media, Technology and the Teaching of Computer Skills	3cr
EDUC 227	Professional Ethics for Educators	2cr
MATH 222	Ordinary Differential Equations	3cr
MATH 224	Numerical Analysis	3cr
MATH 226	Operational Research I	3cr
REST 225	Research Methods in Education	3cr
Total Credits		26

Year 3 Semester I

Course Code	Course Name	Credits
EDUC 311	Educational Management & Administration	3cr
EDUC 313	Curriculum Development and Teaching	3cr
ICT 316	System Support and Administration	2cr
MATH 312	Calculus III	3cr
MATH 314	Partial Differential Equations	3cr
MATH 316	Operational Research II	3cr
Total Credits		20

Year 3: Semester II

Course Code	Course Name	Credits
RELS 321	Foundations of Faith and Ethics	3cr
MATH 322	Topology	3cr
EDUC 322	Contemporary Issues in Education	3cr
EDU 323	Special Needs Education	3cr
MATH 324	Discrete Mathematics	3cr
REST 325	Research Project: Education	3cr
ICT 331	Web Page Design & Administration	2cr

23.5.3 Diploma Programmes

Diploma in Information Technology (DIT) -240 Credits

Programme Aims

The programme aims at providing a student with a wide range of practical knowledge and skills in IT and general ICT in order to work efficiently in any IT industry. The programme enable students to advance to bachelor degree or professional programmes.

Programme Learning Outcomes

Upon successful completion of this programme, students will be able to:

- Apply basic computing methods and principles to a range of problems.
- Apply Mathematical and scientific reasoning to a variety of computing problems.
- Successfully design, implement, and document solutions to computing problems.
- Recognize social and ethical responsibilities regarding computational technology.
- Analyze and compare solutions to computing problems.
- Work effectively in teams to create solutions to computing problems

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
DIT 101:	Computer Mathematics I	2cr
DIT 102:	Micro Computer Application and Informatics	3cr
DIT 103:	Introduction to Ethics of Computing	2cr
DIT 104:	Introduction to Programming Fundamentals	3cr
DIT 105:	Introduction to Web Design	2cr
DIT 106:	Communication Skills I	2cr
DIT 107:	Foundation of Faith and Professional Ethics	2cr
DIT 108:	Development Studies	2cr
Total Credits		16

Year 1: Semester II

Course Code	Course Name	Credits
DIT 109:	Computer Mathematics II	2cr
DIT 110;	Introduction to Operating System Configuration	2cr
DIT 111:	Introduction to Database Design	3cr
DIT 112:	Introduction to Computer Architecture	2cr
DIT 113:	Communication Skills II	2cr
DIT 114:	Fundamentals of Data Structures and Algorithms	2cr

DIT 115:	Introduction to Systems Analysis and Design	2cr
DIT 116:	Field Training (Internship)	2cr
Total Credits		17

Year 2: Semester I

Course Code	Course Name	Credits
DIT 201;	Management Information System	2cr
DIT 202:	Database Administration	3cr
DIT 203:	Introduction to Network Design	3cr
DIT 204:	Introduction to Computer Graphics	3cr
DIT 205:	Introduction to E-Commerce	2cr
DIT 206:	Introduction to Object Oriented Programming	3cr
<i>Electives (Choose One)</i>		
DIT 207:	Financial Management	2cr
DIT 208:	Business Law	2cr
DIT 209:	Cyber Law	2cr
Total Credits		18

Year 2: Semester II

Course Code	Course Name	Credits
DIT 210;	PC Diagnosis and Maintenance	2cr
DIT 211:	Introduction to Statistics	2cr
DIT 212:	Multimedia	2cr
DIT 213:	Introduction to IT Project Management	2cr
DIT 214	Final Project	4cr
Total Credits		12

23.5.4 Diploma Programmes

Certificate in Information Technology (CIT) —120 Credits

Programme Aims

This programme is designed to provide basic knowledge and skills to a student in order to understand the basic information technology and acquire computer literacy and its application to business and organisations. It also offers opportunities to advancement to diploma programmes.

Programme Learning Outcomes

Upon successful completion of this programme, students will be able to:

- Enter ICT employment and flexibly satisfy the needs of employers.
- Effectively use office applications and Business information technology systems.
- Be engaged in self-employment.
- Manage simple computerized information systems.
- Develop the knowledge and skills needed to work effectively with ITs.

- f) Demonstrate knowledge and skills of computer hardware maintenance, system administration, network design and administration and systems development.
- g) Join diploma in Information Technology related fields

Programmes Structure

Year 1: Semester I

Course Code	Course Name	Credits
CIT 100:	Computer Fundamentals	3cr
CIT 101:	Ms. Office Applications (Word and Excel)	3cr
CIT 102:	Communication and Writing Skills	3cr
CIT 103:	Windows Operating System	3cr
CIT 104:	Fundamentals of Computer Hardware	3cr
CIT 105:	Basics of Web Design Using HTML	3cr
Total Credits		18

Year 1: Semester II

Course Code	Course Name	Credits
CIT 201:	Programming Basics with C++	3cr
CIT 202:	Basic Computer Mathematics	3cr
CIT 203:	Database Development	3cr
CIT 204:	Introduction to Networking	3cr
CIT 205:	Practical Application Development	3cr
CIT 206:	Even Driven Programming	3cr
FPE 011:	Foundations of Faith and Professional Ethics	3cr
Total Credits		21

23.6 Department of Psychology

23.6.1 Postgraduate Programmes

Master of Science in Counselling Psychology

Programme Aims

This programme addresses the theoretical approaches used in counseling, therapy and intervention. The aim of the programme is to allow students with an interest in human services to better understand the options open to both counselors and clients when engaging in counseling and therapeutic processes. Students are encouraged to think about how the various approaches might fit with their personal style and beliefs about counseling in a variety of settings such as universities, industries, mental health and mental retardation centres, rehabilitation settings and hospitals.

Programme Learning Outcomes

Upon successful completion of this programme, students will be able to:

- a) Identify systemic clinical concerns based on both client presentations as well as consider issues like trauma, crises, and substance abuse as motivators to begin marriage and family therapy treatment.
- b) Develop evidence-based treatment plans tailored to address client concerns.
- c) Evaluate a variety of foundational and contemporary family theories and therapy models and interventions.
- d) Integrate foundational and contemporary models of counseling into treatment plans and case conceptualization.
- e) Apply current laws and ethical issues affecting marriage and family therapists.
- f) Apply worldview framework and its application to the practice of marriage and family therapy.
- g) Apply knowledge of research, evidence-based treatments, and basic strategies for evaluating research relevant to the practice of marriage and family therapy.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
PSYC 701	Human Behaviour: A developmental Perspective	7cr
PSYC 702	Psychopathology & Neuropsychopharmacology: Assessment and Intervention	7cr
PSYC 703	Psychological Assessment, Counselling Methods & Practice	7cr
PSYC 704	Relationships, Marriages and Family Counselling	7cr
PSYC 705	Ethics, Legal, Professional Consultation and Supervision in Counselling Psychology	7cr
PSYC 706	Cultural Diversity in Counselling Psychology	7cr
Total Credits		42

Year 1: Semester II

Course Code	Course Name	Credits
PSYC 707	Counselling Methods in Children and Adolescents	7cr
PSYC 708	Alcohols and Drug Abuse Counselling	7cr
PSYC 710	Crisis and Psycho trauma Assessment and Counseling	7cr
REST 643	Advanced Research Methodology	7cr
<i>Electives (Choose One)</i>		
PSYC 711	Counselling and Rehabilitation of the Disadvantaged	5cr
PSYC 712	Applied Health Psychology	5cr
PSYC 713	Career Development, Guidance and Counselling in Schools	5cr
PSYC 714	Counselling and Consultation Practices in Organizations	5cr
PSYC 715	Spirituality in Counselling	5cr
Total Credits		35

Year 2: Semester I

Course Code	Course Name	Credits
PRAC 700	Internship in Counselling Psychology Practice	40cr
REST 715	Dissertation Proposal Preparations and Defense	10cr
Total Credits		50

Year 2: Semester II

Course Code	Course Name	Credits
REST 716	Dissertation	60cr
Total Credits		60

23.6.2 Undergraduate Degree Programmes

Bachelor of Counselling Psychology

Programms Aims

The main purpose of this program is to prepare Counselling Psychology professionals who are well grounded in theory and effective practice in diverse environments. The programme provides professional and practical qualification in real - life counselling expertise for people practising counselling Psychology, including in organisations such as the workplace, industries, hospitals, prisons, places of worship, schools and community and rehabilitation and other such areas. Students are able to integrate theory and practice in a highly interactive learning community.

Programme Learning Outcomes

Upon completion of the programme, students are expected to:

- Conduct assessment and develop interventions for clients from diverse environments
- Apply theories of counselling in Psychological intervention. Successful
- Demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and Historical trends in counselling Psychology.
- Apply Psychological principles to individual, interpersonal, group, and societal issues.
- Employ intervention strategies in accordance with major theories, concepts and practice in counselling Psychology.
- Appraise and formulate resolutions for ethical issues and dilemmas in a manner consistent professional standards in counselling and Psychotherapy.

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
PSYC 103	Counselling Skills	10cr
PSYC 101	Interpersonal Skills	10cr
PSYC 102	Introductions to Psychology	10cr
PSYC 104	Developmental Psychology	10cr
ICT 102	Information and Communication Technology	10cr

LANG 103	Communication Skills I	10cr
Total Credits		60

Year I : Semester II

Course Code	Course Name	Credits
PSYC 141	Conflict Management	10cr
SOCS 102	Group work Theory and Practice	10cr
PSYC 142	Social Psychology	10cr
SOCS 105	Contemporary Issues in Society	10cr
DS 108	Development Studies	10cr
SOCS 104	Foundations of Faith and Ethics	10cr
Total Credits		60

Year 2 : Semester I

Course Code	Course Name	Credits
PSYC 201	Abnormal Psychology (Psychopathology)	10cr
PSYC 202	Psychological Approaches in Counselling	10cr
PSYC 203	Counselling in Situations of Crisis and Loss	10cr
PSYC 204	Family and Relationship Counselling	10cr
PSYC 205	Counselling People Living with Chronic Physical Illnesses	10 cr
PSYC 206	Psychotrauma Counselling Approaches	10cr
Total Credits		60

Year 2: Semester II

Course Code	Course Name	Credits
PSYC 211	Organizational/Industrial Psychology and Management	10cr
PSYC 212	Cross Cultural Counselling	10cr
PSYC 213	Alcohol & Other Drugs Counselling & Rehabilitation	10cr
SOCS 200	Social, Legal and Ethical Issues in Counselling Psychology	10 cr
REST 203	Applied Social Research Methods	10cr
Electives (Choose One)		
PSYC 214	Perspectives in Gender and Sexuality	10cr
PSYC 215	Working with People with Special Needs.	10cr
PSYC 216	Guidance and Counselling in Schools	10cr
PSYC 217	Working with Children and Adolescents	10cr
PSYC 218	Working with Older People	10cr
Total Credits		60

Year 3 : Semester I

Course Code	Course Name	Credits
PRAC 301:	Practicum in Counselling Psychology	50cr
REST 308:	Proposal Preparation and Presentation	10cr
Total Credits		60

Year 3: Semester II

Course Code	Course Name	Credits
PRAC 302 P	racticum in Counselling Psychology	40cr
REST 309	Research Project in Counselling Psychology	20cr
Total Credits		60

23.6.3 Diploma Programmes

Diploma in Counselling Psychology – (DCP)

Programme Aims

The Diploma in Counselling Psychology aims at providing a student with knowledge, skills, and competencies in counselling techniques using various diagnostic techniques in human behaviour and characteristics. A successful student can join a degree programme in counselling Psychology or be self employed.

Programme Learning Outcomes

Upon completion of the programme, students are expected to:

- Apply professional skills in counseling psychology.
- Identify and solve different types of psycho-social problems at a basic level.
- Undertake basic research relevant to their profession.
- Apply accepted standards of ethical and professional conduct to their work.
- Become proficient as entry-level psychologists capable of conducting counseling and psychotherapy and evaluating client progress and outcomes

Programme Structure

Year 1: Semester I

Course Code	Course Name	Credits
PSYC 014	Counselling Skills	10cr
PSYC 015	Interpersonal Skills	10cr
PSYC 012	Introduction to Psychology	10cr
PSYC 013	Developmental Psychology	10cr
ICT 012	Information and Communication Technology	10cr
LANG 014	Communication Skills	10cr
SOCS 013	Foundation of Faith and Ethics	10cr
Total Credits		70

Year 1 :Semester II

Course Code	Course Name	Credits
PSYC 016	Conflict Management	10cr
SOCS 014	Group work Theory and Practice	10cr
PSYC 018	Counselling in Situations of Crisis and Loss	10cr

SOCS 015	Contemporary Issues in Society	10cr
DS 011	Developmental Studies	10cr
PSYC 115 028	Family and Relationship Counselling	10cr
Total Credits		60

Year 2: Semester I

Course Code	Course Name	Credits
PSYC 023	Abnormal Psychology (Psychopathology)	10cr
PSYC 042	Psychological Approaches in Counselling	10cr
PSYC 043	Social, Legal and Ethical Issues in Counselling Psychology	10cr
PSYC 044	Counselling People Living with Chronic Physical Illnesses:	10cr
PSYC 045	Psychotrauma Counselling Approaches	10cr
PSYC 046	Cross Cultural Counselling	10cr
<i>Electives (Choose One)</i>		
PSYC 051	Perspectives in Gender and Sexuality	10cr
PSYC 052	Working with People with Special Needs	10cr
PSYC 053	Guidance and Counselling in Schools	10cr
PSYC 054	Working with Children and Adolescents	10cr
PSYC 055	Working with Older People	10cr
Total Credits		70

Year 2 : Semester II

Course Code	Course Name	Credits
PRAC 022	Practicum in Counselling Psychology	20cr
PSYC 041	Project in Counselling Psychology	10cr
Total Credits		30

23.6.4 Certificate Programmes

Certificate in Counselling Psychology – (CCP)

Programme Aims

The course aims at enabling the student to understand the basics of professional psychology. The student will gain knowledge of and competence in diverse inquiry strategies and the ability to critically review and evaluate issues related to Counseling Psychology

Programme Learning Outcomes

Upon completion of the programme, students are expected to:

- Acquire basic concepts and historical background of counselling psychology
- Apply basic skills and competences of counselling psychology
- Gain and apply the knowledge of psychotherapy theories that serve as a base of counselling thought

- d) Appreciate the institutional systems that serve as a framework of counselling professional activities

Programmes Structure

Year 1: Semester I

Course Code	Course Name	Credits
PSYC 0014	Counselling Skills	10cr
PSYC 0015	Interpersonal Skills	10cr
PSYC 0012	Introduction to Psychology	10cr
PSYC 0013	Developmental Psychology	10cr
ICT 0012	Information and Communication Technology	5cr
LANG 0014	Communication Skills	5cr
SOCS 0013	Foundations of Faith and Ethics	5cr
Total Credits		55

Year1: Semester II

Course Code	Course Name	Credits
PSYC 0016	Conflict Management	10cr
PSYC 0017	Cross cultural Counselling	10cr
PSYC 0018	Counselling in Situations of Crisis and Loss	10cr
PSYC0019	Social, Legal and Ethical Issues in Counselling Psychology	5cr
PSYC 0020	Abnormal Psychology (Psychopathology)	10cr
PSYC 0021	Psychological Approaches in Counselling	10cr
PSYC 0022	Family and Relationship Counselling	10cr
PSYC 0023	Practicum in Counselling Psychology	10cr
Total Credits		75

24.0 General Examination Regulations

24.1 Citation, Authority and Application

- 24.1.1 These regulations shall be called the examination regulations of the University of Iringa (UoI)
- 24.2.2 These regulations are made under section 16(2) (m) of the University of Iringa (UoI) Charter 2022.
- 24.2.3 The Senate shall have the overall authority in all matters concerning and affecting examinations as per Section 23 (1) (b) (ii) of the UoI Charter 2022. These Regulations shall, therefore, become effective upon approval by the Council.
- 24.2.4 These regulations shall apply to Technician Certificate, Ordinary Diploma, Bachelor Degree and Postgraduate Programmes

24.2 Definition of Terms

For the purpose of these Regulations:

- i. *Academic Year* means a period of study consisting of two semesters of 18 weeks each.
- ii. *Board of Examiners* means a board comprising of the Head of Departments and all persons who have taught and examined courses in a Semester.
- iii. *Candidate* means any person dully registered in any programme of study of the University and who is eligible for examination.
- iv. *Cheating* means possession of, using, giving, receiving or copying unauthorised material during and/or after a test, examination, assignment, report, dissertation, thesis or collaborating with another candidate to commit examination irregularity. It also includes any form or kind of dishonesty or destruction or falsification or any evidence of examination irregularity.
- v. *Continuous Assessment* is any form of evaluation, such as tests, quiz, presentations, graded practicals, projects and assignments, during a semester and count towards University Examinations.
- vi. *Core course* means a course which is compulsory for all students in a particular programme.
- vii. *Elective Course* means a course which a student may choose, according to interest, subject to approval by the relevant department, and shall be taken into account for the purpose of classification awards.

- viii. *Examination number* means a registration number of a student or any other unique number given to the student by the institute for the purpose of identification and the same shall be used for examination purposes.
- ix. *Examination Irregularity* mean any conduct committed by a candidate in the course of examination that violates these regulations.
- x. *Examination Moderation* means having a second marker checking a sample of work, along with the first marker's marks and comments, to verify the overall standard of marking and the use of the marking criteria.
- xi. *Examination Officer* means a person appointed by the Vice Chancellor (VC) to coordinate all examination activities at the University. Such person is responsible to the Deputy Vice Chancellor – Academics, Research and Consultancy (DVC-ARC) and ultimately to the VC.
- xii. *External Examiner* means a distinguished scholar external to the University from the rank of Senior Lecturer and above who has been nominated by the Head of Department/Faculty Dean and approved by the Deputy Vice Chancellor for Academics Research and Consultancy to moderate University Examinations, including Research Thesis/Dissertation Reports.
- xiii. *Internal Examiner* means an academic member of staff (including part-time staff) who has taught the course he/she is examining or any member of staff appointed by the Head of Department for the purpose.
- xiv. *Invigilator* means a person given the responsibility (either sole or shared) of supervising candidates sitting for examinations.
- xv. *Invigilation* means the act of supervising candidate/candidates sitting for examinations
- xvi. *Ordinary University Examinations* means those examinations held at the end of each Semester or end of each Academic year or as may be determined by Senate.
- xvii. *Pre-requisite Course* means a course which must be taken and completed successfully before one can register for a given course.
- xviii. *Probation examination* means an examination given to students who have failed a course on first attempt or supplementary
- xix. *Provisional results* means examination results released by a faculty or institute and awaiting the approval of the University Senate.
- xx. *Required Course* means a course which is supportive of or beneficial to a discipline.
- xxi. *Senate* means the Senate of the University, which is the principal overall decision-making organ of the Council in respect of all academic matters of the University.
- xxii. *Semester* means a period of study of normally not less than 18 weeks or such a period as may be determined by Senate for any academic year.
- xxiii. *Special Examinations* means examinations which, after approval by Senate, are administered to candidates who did not sit the ordinary University examinations for an approved reason.

- xxiv. *Supplementary Examinations* means those examinations which are administered to candidates who have failed to attain the pass mark of the main University examination approved by the Senate.
- xxv. *Time Table Master* means an officer responsible for producing, creating or developing a schedule regarding when Examinations will be held at the UoI.
- xxvi. *Unauthorized materials* means materials such as radios, soft and alcoholic drinks or cell phones, handbags, purses, books, written and other form of papers or materials or any other related device and or gadget likely to defraud.
- xxvii. *University Almanac* means a schedule of University activities, including examination dates.
- xxviii. *University examinations* includes end of semester, special, supplementary and re-sit examinations.

24.3 University examinations

- 24.3.1 There shall be ordinary main University Examinations to be held under such times and conditions as the Senate may prescribe.
- 24.3.2 All the courses offered for gaining credit shall be examined during the last two weeks of the semester in which the courses are offered.
- 24.3.3 Dates for the ordinary end of semester, Special examination, Supplementary and resit shall be published in the University almanac.
- 24.3.4 The Time Table Master in consultation with the Examination Officer shall design examination timetables and publish them in the University Website at least two (2) weeks before commencement of the examinations.
- 24.3.5 University Examinations shall be administered according to an examination timetable prepared by the Time Table Master and approved by the Deputy Vice Chancellor for Academics, Research and Consultancy (DVC-ARC).
- 24.3.6 An ordinary University Examination session will vary for non-degree, degree and postgraduate programmes as indicated in section 22.2.
- 24.3.7 All University examinations shall be conducted and administered within the working days.
- 24.3.8 Examinations shall be conducted for the purpose of awarding credit to learners for attainment of learning outcomes specific to a course and/or award.
- 24.3.9 Examinations shall include continuous assessments and end of semester examinations including oral examinations where applicable.
- 24.4.10 Continuous Assessment shall comprise of practicals, tests, quiz, assignments, seminar presentations and oral tests.

24.5 Special, Supplementary, and Probation Examinations

Special, Supplementary, and Probation Examinations(s) shall be offered once during the long vacation.

24.6. Special Examinations

24.6.1 Any candidate who misses/anticipates to miss the ordinary University examinations shall fill an online application form for special examination(s) indicating evidence/ reasons that made him/her miss the examination within 48 hours from the time the examination was scheduled.

24.6.1 The duly filled application form should be addressed to the Faculty Dean through the Dean of Students and the relevant Head of Department.

24.6.2 All cases for Special Examination shall be approved by the Faculty/Institute Board and reported to the DVC-ARC.

24.6.3 The Special examination(s) shall be offered as specified in the University Almanac.

24.7 Supplementary Examinations

24.7.1 Any candidate who scores a D grade for undergraduate programmes or C for postgraduate programmes in the ordinary University/Special examinations shall sit for supplementary Examination.

24.7.2 Any candidate who anticipates to sit for supplementary examinations shall fill an online application form for supplementary examination(s).

24.7.3 The duly filled application form shall be addressed to the Faculty Dean/Director of Institute through the relevant Head of Department.

24.7.4 A non-refundable fee of Tshs 20,000 per each supplemented course shall be paid.

24.7.5 A stamped bank Pay-in-slip by the Finance Office shall be produced and submitted to the examination invigilator before entering in the examination room.

24.7.6 The pass mark for supplementary examination shall be recorded as C undergraduate programmes, and B for postgraduate programmes.

24.10 Probation Examinations

24.10.1 Any candidate who fails the supplementary examination(s) or scores E grade in Ordinary University/ Special Examinations shall sit for Probation Examination(s).

- 24.10.2 A candidates who fails a probation examination, shall be allowed to to attempts for the second time, provided that he/she is within the given period of registration (has not overstayed).
- 24.10.3 A candidate who fails the probation examination at the second attempt shall repeat the course failed upon completing his/her study program as a requirement for graduation
- 24.10.4 A non-refundable fee of Tshs 20,000 per each probation examination course shall be paid.
- 24.10.5 A stamped bank Pay-in-slip by the Finance Office shall be produced and submitted to the examination invigilator before entering in the examination room.
- 24.10.6 The pass mark for resit examination shall be recorded as C undergraduate programmes, and B for postgraduate programmes.
- 24.10.7 A candidate who repeats the failed course shall be required to pay a repeat course fee per credit hour of study as shall be determined by the University from time to time.
- 24.10.8 A candidate who fails the repeat course shall be discontinued from studies.

24.11 University Examinations Setting

- 24.11.1 University Examination process presupposes responsibility, integrity and confidentiality on the part of all university personnel involved.
- 24.11.2 All University examinations shall be set by members of academic staff who taught the subject(s) offered during the semester or such other persons appointed by the relevant Head of Department.
- 24.11.3 The course lecturer shall submit the set examination paper(s) in soft copy to the Head of Deaprtment/Faculty Dean/Institute Director for moderation.
- 24.11.4 All examiners must abide by deadlines. Any examiner who fails to meet the deadline and hence cause any delay in the processing of examinations shall be dealt with as may be so instructed by the disciplinary authority.

24.12 Standard University Examination Paper

- 24.12.1 The examination paper to be set should meet the following criteria:
- a) is compatible with the learning outcomes of a particular course or module;
 - b) the questions offers a good coverage of the curriculum;
 - c) the questions are set following a table of specification
 - d) the examiner observes external examiner's comments of the course/module for the previous year(s);
 - e) it contain testing material that enables differentiation of students' qualities; and

- f) If there is a choice of questions, then such questions should be of even standard, well balanced and of comparable length.
- 24.12.2 The minimum duration for the University examination shall be two (2) hours and the maximum duration shall be three (3) hours depending on the level of learners.
- 24.12.3 The minimum number of questions in a paper shall be five (5) and the maximum number shall be six (6) questions with an average attempt time of 30 minutes per question.
- 24.12.4 The marks distribution in each question shall not exceed 15 marks
- 24.12.5 Courses whose examination format is governed by professional bodies shall adopt the directives of the professional body concerned.

24.13 University Examinations Moderation

- 24.13.1 All University examinations shall be moderated by both internal moderators and/or external who shall be appointed by the DVC-ARC upon recommendations from relevant department.
- 24.13.2 Members of academic staff who taught the courses shall be required to submit the draft examination questions together with authorized syllabus used in teaching to the Faculty Dean within the specified time.
- 24.13.3 There shall be an examination moderation committee of experts for each department/faculty/ whose responsibility shall be:
 - a) Ensure that there are general instructions on the front cover of the Examination Paper, including course code, name, time allocation, etc;
 - b) Pay attention to the general format of the examination to ascertain compliance to University template;
 - c) Ensure that there is a balance between the time allocated for the paper, the complexity or level of difficulty of the questions and marks allocated;
 - d) Ensure that special tables, formulae and other technical documents accompanying the Examination Paper are available as per assessment requirements;
 - e) Pay attention to clarity and simplicity of language and correct spellings in the Examination Paper;
 - f) Edit and suggest improvements (if any) to the questions;
 - g) Check and suggest improvements to the model answers/marketing schemes in case they do not adequately address the questions;
 - h) Consult the course instructor in case there is a need for modifications, changes or even replacement of a question;
 - i) Check to ascertain whether each question reflects on the learning outcomes;
 - j) Strictly observe confidentiality in order to avoid chances of examination leakages;

- k) Check on the originality of the examination to avoid direct recycling of previous-year questions; and
 - l) Check on the nature of the questions per Section to enforce compliance to *Bloom's Taxonomy* framework.
- 24.13.4 The moderation committee shall be appointed by the Faculty Dean and shall comprise of the following:
- a) The Faculty Dean who shall be the chairperson.
 - b) All Heads of Departments based in the faculty, and one of whom shall serve as Secretary.
 - c) Two subject experts who shall be members of the respective faculty
- 24.13.5 The Faculty Dean/Head of Department as the case may be shall, upon moderation, submit the following items to the Examination Officer:
- a) The moderated papers in sealed envelopes for further processing and safe custody.
 - b) Examination moderation report.
- 24.13.6 The cover of each sealed envelope shall indicate the following information:
- a) Faculty Name
 - b) Department
 - c) Course Name
 - d) Course Code
 - e) Examination Date and Time
 - f) Examination Venue
 - g) Number of Students
 - h) Name of Course Lecturer and Phone number.
- 24.13.7 The Examination Officer shall, upon receiving the sealed envelopes containing examination papers, record each submitted examination in a special Examination Register.
- 24.13.8 The Examination Officer and the Faculty Dean/Director of Institute/HoD shall both sign the Examinations Register as evidence of the submission/receipt transaction.

24.14 University Examination Processing

- 24.13.1 University Examination process starts with the setting of question papers prepared by course lecturers and terminates with the publication of results approved by Senate.
- 24.13.2 The processing of examination questions in terms photocopying, packing and sealing shall be done by the Examination Officer.
- 24.13.3 The processing of examination shall be made under maximum confidentiality and integrity and no mishandling shall be entertained.
- 24.13.4 It shall be an offence for any person to engage in the leakage of information about examinations. For the avoidance of doubt, examination information shall include: -

- (a) Selective dissemination of information on examination or regular assistance to some students.
 - (b) Release of examination questions prior to the examination scheduled date and time.
 - (c) Negligence in ensuring that the examination materials are safe and secure.
- 24.13.5 Any member of staff who is proved to have been engaged in the leakage of information on examination shall be recommended to the Staff Disciplinary Committee for appropriate disciplinary action.

24.15 Eligibility for University Examinations

- 24.15.1 A candidate shall be admitted to examinations for subjects in which the candidate has registered for at the beginning of the Semester after the Head of Department and Faculty Dean are satisfied that the candidate has fully completed all the requisite requirements of the course.
- 24.15.2 Where a student who has not registered for studies or for a course sits for an examination, the examination results shall be nullified and the student suspended from studies for two semesters.
- 24.15.3 A student must attend at least 75% of the prescribed contact hours for the course to be allowed to sit for end of Semester Examination in that course.
- 24.15.4 The Head of Department or Dean of Faculty may ban any candidate from being admitted to any examination in any subject or course where the Head of Department or Dean is not satisfied that the candidate has completed satisfactorily by attendance, performance or otherwise the requirements of the subject of course. Satisfactory attendance shall mean attending a minimum of 75% of the prescribed contact hours for the course.
- 24.15.5 Where a candidate who has been banned in accordance with paragraph 23.4 enters the examination room and sits for the paper, his/her results in the paper shall be declared null and void and the candidate shall be suspended from studies for two semesters.
- 24.15.6 Candidates are required to complete and pass coursework before they can be allowed to sit for the University Examination.
- 24.15.7 It shall be an offense for a candidate to attempt end of semester examinations without having completed and passed coursework. The penalty for this offense shall be as follows:
- a) Cancellation of the relevant examinations taken.
 - b) Suspension from studies for two Semesters

24.15.8 Student Responsibility for Examinations

- 24.15.9 Every candidate for a University examination shall pay to the University examination fees as the Senate shall prescribe from time to time.
- 24.15.10 A candidate shall make full payment of student fees, deposits, and charges before being allowed to enter the examination room.
- 24.15.11 It shall be an offense for a candidate to attempt end of semester examinations without having completed full payment of student fees, deposits, and charges. The penalty for this offense shall be as follows:
- a) Cancellation of the relevant examinations taken.
 - b) Suspension from studies for two Semesters

24.16 Conduct of Examinations

- 24.16.1 Overall co-ordination of the University Examinations shall be the responsibility of the Office of the Deputy Vice Chancellor, Academics, Research and Consultancy (DVC – ARC).
- 24.16.2 Examination venues shall be opened thirty (30) minutes before the commencement of examinations.
- 24.16.3 All candidates are required to be present within the examination premises 30 minutes before the scheduled time of the examinations.
- 24.16.4 Candidates are not allowed to enter examination venues without the approval/permission of the Invigilator(s).
- 24.16.5 A candidate found to have entered the examination venue without the approval/permission of the Invigilator(s) shall be barred from sitting for the examination and the matter shall be reported to the DVC-ARC.
- 24.16.6 No candidate shall be admitted to an examination room 30 minutes after the commencement of the examination.
- 24.16.7 A candidate reporting to the examination venue more than 30 minutes after the start of examination shall be barred from sitting for the examination and the matter shall be reported to the DVC-ARC.
- 24.16.8 A candidate who is barred from sitting for the end of semester examination for reporting late may, upon the DVC-ARC being satisfied with justifying reasons, be allowed to sit for a Special examination.
- 24.16.9 No candidate shall be allowed to leave the examination room before 30 minutes have elapsed following the commencement of the examination.
- 24.16.10 No candidate shall leave the examination room without the permission of the invigilator(s).
- 24.16.11 A candidate must present oneself to the Invigilator(s) and for examination in a manner in which he/she can be identified and matched up with the identity in the Registration and Examination cards.

- 24.16.12 A candidate failing to present oneself in a manner that facilitates proper identification shall not be allowed to sit for the scheduled examination and the matter shall then be reported to the DVC (ARC). Such a candidate shall be considered to have attempted and failed the respective examination(s) and shall be awarded a Zero Mark.
- 24.16.13 Candidates are strictly prohibited from having or bringing the following items in the examination room: radios, soft and alcoholic drinks or cell phones, handbags, purses, books, written and other form of papers or materials or any other related device and or gadget likely to defraud.
- 24.16.14 A candidate who carries in the examination room unauthorized materials of any kind and in any form shall not be allowed to sit for the scheduled examination and the matter shall then be reported to the DVC (ARC). Such a candidate shall be considered to have committed an examination irregularity and shall be discontinued from studies.
- 24.16.15 No candidate shall be allowed to communicate or exchange any material with another student upon entering the examination venue. Any communication and/or any request for assistance shall only be between the student and the invigilator.
- 24.16.16 A candidate who contravenes Rule 24.16.15 shall be barred from sitting the examination and the matter shall be communitied to the DVC-ARC.

24.17 Absence from Examinations

- 24.17.1 Any candidate registered for examination shall be required to appear in person in the examination.
- 24.17.2 Any candidate who is unable to appear in the examinations shall, before the commencement of a respective examination(s), report in writing to the Faculty Dean, through the Head of Department and Dean of Students giving sufficient reasons for not being able to sit for the examinations.
- 24.17.3 The candidate who is unable to appear in the examinations must have a prior written approval from the relevant Dean/Head of Department indicating that he/she has been allowed to postpone the said examination(s).
- 24.17.4 A candidate who absents himeslef/herself from an examination(s) without a compelling reason(s) shall be deemed to have absconded and, therefore, shall be considered to have attempted the examination and shall be awardes **a zero mark**.
- 24.17.5 A candidate who absents himeslef/herself from three (3) examinations in one Semester without a compelling reason(s) shall be discontinued from studies.
- 24.17.6 A candidate who absents himself/herself from a continuous assessment test or who fails to submit assignment (s) given as part of the coursework without compelling reasons shall be considered to have attempted the test(s) or assignment(s) and shall be awarded **a zero mark**.

24.18 Invigilation of University examinations

- 24.18.1 All University Examinations shall be invigilated by the respective course lecturers.
- 24.18.2 It shall be the duty of the Invigilators to execute their responsibilities as prescribed by these regulations and other instructions, notes or guidelines.
- 24.18.3 There shall be a minimum of two invigilators in each examination hall/room one of whom shall be the Chief Invigilator and who shall be the overall in charge of all examination matters in the examination hall/room. The number of invigilators required in an examination room/hall will depend on the size of the room/hall and number of candidates sitting for the examination.
- 24.18.4 The responsibilities of the Invigilators before the commencement of examination shall be:
- a) To obtain the relevant sealed envelope(s) of the examination papers from the Examinations Officer as well as the necessary examination materials not less than 45 minutes before the commencement time of the relevant paper.
 - b) To sign the Examination Register against the examination paper collected.
 - c) To make sure that his/her Examination Room/Hall is set out and ready (including placing Answer Book and/or Answer Sheet and other relevant materials on the table or desks) before allowing any candidates to enter.
 - d) To verify candidate's identification before the commencement of the examination. No candidate will be admitted into the examination room/hall unless he/she carries a valid Student Identity Card, Examination Card or any other appropriate examination identification.
 - e) To make sure that candidates are well informed on the sitting arrangement in case there are more than one examination paper in the hall/room.
 - f) To read out fully, loudly and clearly the examination instructions to candidates.
- 24.18.5 The responsibilities of the Invigilators during and after the examination shall be as follows:
- a) To make sure that no unauthorized person is allowed into the examination hall/room.
 - b) To make sure that no candidate temporarily leaves the examination hall/room without the permission or being accompanied by the invigilator.
 - c) To make sure that candidates sign the attendance register.
 - d) To be on alert and maintain constant and effective invigilation throughout the period of examination.
 - e) To take appropriate measures where the invigilator(s) notice that a candidate is in breach of examination regulations in the examination room/hall or premises of the examination against such candidate which will include to require the candidate to write a statement about the incident and sign the statement.

- f) To report in a prescribed form incident of breach of examinations to the Examinations Officer immediately after the end of the respective examination.
- g) To make any announcement to ensure orderly collection of examination Answer Books and/or Answer Sheets.
- h) To ensure that every candidates signs the Booklet handing over register before submitting the examination answer Book(s).
- i) To ensure that all examination Answer Books and/or Answer Sheets have been collected and verified against the attendance sheet.
- j) To make sure that all examination Answer Books, Attendance and Answer Book submission Registers and invigilation reports are submitted to the examination office immediately after the end of the examination.

24.18.6 Every examination candidate shall provide the following information on the cover of the Examination Booklet.

- a) Candidate Examination Nuber
- b) Name of Faculty and Department
- c) Course name and Course Code
- d) Semester (e.g. Semester I)

24.18.7 Candidates are strictly prohibited to provide or write their Registration Numbers anywhere on or in the Examination Answer Book.

24.18.8 Upon completion of an examination paper, the Invigilator(s) shall:

- a) Count the examination scripts to ensure they tally with the submission signatures in the Submission Sheet.
- b) Put the examination scripts in the designated envelope(s).
- c) Count the unused Answer Books.
- d) Submit the examination scripts and the unused booklets to the Examination Officer.
- e) Sign the Invigillator Examination Submission Register in the Examination Office.

24.18.9 Every examination candidate shall provide two signatures as follows:

- a) The first signature shall be for attendance.
- b) The second signature shall be for submitting the examination script to the invigilator.

24.19 Examination Irregularities/Contraventions of Examination Regulations

24.19.1 Examination irregularities shall include but not limited to:

- a) making unauthorized verbal communication with and/or gesturing to another candidate,
- b) being in possession of and/or using any unauthorized materials, (iii) exchanging documents or Answer Books and/or Answer Sheets (iv) assisting another candidate in writing his/her examination.
- c) providing answers to another candidate
- d) copying from another candidate

- e) removing Question Paper, Answer Books and/or Answer Sheets from an examination room/hall or premises
- f) involved in unauthorized removal of an examination Answer Book(s) and/or Answer Sheet(s), any part of an examination Answer Book(s) and/or Answer Sheet(s) or blank examination stationery from the examination room/hall or premises except by a person with designated authority to do so;
- g) tearing whole or any part of the Answer Books and/or Answer Sheets;
- h) entering into an examination room/hall or premises with unauthorized materials as stipulated under Regulation 12.18;
- i) borrowing materials from or lending materials to another candidate(s) in the course of examination, materials including but not limited to, calculators, rulers, pens/pencils, and slide rules;
- j) causing disturbance in or near an examination room/hall or premises;
- k) interfering with and/or obstructing the invigilator(s) from performing his/her duties in the course of the examination;
- l) impersonating another candidate;
- m) being a beneficiary of impersonation or any other act likely to give an unfair advantage to a candidate;
- n) collusion to commit impersonation or any other act likely to give an unfair advantage to a candidate;
- o) committing or attempting to commit any act that may or is likely to give an unfair advantage to any student;
- p) involved in fraudulent alteration or misrepresentation of data and/or other information; and
- q) attempting to do any of the acts described in (a) to (q).

24.19.2 A candidate who contravenes the regulations and instructions governing examinations shall be reported to the Faculty Dean through the Examinations Officer. The following procedure shall apply:

- a) The Invigilator(s) shall immediately fill Examination Irregularities Form to be submitted to the Examinations Officer.
- b) The student in question shall be asked to acknowledge in writing the offence committed and signing the form.
- c) The invigilator(s) shall submit/request for evidence to support the offence.
- d) The Examination Officer shall present a case against a candidate alleged to have committed an examination irregularity to the Faculty Dean/Director of Institute.
- e) The Faculty Dean shall form a committee to investigate the alleged examination irregularity, within 48 hours after receiving a report from the Examinations Officer.

- f) The Faculty Dean/Director of Institute shall inform the candidate in writing within 2 working days from the time the Examinations Officer's report is received, that she or he has contravened examination regulations.
 - g) The candidate who contravenes examinations regulations and instructions shall be allowed to continue with the subsequent examinations while the outcome of his/her case is being determined; however, s/he shall appear before the Examinations Irregularities Committee of the Faculty/Institute.
- 24.19.3 There shall be in every Faculty an Examinations Irregularities Committee (EIC) appointed by the Faculty Dean to investigate an alleged examination irregularity
- 24.19.4 The responsibility of the EIC shall be:
- a) To receive information related to examination irregularities from the Faculty Examinations Officer.
 - b) To conduct disciplinary hearing in respect of the alleged examination irregularity.
 - c) To report to the Faculty Dean/Director of Institute the outcome of the decision and recommend appropriate action to be taken in accordance with these regulations.
- 24.19.5 The Examination Irregularities Committee shall investigate all cases of examination irregularities as directed by the Faculty Dean/Director of Institute upon receiving reports from The Examinations Officer.
- 24.19.6 The Examination Irregularities Committee, upon being tasked to investigate a case of examination irregularity, shall have the powers to summon candidates and members of staff as it deems necessary.
- 24.19.7 All cases of Examination irregularities dealt with at faculty level shall be handled by the Faculty and reported to the office of the DVC-ARC, through the Dean of Faculty

24.20 Processing of Examination Results

- 24.20.1 Examiners shall collect unmarked examination scripts from the Examination Officer and sign the Examiners' Examination Register indicating:
- a. The name of the Examination
 - b. Course Code
 - c. Date of collection
 - d. Number of scripts
- 24.20.2 Examiners shall, upon marking, submit examination paper, marking guides, marked scripts, marks, and signed Examination Report for each course to the Examinations Officer within three weeks from the time the examination is administered. Noncompliance to this policy shall be reported in writing to the DVC-ARC.
- 24.20.3 Any examiner who contravenes Rule 24.20.2 shall be dealt with as follows:
- a. First offence: Written warning
 - b. Second Offense: Severe reprimand
 - c. Third Offense: Reported to Staff Disciplinary Committee for further action.

24.21 Loss or damage/destruction of Examination Scripts

- 24.21.1 It shall be a serious case of negligence and misconduct for any person to carelessly destroy, damage, lose or misplace examination script(s) during the examination process.
- 24.21.2 Any person who commits negligence or misconduct under sub paragraph above shall be subjected to disciplinary proceedings and punished in accordance with the relevant University rules and regulations.
- 24.21.3 Where there is a loss or destruction of script(s), the university shall call the affected candidate(s) who shall be required to re-write the examination at the time set by the University.

25.0 External Examination System

- 25.1. External examining shall be a quality assurance mechanism employed by the university and is designed to ensure independence and external governance in the assessment and grading of student performance.
- 25.2 The external examiner should be an Academic Professor/Associate Professor or Senior Lecturer or practicing professional at the rank of consultant or the equivalent.
- 25.3 External Exterminers for University examinations shall be appointed by the Faculty by the DVC-ARC on the recommendation of the Faculty/Institute Board.
- 25.4 An external examiner should have enough recent examining experience, including external examining experience, to assure the Faculty/Institute Board and the DVC-ARC of his/her competence in assessment and understanding of academic standards in a broad higher education context.
- 25.5 External examiners shall have the responsibility to assure standards in the modules/subjects to which they are appointed.
- 25.6 External examiners are expected to act in an independent and ethical manner, and demonstrate a fair and consistent approach through objectivity, confidentiality, declaration of interests, and the avoidance of conflicts of interest.
- 25.7 External Examiners shall receive such honoraria as the University Council shall prescribe.
- 25.8 An external examiner may be appointed to more than one subject or a combination of subjects and modules.
- 25.9 An external examiner shall be appointed for period of three (3) year and may be re-appointed for one more term.
- 25.10 The duties of the external examiner shall be to:
 - a) Review a representative sample of scripts and assessment material to agree with the final student marks. The sample should include sufficient material to enable the external examiner to form a judgement on the reliability and consistency of marking and on all levels of classification.
 - b) Verify that the process of deciding assessment outcomes for individual students is fair, fairly operated, and in line with the University's regulations

- c) Recommend remarking of scripts where there is evidence the marking scheme was not adhered to.
- d) Recommend to the Faculty/Institute Board the adjustment of marks for individual or all students examined.
- e) Propose changes to the marks awarded by the internal examiner(s). If these proposals are challenged by the internal examiner(s) then the final decision is taken by consensus of the Departmental Examination Committee.
- f) Carry out a re-marking of examination or assessment material if requested by the university to fulfil the requirements of the Examination Review procedure.
- g) Check cases of suspected cheating.
- h) Submit report(s) in the prescribed format to the Head of Department for each programme(s) or set of module(s)/ subject(s) reviewed.

26.0 Approval and Publication of Examination Results

26.1 Approval by Departmental Board of Examiners Committee

- 26.1.1 The Head of Department shall convene a departmentally Examiners Committee meeting to consider course work and examinations results before forwarding them to the Faculty or Institute Examinations Board for vetting. Submission of marks shall include minutes of the Department meeting.
- 26.1.2 There shall be a Departmental Examiners Committee for Examination Results, whose membership shall be composed of;
- a) The Head of Department who shall be the chairperson;
 - b) The Secretary who shall be appointed from among the members of the Committee;
 - c) All academic members of staff who were involved in teaching the courses/modules whose results are under deliberations.
- 26.1.3 Functions of the Departmental Examiners Committee shall be as follows:
- a) To receive and deliberate on provisional examination results from the Department. To review External Examiners' reports and give its observations and recommendations to the Faculty Board.
 - b) To determine the marks that shall prevail when the marks awarded by the internal and external examiners differ by 10 per cent and the two examiners do not reach consensus.
 - c) To review external examiners' Reports and make recommendation to the Faculty/Institute/Board accordingly.
 - d) To submit all provisional examination results for the Department and make recommendations to the relevant Faculty Examination Boards.

26.2 Approval by the Faculty Board of Examiners

- 26.2.1 There shall be a Faculty / Institute Board of Examiners constituted and approved by the University Senate.
- 26.2.2 Members of the Faculty/Institute Board shall be the following:
- a) The Dean of Faculty/Director of Institute who shall be the chairperson of the Board.
 - b) The Secretary who shall be appointed by the Faculty Dean/Director of Institute from among members of the Board.
 - c) Heads of Departments within the Faculty.
 - d) Heads of Sections within the Faculty.
 - e) One member of academic staff from each of the departments in the Faculty.
 - f) One member from Quality Assurance Unit.
 - g) One member from the Examinations Office.
 - h) One Faculty Student representative who shall be appointed by the Minister for Education.
- 26.2.3 The quorum at any Faculty/Institute Board meeting shall be at least a half (1/2) of all members. In case the chairperson is not present, the Faculty/Institute Board shall appoint one of the members to chair the meeting.
- 26.2.4 The members of the Board stipulated under Regulation 25.2.2 shall serve for two academic years and be eligible for re-appointment.
- 26.2.5 Functions of the Board shall be as follows:
- a) To direct and regulate, within the general policies of the UoI, all matters related to teaching, examinations, curriculum review, research and consultancy within the Faculty and shall report to, and advise the Faculty Dean/Director of Institute on such matters.
 - b) To receive and deliberate on provisional examination results from Departmental Examiners' Committee.
 - c) To mandate the respective Faculty Dean/Institute Director to publish provisional examinations results subject to approval of the Senate.
- 26.2.6 The Faculty/ Institute Board shall vet and approve the examinations results. At this stage, the results shall be considered provisional until the University Senate approves and confirms them.
- 26.2.7 The Provisional Results approved by the Faculty/Institute Board shall be released to the students within 24 working hours after approval.

26.3 Approval by the University Senate.

- 26.3.1 Results approved by the Faculty / Institute Board shall be presented to the University Senate for confirmation and Approval. The Results submitted to Senate shall be received

by the office of the DVC-ARC signed by the Dean of Faculty or Director of the Institute accompanied by minutes of the Faculty/Institute Board.

26.3.2 Final approval of examination results is the mandate of Senate.

26.3.3 The University Senate shall approve all examination results leading to the award of degrees, diplomas or certificates and shall formally approve granting of the respective awards.

26.4 Publication of Examination Results

26.4.1 Faculties/Institutes shall publish the provisional examination results as soon as the meeting of Faculty/ Institute Board of Examiners is completed.

26.4.2 Release of provisional examination results (as approved by Faculty/Institute/ Boards) shall be the responsibility of the respective Faculty Dean.

26.4.3 The publication of examination results shall be by way of displaying them on Student Academic Management Information System (SAMIS).

26.4.4 Publication and custody of the final approved examination results as approved by Senate shall be the responsibility of the DVC-ARC.

27.0 Dissertation/Thesis Examination

27.1 Dissertation/Thesis Examination for Master Programmes

27.1.1 Each student shall be allocated a supervisor who will guide him/her throughout the research process and writing of the thesis/dissertation.

27.1.2 A student shall write and submit the final thesis/dissertation to the respective department after being approved by his/her supervisor before or on the prescribed date.

27.1.3 After submission of the dissertations to the respective departments, dates shall be appointed when candidates shall undertake viva voce examinations before a panel of professors and senior academics. The function of the panel shall be:

- a) To assess the originality of the work being presented.
- b) To assess presentations and the general quality of the Thesis/Dissertation reports;
- c) To conduct viva voce in defence of theses/dissertations.
- d) To deliberate and decide on the outcomes of presentations and defence of the theses/dissertations.

27.1.4 The outcomes of the thesis/dissertation examination shall be as follows:

- (a) Pass without corrections
- (b) Pass with minor corrections
- (c) Pass with major corrections
- (d) Fail

- 27.1.5 After the required corrections are affected, the Head of Department shall submit the thesis/dissertation to the external examiner for moderation.
- 27.1.6 A candidate shall be considered to have passed the dissertation if the overall weighted score is at least 50 per cent provided that he/she attains at least 50 per cent of the viva voce.
- 27.1.7 A re-submitted dissertation in the category of fail shall be assessed as a supplementary examination and in any case the maximum grade shall be “C”, even if a higher mark will be awarded by the External Examiner.
- 27.1.8 A candidate who failed and was required to resubmit his/her thesis/dissertation and fails to score 50 per cent shall be declared to have failed the thesis/dissertation and be awarded a Postgraduate Diploma.
- 27.1.9 The categories of pass or fail with their respective periods of resubmission for theses/dissertations shall be as follows:

Category	Maximum re-submission Period
Pass without corrections	None
Pass with minor corrections	Two (2) Calendar Months
Pass with major corrections	Four (4) Calendar Months
Fail during the initial submission	Six (6) Calendar Months
Fail during the resubmission	None

28.0 Procedure for Appeals

28.1 General Provisions

- 28.1.1 There shall be an Appeals Committee of the Senate which shall comprise of the following members.
- a) Director of Quality Assurance – Chairperson
 - b) The Legal Counsel – Secretary
 - c) Two Deans//Directors of Faculties
 - d) The Dean of students
 - e) Two student representatives.
- 28.1.2 Members of the Senate Appeals Committee shall be constituted by the Vice Chancellor.
- 28.1.3 Students’ appeals shall be lodged to the respective Appeals Committee using special appeal forms.
- 28.1.4 Students’ appeals shall be accompanied by a non-refundable appeal fee of fifty thousand shillings (TSh 50,000) only, which shall be subject to revision from time to time.
- 28.1.5 Any student appeal which does not meet the requirement of an appeal fee shall not be processed.

28.2 Appeals Against Unfair Marking

- 28.2.1 Except where unfair marking, wrongful computation of marks or grades or other irregularity committed in the conduct of any examination is alleged, no examination appeal shall be accepted on any other ground.
- 28.2.2 Students' appeals against Examination marking shall be lodged to the Senate Appeals Committee through the respective Deans using special appeal forms within seven days from the date of publication of provisional results
- 28.2.3 All student appeals pertaining to Examination marking shall be considered and decided by the Appeals Committee, and subsequently reported to the Senate for approval.
- 28.2.4 Where, in the opinion of the Appeals Committee, there is reason to believe there has been unfair marking or wrong computation, the Appeals Committee may decide to have the examination script remarked by an independent examiner.

28.3 Appeals against Discontinuation

- 28.3.1 All cases for discontinuation of students from studies shall be decided by the Faculty/Institute Board for approval by the Senate.
- 28.3.2 All cases for discontinuation, except for examination irregularities, shall be communicated to the students concerned.
- 28.3.3 A student who has been discontinued by the decision of the Faculty/Institute Board shall have the right to appeal against the discontinuation to the Senate Appeals Committee within 30 days after the declaration of the Provision Results by the Faculty Board..
- 28.3.4 The Senate Appeals Committee shall consider any appeals from discontinued students and shall advise the Senate accordingly.
- 28.3.5 Senate shall consider recommendations from the Senate Appeals Committee within three months of publication of the provisional results.
- 28.3.6 The decision of the Senate on all recommended cases for discontinuation shall be final.

29.0 Plagiarism

- 29.1 A candidate who appropriates the writings or results of other persons, whatever the medium (text, written or electronic, computer programs, data sets, visual images whether still or moving) and then dishonestly presents them as his/her own shall be guilty of plagiarism
- 29.2 A candidate shall be deemed to have committed an act of Plagiarism if a Supervisor, Examiner, Head of Department, member of the various committees responsible for checking and certifying compliance to approved publication standards or any other person observes the following:
 - a) The candidate has submitted or presented a research report or written assignment, in whole or in part, of another person as his or her own.

- b) The candidate has submitted the same, or substantially the same research report or written assignment, in whole or in part, more than once at the same or another institution.
 - c) The candidate has fabricated or falsified results/data in his/her research report or written assignment.
 - d) The candidate has omitted due acknowledgement of the written work of another person.
 - e) There is collusion i.e. when two or more candidates collaborate to produce the same research report or written assignment submitted by each in whole or in part, without prior formal permission for such collaboration.
 - f) The candidate has used, by payment or otherwise, a third party to produce Research Project report or any assignment writeup in whole or in part.
- 29.3 All cases of alleged plagiarism shall be reported to the DVC-ARC who shall refer them to the EIC for investigation.
- 29.4 Depending on the extent or seriousness of the confirmed plagiarism, the following sanctions shall be applied:
- a) REJECTION of the Research Project proposal, report or part thereof and, therefore, the candidate being required to rewrite or re-submit the research work.
 - b) DISCONTINUATION from studies.
 - c) DEPRIVATION of a degree, non-degree award or any other academic credentials already awarded by the university.

30.0 Graduation and Award of Academic Certificates and Transcripts

30.1 Candidates for Graduation

- 30.1.1 A list of candidates for the award of degrees, diplomas and certificates shall be approved by Faculty/Institute Boards that own the academic programmes and submitted to the Senate for final approval
- 29.1.2 All candidates for graduation shall be approved by the Senate.
- 29.1.3 Candidates approved by the Senate for graduation shall be published in the Graduation Booklet.
- 30.1.4 It shall be an offense to include in the graduation list a candidate whose name has not been approved by the Senate.
- 30.1.5 To promote quality assurance and ensure naccountability, the candidates listed in the Graduation Booklet for various awards shall be presented to the University Chancellor by the respective Deans of Faculties and Directors of Institutes that own the academic programmes in which graduands were initially registered.

30.2 Academic Certificates and Transcripts

- 30.2.1 Academic certificates and transcripts shall be issued on the basis of graduation lists approved by the Senate and published in the Graduation Booklet.
- 30.2.2 It shall be an offense for any person to issue a certificate of transcript to a person whose name has not been approved by the Senate and subsequently presented to the University Chancellor for an appropriate academic award,
- 30.2.3 Academic certificates for various awards shall be signed by the Vice Chancellor and the Chancellor.
- 30.2.4 Academic transcripts for various awards shall be signed by the Deputy Vice Chancellor for Academics, Research and Consultancy and Vice Chancellor upon verification of the grades awarded to various courses.

The background of the entire page is a photograph of the University of Iringa campus, featuring a large brick building with a stone base and two flagpoles with flags. In the foreground, there are several smaller buildings with tiled roofs. The image is overlaid with a semi-transparent green filter. A yellow rectangular box highlights the title text.

University of Iringa Academic Prospectus

The University of Iringa Academic Prospectus offers a concise guide to our wide range of academic programs, admissions criteria, and student services. It provides essential information for prospective students, showcasing our commitment to excellence, practical learning, and community impact. Discover your path to success at the first private university in Tanzania, known for 'Real Impact' in education.

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