



**MZUMBE UNIVERSITY
(CHUO KIKUU MZUMBE)**

APPLICATIONS FOR ADMISSION INTO NON-DEGREE PROGRAMMES (DIPLOMA AND CERTIFICATE) FOR THE 2020/2021 ACADEMIC YEAR

Mzumbe University invites applications from qualified Tanzanians and non-Tanzanians for admission into diploma and certificate programmes offered by the University for the academic year **2020/2021**.

Mzumbe University offers 7 Diploma and 9 Certificate Programmes for the academic year 2020/21. All Diploma Programmes are offered at Mbeya Campus College except for Diploma in Applied Statistics (DAS) and Diploma in Information Technology (DIT) which are offered at the Main Campus-Morogoro. All Certificate Programmes are offered at the Main Campus-Morogoro except for Certificate in Accountancy (CA) and Certificate in Human Resource Management (CHRM) which are offered at Mbeya Campus College.

Any programme with the code starting with **MU** is offered at Mzumbe University - Main Campus while a programme with the code **MMB** is offered at Mzumbe University - Mbeya Campus College.

Mode of Application

- i. Apply online at admission.mzumbe.ac.tz **Please follow carefully the steps in the online application system.** Before you go to online application system, make sure you have an active email address and a mobile phone number.
- ii. Before proceeding with application, please read carefully the programme entry requirements as listed below.
- iii. Application with Foreign Secondary Certificates must be accompanied by the National Examination Council of Tanzania (NECTA) Equivalence translations.

- iv. Applications with Foreign Certificates (Equivalent Qualifications) must be accompanied by the National Council for Technical Education (NACTE) Equivalence translations.
- v. Please, make payment of an application Fee, a **Non-refundable TZS 10,000/=** by following payment procedures after completing steps 1 and 2 in the Online Application and Admission System at admission.mzumbe.ac.tz
- vi. Deadline for applications is on **15th October, 2020**. Successful applicants will be notified through their system user accounts, email addresses and SMS through mobile phone number used during the application process. **Please make sure you keep your admission account login credential (username and password) and visit the account regularly.**
- vii. **In case of any further inquiry please call the following numbers** +255767-086469/+255710-805711/+255786-570859 (Main Campus-Morogoro), +255755036281/+255677561453/+255738701452 (Mbeya Campus College) or email us through mu@mzumbe.ac.tz or admission@mzumbe.ac.tz

A. GENERAL MINIMUM ENTRY REQUIREMENTS FOR DIPLOMA PROGRAMMES

(a) Direct Entry Qualifications

- (i) Must hold at least One Principal pass and one subsidiary pass at A-Level; and
- (ii) The applicant must have at least three credit passes at O-Level.

(b) Equivalent Entry Qualifications

- (i) Appropriate Certificate from an accredited institution of at least Lower Second Class Division or **2.7 GPA**. In addition, the candidate must have at least four passes at Certificate of Secondary Education Examination (O-Level).
- (ii) Specific entry requirements are presented in each programme in section D below.

NOTE: Divinity/Bible knowledge, Arabic Language and Islamic Knowledge are **NOT** considered in the computation of cut-off points.

B. SPECIFIC ENTRY REQUIREMENTS FOR DIPLOMA PROGRAMMES

SNO	Programme Name/Title	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
1	Diploma in Applied Statistics (DAS)	MU 032	A certificate in Applied Statistics of at least a second class level or “B” average from an			

SNO	Programme Name/Title	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
			<p>accredited institution. In addition, applicant must have at least four passes in any subjects obtained from Certificate of Secondary Education Examination (CSEE).</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass and a subsidiary in ACSEE. The principal pass must be in any of the following subject: Physics, Chemistry, Biology or Advance Mathematics. Where the principal pass does not include any of the mentioned subjects in the ACSEE, an applicant must have passed with at least a D in the following subjects: Basic Mathematics or Physics or Chemistry or Biology at the Certificate of Secondary Education Examination (CSEE).</p>	75	2yrs	TZS 1,200,000
2	Diploma in Information Technology (DIT)	MU 033	<p>A certificate in Information Technology or Computer Studies of at least a second class level or B average from an accredited institution. In addition, applicant must have at least four passes in any subjects from Certificate of Secondary Education Examination (CSEE).</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass and a subsidiary in ACSEE. The principal pass must be in any of the following subject: Physics, Chemistry, Biology or Advanced Mathematics. Where the principal pass does not include any of the mentioned subjects in the ACSEE, an applicant must have passed with at least a D in the following subjects: Basic Mathematics</p>	75	2yrs	TZS 1,200,000

SNO	Programme Name/Title	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
			or Physics or Chemistry or Biology or Computer Science at the Certificate of Secondary Education Examination (CSEE).			
3	Diploma in Law (DL)	MMB 008	<p>A Certificate in Law of at least a second class level or “B” average. In addition, applicant must have at least four passes in any subjects from Certificate of Secondary Education Examination (CSEE).</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass in English and a subsidiary in the ACSEE. Where the principal pass does not include English in the ACSEE, applicant must have passed with a credit in English Language at the Certificate of Secondary Education Examination (CSEE).</p>	250	2yrs	TZS 1,200,000
4	Diploma in Human Resource Management (DHRM)	MMB 014	<p>At least a second class level or B average in Human Resource Management Certificate, or Certificate in Public Administration, Local Government Management/Administration, Social Work, Certificate in Law, Business Management/Administration, Community development Records and Archives Management, and certificate in Economics from a recognized and accredited institution. In addition, applicant must have at least four passes in any subjects from Certificate of Secondary Education Examination (CSEE).</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass and subsidiary in the ACSEE. The principal pass</p>	250	2yrs	TZS 1,200,000

SNO	Programme Name/Title	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
			must include English. Where the principal pass does not include English in ACSEE, the applicant must have passed with a credit in English Language at the Certificate of Secondary Education Examination (CSEE).			
5	Diploma in Business Administration (DBA)	MMB 012	<p>At least a second class or B average in Business Management or Administration Certificate; or Certificate in Procurement and Supply Chain; or Certificate in Accountancy. In addition, applicant must have at least four passes in any of the following subjects from Certificate of Secondary Education Examination (CSEE): Basic Mathematics or Physics or Chemistry or Commerce or Book-keeping</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass and subsidiary in the ACSEE. The principal pass must include any of the following subjects: Mathematics or Commerce or Accountancy or Economics or Entrepreneurship. Where the principal pass does not include Mathematics or Commerce or Accountancy, Economics or Entrepreneurship in the ACSEE, an applicant must have passed with a credit in Basic Mathematics or Commerce or Bookkeeping or Chemistry or Physics at the Certificate of Secondary Education Examination (CSEE).</p>	200	2yrs	TZS 1,200,000
6	Diploma in Accountancy (DA)	MMB 010	<p>Holders of Certificate in Accountancy or Certificate in Finance and Banking of at least a second-class level or “B” average. In addition, an applicant must have at least four passes in any subjects from Certificate of Secondary Education Examination (CSEE);</p>	250	2yrs	TZS 1,200,000

SNO	Programme Name/Title	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
			<p>provided that the passes include any of the following subjects: Basic Mathematics, or Book-keeping or Physics or Chemistry.</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass and a subsidiary in ACSEE. The principal pass must be in the following subjects: Mathematics or Commerce or Accountancy. Where the principal pass does not include Mathematics or Accountancy in the ACSEE, an applicant must have passed with a credit in Basic Mathematics or Book-keeping at the Certificate of Secondary Education Examination (CSEE).</p>			
7	Diploma in Logistics Management (DLM)	MMB 006	<p>At least a second class or B average in Business Management or Administration Certificate; or Certificate in Procurement and Supply Chain Management; or Certificate in Accountancy, or Certificate in Logistics Management, or certificate in Transport. In addition, applicant must have at least four passes in any subjects from Certificate of Secondary Education Examination (CSEE).</p> <p style="text-align: center;">OR</p> <p>At least one principal level pass and subsidiary in the ACSEE. The principal pass must include any of the following subjects: Mathematics or Commerce or Accountancy. Where the principal pass does not include Mathematics or Commerce or Accountancy in the ACSEE, an applicant must have passed</p>	250	2yrs	TZS 1,200,000

SNO	Programme Name/Title	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
			with a credit in Basic Mathematics or Commerce or Book-keeping at the Certificate of Secondary Education Examination (CSEE).			

C. GENERAL MINIMUM ENTRY REQUIREMENTS FOR CERTIFICATE PROGRAMMES

- (i) A Certificate of Secondary Education Examination (CSEE) with at least four passes.
- (ii) Specific entry requirements are presented in the programme specific requirements in section F.

NOTE: Divinity/Bible knowledge, Arabic Language and Islamic Knowledge are NOT considered in the computation of cut-off points.

D. GENERAL MINIMUM ENTRY REQUIREMENTS FOR CERTIFICATE PROGRAMMES

SNO	Programme Name	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
1.	Certificate in Applied Statistics (CAS)	MU 034	Holder of Certificate of Secondary Education Examination (CSEE) with at least 4 passes, including D in any of the following science subjects: Physics or Chemistry or Biology or Mathematics	75	1yr	TZS 1,000,000
2.	Certificate in Information Technology (CIT)	MU 039	Holder of Certificate of Secondary Education Examination (CSEE) with at least 4 passes, including D in any of the following science subjects: Physics or Chemistry or Biology or Computer Science or Mathematics	60	1yr	TZS 1,000,000
3.	Certificate in Local Government Management (CLGM)	MU 036	At least four (4) passes Certificate of Secondary Education Examination (CSEE) provided that the passes include English Language.	80	1yr	TZS 1,000,000
4.	Certificate in Logistics Management (CLM)	MU 037	At least four (4) passes in Certificate of Secondary Education Examination (CSEE) provided that the passes including "D" in any of the following subjects: Basic Mathematics or Commerce or Book-keeping.	75	1yr	TZS 1,000,000

SNO	Programme Name	Code	Admission Requirement	Admission Capacity	Programme Duration	Tuition Fee
5.	Certificate in Business Management (BMC)	MU 038	At least four (4) passes in the Certificate of Secondary Education Examination (CSEE), including "D" in any of the following subjects: Basic Mathematics or Physics or Commerce or Bookkeeping.	75	1yr	TZS 1,000,000
6.	Certificate in Law (CL)	MU 035	At least four (4) passes in Certificate of Secondary Education Examination (CSEE) provided that the passes include English Language.	180	1yr	TZS 1,000,000
7.	Certificate in Library and Information Management (CLIM)	MU 40	Holder of Certificate of Secondary Education Examination (CSEE) with at least 4 passes, including D in any of the following science subjects: Physics, Chemistry, Biology or Computer Science or Geography or Mathematics.	75	1yr	TZS 1,000,000
8.	Certificate in Accountancy (CA)	MMB 015	At least four (4) passes in Certificate of Secondary Education Examination (CSEE) provided that the passes include any of the following subjects: Basic Mathematics or Book-keeping or Physics or Chemistry.	200	1yr	TZS 1,000,000
9.	Certificate in Human Resource Management (CHRM)	MMB 016	At least four (4) passes in Certificate of Secondary Education Examination (CSEE) provided that the passes include English Language.	200	1yr	TZS 1,000,000

Click here to apply <http://admission.mzumbe.ac.tz>

ISSUED BY THE OFFICE OF DEPUTY VICE CHANCELLOR (ACADEMIC)

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