



**THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF COMMUNITY DEVELOPMENT,
GENDER, WOMEN AND SPECIAL GROUPS**



TENGERU INSTITUTE OF COMMUNITY DEVELOPMENT

PROSPECTUS

2024/2025

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MESSAGE FROM THE RECTOR



Dear Prospective Students,

Welcome to the Tengeru Institute of Community Development! Your decision to join us is a testament to your ambition and desire to make a positive impact on the world.

Tengeru Institute of Community Development (TICD) is more than just an institution; it's a launchpad for extraordinary careers. As pioneers in Community Development and allied Social Sciences, we offer a dynamic learning environment where your potential can truly flourish.

Dr. Bakari George (*Ph. D*)
Rector

From hands-on technical certificates to in-depth bachelor's and master's degrees, we offer programmes tailored to your goals. Our curriculum is designed to equip you with the knowledge and skills to become a confident, compassionate, and effective changemaker.

At TICD, you'll experience more than just academics. You'll build lifelong friendships, participate in exciting extracurricular activities, and become part of a supportive community that celebrates your achievements.

We invite you to be part of our legacy of producing exceptional graduates who are making a difference in their communities and beyond. Let TICD be your catalyst for personal and professional growth.

Your journey starts here and now! We can't wait to welcome you to the TICD family!

“Together, let's build a better world.”

CHAPTER ONE

1.0. Introduction

1.1. About TICD

Welcome to the Tengeru Institute of Community Development (TICD) - a visionary institution with a rich history of shaping the nation's development process. Since its inception in 1963, TICD has proudly played a pivotal role in training community development workers, equipping them to drive progress from the grassroots to the national level.

Our commitment to this essential role has never wavered, and we continue to stand at the forefront of community development training in the country. TICD's core functions encompass practical-oriented training for both higher and middle-level community development professionals, conducting invaluable research and consultancy services, and producing essential training materials. Our mission is clear: to empower community development workers with the skills and knowledge they need to tackle today's development challenges, be it in rural or urban areas.

At TICD, we recognize the crucial link between education and effective community development. We are dedicated to providing our students with not just theoretical knowledge but the practical tools and experience needed to make a real impact. As pioneers in the field, we are proud to guide our students toward a brighter future for themselves and their communities.

1.2. Location of TICD

Nestled just 16 kilometres to the east of the vibrant city of Arusha, along the picturesque Arusha-Moshi highway, TICD enjoys an idyllic setting surrounded by notable institutions like the Livestock Training Institute, Tengeru, HORTI Tengeru, Plants Health and Pest Management, and TOSCA. Our institute is not only a hub for knowledge but also a place of serenity and natural beauty.

The enchanting atmosphere of TICD, complemented by favourable weather conditions throughout the year, creates an ideal environment for dedicated learning. Whether you're embarking on your educational journey or continuing your pursuit of knowledge, our location offers an oasis of inspiration and tranquillity, fostering a truly enriching academic experience.

TICD is not just an institution; it's a place where education and nature come together to create an unforgettable setting for your personal and professional growth. Join us in this breathtaking learning journey, and let TICD be your gateway to excellence in community development.

1.2.1. TICD Arusha Town Centre Kijenge-Mwanama

Currently, the Institute has opened the centre at Arusha town, in Kijenge Mwanama. The centre has the capacity to accommodate 400 students. The centre offers all services as it is in Tengeru Main Campus. Programs located in Kijenge Mwanama are Gender and

Community Development, Project Management for Community Development and evening classes for master programs.

1.3. Vision

To be a centre of excellence for community development training, and demand-driven research and consultancies.

1.4. Mission

To produce innovative community development professionals with knowledge, participatory techniques and skills to help communities overcome their challenges.

1.5. Core Values

- i. Teamwork
- ii. Diligence
- iii. Honesty
- iv. Transparency
- v. Respect for one another
- vi. Accountability
- vii. Quality consciousness

1.6. The Institute Governing Board

Board Chairperson

1. Dr. John Lusingu (Ph. D)

Secretary

2. Dr. Bakari George (Ph. D)

Board Members

3. Mr. Patrick Golwike
4. Mr. Peter Mwita
5. Mr, Owen Wimbo
6. Mr. Noel Y. Mkwizu
7. Dr. Waheeda Shokat (Ph. D)
8. Dr. Alex A. Nkondola (Ph. D)
9. Ms. Angelista Kihaga

1.7. Institute's Management Team

No	Name	Position
1	Dr. Bakari Zuberi George (Ph. D)	Rector
2	Ms. Janeth Isdory Zemba	Ag. Deputy Rector - Planning, Finance and Administration
3	Prof. Dr. George Frank Kinyashi	Deputy Rector - Academics, Research and Consultancy
4	Dr. Rose Haynes Kiwia (Ph. D)	Ag. Director of Academics
5	Dr. Anande Erasto Kweka (Ph. D)	Head of Community Development Department
6	Ms. Evelyne Rwela	Head of Gender and Development Department
7	Mr. King John Gwanyemba	Head of Project Planning and Management Department
8	Dr. Ndalaha Mussa Masanja (Ph. D)	Head of Social and Business Studies Department

9	Prof. Ponsian Thomas Sewando	Ag. Manager of Research, Consultancy and Publications Unit
10	Mr. Godfrey Meliyo	Ag. Manager of Academics Support Services Unit
11	Mr. Clement Berege	Manager of Human Resource and Administration Unit
12	CPA. Dominic John Mtibu	Ag. Manager of Finance and Planning Unit
13	Mr. Henry Mgina	Ag. Manager Quality Assurance Unit
14	Mr. Augustino Mtelevu	Ag. Chief of Internal Audit Unit
15	Adv. Latifa J Dauda	Ag. Head of Legal Services Unit
16	Mr. Nelson Luasha	Ag. Head of ICT Unit
17	Mr. Alexander Martin Chang'a	Head of Procurement Management Unit
18	Mr. Estomih Kaaya	Ag. Dean of Students Services Unit
19	Mr. Mejool Kirika	Ag. Manager of Jamii Outreach and Digital Innovation Centre (JODIC)
20	Ms. Rose Anael Mtei	Manager of National Women Research and Documentation Centre (NWRDC)
21	Ms. Christina Shimba	Ag. Manager Town Centre
22	Mr. Innocent Emmanuel Mwalo	Ag. Head of Communication and Marketing Unit

1.9. TICD Staff

1.9.1. Academic Staff

Department of Community Development Teaching Staff			
No.	Name	Position and Academic Designation	Qualifications and Area(s) of Specialization
1	Dr. Anande Erasto Kweka	HoD, Lecturer	Ph.D. in Rural Development (SUA); MSc in Community Economic Development (Southern New Hampshire University/OUT); BA in Business Administration and Management (Daystar University- Kenya)
2	Beatrust Elia Swai	Coordinator, Lecturer	Master of Community Development (TICD); Bachelor's Degree in Community Development (Iringa University)
3	Godcryson Peter Massawe	Coordinator, Assistant Lecturer	Master of Community Development - TICD; Postgraduate Diploma in Community Development (TICD); Advance Diploma in Participatory Project Planning and Management (CDTI- Tengeru)
4	Prof. George Frank Kinyashi	Associate Professor	Ph. D in Regional Planning (Dortmund University) German; Master of Science in Urban and Regional Development Planning and Management (Dortmund and Ardhi University); Post Graduate Diploma in Environmental Planning (IRDP) Dodoma; Adv. Dip. in Community Development (CDTI- Tengeru)
5	Dr. Charles Raphael Ngetuya	Senior Lecturer	Ph. D in Business Management (Mzumbe) MBA Corporate Management (Mzumbe University) Bachelor of Art with Education (UDSM)

6	Dr. Rose Haynes Kiwia	Senior Lecturer	Ph.D. in Rural Development (SUA); MBA in Marketing Management (Mzumbe University); Advanced Diploma in Community Development- (CDTI- Tengeru)
7	Dr. Agnes Gisbert Kapinga	Lecturer	Ph.D. In Environmental Management (University of Ibadan-Nigeria); Master of Science in Environmental and Natural Resource Economics (Sokoine University of Agriculture, Morogoro); Bachelor of Science in Environmental Science and Management (Sokoine University of agriculture, Morogoro);
8	Dr. Canisius John Kayombo	Lecturer	Ph.D. in Botany (UDSM) Master of Science in Natural Resource Management (UDOM); Bachelor Degree in Environmental Planning and Management (IRDP); Diploma in Forestry and beekeeping (FTI-Olmotonyi)
9	Elifadhili Ernest Mpehongwa***	Lecturer	Master of Arts in Cooperative and Community Development (MUCO); Bachelor of Community Development (Iringa University)
10	Janeth Isdory Zemba***	Lecturer	Master of Science in Development Policy (Mzumbe University); Advance Diploma in Community Development (CDTI-Tengeru);
11	Jocelyne David Lucas	Lecturer	MSc Community Economic Development (Southern New Hampshire University/OUT); Adv. Diploma in Community Development (CDTI-Tengeru);
12	Rose Anael Mtei***	Lecturer	MA Cooperative and Community Development (MUCo); Bachelor of Community Economic Development)(MuCo); Diploma in Education (Monduli T.C)
13	Subira Elezear Kawonga***	Lecturer	Masters of Science in Human Resource Management (Mzumbe University). Bachelor of Public Administration (Mzumbe University);
14	Daniel Stephen Wambura***	Assistant Lecturer	Msc - Community Development Leadership (Yonsei University S. Korea); Advanced Diploma in Community Development - Participatory Project Planning and Management (CDTI-Tengeru)
15	Frida Jeremiah Mville	Assistant Lecturer	Master of Arts in Community Development (Mount Meru University); Bachelor of Arts in Sociology (SAUT); Diploma in Community Development (CDTI – Rungemba)
16	Godlove Deodatus Rwekaza	Assistant Lecturer	Master in Environmental and Natural Resource Economics (SUA); Bachelor of Science in Wildlife Management (SUA)

17	Hashimu Ngaiza Mtaka	Assistant Lecturer	Master of Science in Project Planning and Management (IAA); Bachelor in Community Economic Development (SUA)
18	Ninza Nehemiah Mbaza	Assistant Lecturer	Master in Community Economics Development (OUT); Bachelor of Art in Community Development (Tumaini University)
10	Odilo George Kalinga	Assistant Lecturer	Master of Arts in Educational Management (Tumaini University Makumira); Bachelor of Arts with Education (Tumaini University Makumira); Diploma in Education (Mpwapwa Teacher's College)
20	Peter Elias Megiroo	Assistant Lecturer	Master of Arts Natural Resource Assessment and Management (OUT); MA Arts in Co-operative and Community Development (MUCOBS) Postgraduate Diploma in wildlife Management (Collage of African Wildlife Management-Mweka); Advanced Diploma in Community Development. (CDTI-Tengeru); Diploma in Education (Marangu Teachers College); Grade "A" Certificate (Korogwe Teachers College)
21	Rehema Ally Shekuwe	Assistant Lecturer	Master in Community Development (TICD). Bachelor of Arts and Community Development (TICD).
22	Rose Aloyce Qamara	Assistant Lecturer	MSc in Forest and Nature Conversation (Wageningen University and Research) The Netherlands; BSc Environmental Studies –Management (OUT)
23	Abeid Hussein Rashid**	Tutorial Assistant	Bachelor's Degree in Community Development (TICD)
24	Abyudy Abjani Kikoti	Tutorial Assistant	Bachelor's Degree in Community Development (TICD)
25	Ailen Joseph Kakiko	Tutorial Assistant	Bachelor of Science in Environmental Science and Management (Ardhi University)
26	Gwakisa Prince Mwaihojo	Tutorial Assistant	Bachelor of Science in Environmental Science and Management (Ardhi University)
27	Hamisi Mohamedi Kingongo	Tutorial Assistant	Bachelor of Science in Environmental Science and Management (Ardhi University)
28	Omega Wilkins Mchaki	Tutorial Assistant	Bachelor's Degree in Community Development (TICD)

*** On Ph.D. Studies

** On Master's Degree Studie

Department of Gender and Development Teaching Staff

No.	Name	Position and Academic Designation	Qualifications and Area(s) of Specialization
1	Evelyne George Rwela	HoD, Lecturer	Master in International Studies (EWHA Woman University) South Korea; BSc in Home Economics and Human Nutrition (SUA)
2	Elinami Godlove Nassari	Coordinator, Assistant Lecturer	Master of Arts in Gender Studies (UDSM); Bachelor of Community Development -Gender and Development (TICD); Diploma in Animal Production (LITA-Tengeru)
3	Dr. Rehema John Mageza	Senior Lecturer	PhD in Arts; Masters in Development Evaluation and Management (Antwerp University) Belgium; MSc Agriculture (SUA); BSc Agriculture-(SUA)
4	Dr. Solomon Simon Mhango	Senior Lecturer	Ph.D. Gender and Agriculture Innovations (SUA); MA in Management of Development (Larenstein University) The Netherlands; Postgraduate Diploma, Poverty Analysis (REPOA/ISS, ESRF); BSc Agriculture General (SUA)
5	Dickson Loriku Lukumay***	Lecturer	Master of Arts in Community Development (Mount Meru University); Advanced Diploma in Social work (Institute of Social Work); Certificate in Social Work (Institute of Social Work)
6	Ebenezer Alexander Lawuo***	Lecturer	Master's Degree of Arts in Applied Social Psychology (UDSM); Bachelor Arts with Education (UDSM)
7	Godlove Barikiel Matemba***	Lecturer	Master of Education Administration, Planning and Policy Studies (OUT); Bachelor of Education-Languages (Tumaini University - Makumira)
8	Mathias Stephen Mkude***	Lecturer	MSc in Social Protection (UDSM); BA with Sociology (UDSM)
9	Noel Yoeza Mkwizu***	Lecturer	Master in Human Resource Management (OUT); Bachelor of Education (Mount Meru University); Diploma in Education (Korogwe Teacher's College)
10	Prisca John Kadege	Lecturer	MA in Gender Studies (UDSM); MSc Industrial Economics (Odessa State University of Economics) Ukraine; Diploma in Gender Issues in Development (Mwalimu Nyerere Memorial Academy)
11	Agnes Peter Mbise**	Tutorial Assistant	Bachelor of Community Development-Gender and Development (TICD)
12	Haji Ally Mkande**	Tutorial Assistant	Bachelor in Gender and Development (MNMA); Ordinary Diploma in Gender Issues and Development-MNMA; Certificate in Youth Work (MNMA)
13	Kingu Msengi Daud**	Tutorial Assistant	Bachelor of Gender and Community Development (TICD); Diploma in Secondary Education (Dakawa TC)

*** On Ph.D. Studies

** On Master's Degree Studies

Department of Project Planning and Management Teaching Staff

No.	Name	Position and Academic Designation	Qualifications and Area(s) of Specialization
1	John King Gwanyemba***	HoD, Lecturer	MSc. Development Policy (Mzumbe University); Advanced Diploma in Regional Development Planning (IRDP)
2	Elizabeth Ludovick Temba	Coordinator, Assistant Lecturer	Master of Arts in Education Management (SAUT); Bachelor of Education in Science (SAUT)
3	Dickson Maiko Utonga***	Lecturer	BSc in Economics (Mzumbe University); MSc Economics (Mzumbe University)
4	Henry Jacob Mgina	Lecturer	MSC in Mathematics (Nelson Mandela University); Bachelor of Education with Mathematics (Tumaini University - Iringa); Diploma in Mathematics and Physics (Kilerruu College)
5	Juma Almasi Mhina***	Lecturer	MSc. Community Economic Development (OUT); BSc in Agricultural Education and Extension (SUA)
6	Kepha Charles Lvinga***	Lecturer	MSc in Project Planning and Management (Mzumbe University); BA in Community Development (Tumaini University - Iringa)
7	Lusajo Japhet Kamwela***	Lecturer	Master of Science in Development Policy (Mzumbe University); Advanced Diploma in Community Development (CDTI) Tengeru
8	Simon Augustine Kilasara***	Lecturer	MBA Corporate Management (Mzumbe University); Advanced Diploma in Community Development - Participatory Project Planning and Management (TICD)
9	Edness Pastory Rutta**	Assistant Lecturer	MSc in Social Work (Institute of Social Work); BSc in Social Work (Institute of Social Work)
10	Harry Kageyo Bilegeya	Assistant Lecturer	Master in Economics and Finance for Development (University of Bradford); Bachelor of Arts in Environmental Economics and Policy (UDOM)
11	Jacob John Kilamlya	Assistant Lecturer	Master of Development Economics (IRDP); BSc in Economics (Mzumbe University); Diploma in Community Development (CDTI- Monduli)
12	Renatus Salvatory Mgongo	Assistant Lecturer	Master of Law (University of Stellenbosch) Bachelor of Law (Tumaini University)
13	Sarah Emmanuel Mmari***	Assistant Lecturer	Master of Arts in Education Project Planning and Management (UDOM); Postgraduate in Education (UDOM); Bachelor of Business Administration (SAUT)
14	Sia Willy Machange	Assistant Lecturer	MA in Project Management Evaluation (SUA); Bachelor of Community Development in Participatory Project Management (TICD)

15	Adv. Frank Riziki Wiliam	Tutorial Assistant	Post Graduate Diploma in Legal Practice-PGDLP (Laws School in Tanzania) Bachelor of Laws-LL. B (Mzumbe University); Bachelor of Education in Management and Administration (UDOM);
16	Idda Dickson Magoma**	Tutorial Assistant	Bachelor of Participatory Project Planning and Management (TICD); Diploma in Community Development (TICD)
17	Lisa Boaz Gapi**	Tutorial Assistant	Bachelor of Participatory Project Planning and Management (TICD)

*** On Ph.D. Studies

** On Master's Degree Studies

Department of Social and Business Studies Teaching Staff

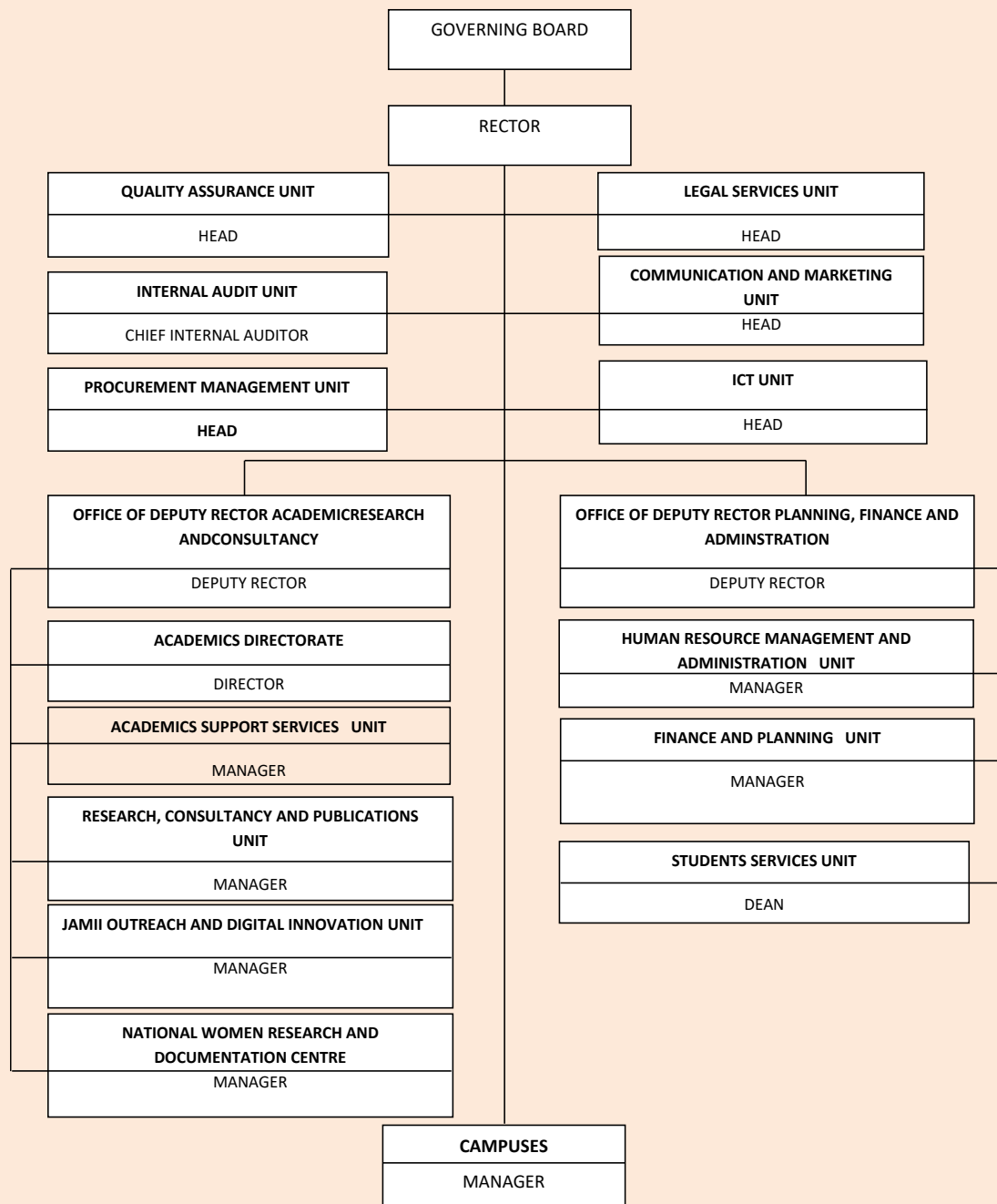
No.	Name	Position and Academic Designation	Qualifications and Area(s) of Specialization
1	Dr. Ndalaha Mussa Masanja	Lecturer	Ph. D in Higher Education Administration (Financial Management Emphasis) (Andrews University); Master of Business Administration in Accounting (University of Eastern Africa Baraton); Bachelor of Business Administration in Accounting and Management (University of Eastern Africa Baraton);
2	Kevin Victor Lewis	Coordinator, Assistant Lecturer	Master's Degree in Accounting and Finance; Bachelor of Accountancy (Institute of Accountancy Arusha)
3	Dr. Ponsian Thomas Sewando	Associate Professor	Ph.D. Agricultural Economics (SUA); MSc. Agricultural Economics (SUA); BA in Education (OUT)
4	Dr. Bakari George Zuberi	Senior Lecturer	Ph.D. in Law-LL. D(UDSM); Postgraduate Dip. in Legal Practice, LST; Master of Law-LL. M (UDSM); Bachelor of Law (LL. B), UDSM
5	Angelus Thomas Shokia	Lecturer	Master of Business Administration in Cooperate Management (Mzumbe School of Business); Advanced Diploma in Community Development - Participatory Project Planning and Management-(TICD)
6	Christina Reuben Shimba***	Lecturer	Master of Public Administration (Mzumbe University); BA in Sociology (UDSM)
7	Jackson Ezekiel Muhoho***	Lecturer	MBA in Human Resources Management (University of Mysore - India); BSc Computer Science-(UDSM)
8	Mgendu Ngulugulu Mathew***	Lecturer	MSc in Information Technology and Management (Avinashingam University - India); Advanced Diploma in Computer Science (Institute of Finance Management)

9	Adv. Mwita John Mwita	Lecturer	Postgraduate Diploma in Legal Practice-PGDLP (Law School in Tanzania); MSc in Laws - Human Rights-LL. M (Tumaini University -Makumira); Bachelor of Laws-LL. B (Tumaini University- Makumira)
10	Arold Jason Kyagara	Assistant Lecturer	Master of Business Management (MOCU); Bachelor of Arts in Microfinance and Enterprise Development (SUA)
11	Elia Somani Mbwile***	Assistant Lecturer	Master in Business Administration (Mzumbe University); Bachelor in Business Administration (UDOM)
12	Emmanuel Filex Mvunyi	Assistant Lecturer	Master of Business Administration – Accounting (Mwenge Catholic University); Bachelor of Arts in Business Administration-Accounting (MWECAU)
13	Georgina Jacob Ngwasi	Assistant Lecturer	Master of Science in Human Resource Management (IAA) Bachelor of Public Administration (Mzumbe University)
14	Meinyali Mevaashi Sabore	Assistant Lecturer	Master in Business Administration (MMU); Bachelor of Business Administration (MMU)
15	Swahaba Mohamed Barongo	Assistant Lecturer	Master of Research and Public Policy (UDSM); Bachelor of Arts in Education (Muslim University of Morogoro)
16	Yona William Kitua	Assistant Lecturer	Master of Public Administration (Mzumbe University); Bachelor of Local Government Management (Mzumbe University)
17	Agreth Timotheo Laurian	Tutorial Assistant	Bachelor Degree in Social Work (ISW). Diploma in Social Work (ISW) Technician Certificate in Social Work (ISW)
18	Amosi Adonias Nyasomba	Tutorial Assistant	Bachelor of Business Studies with Education (CBE). Diploma in Accountancy (CBE)
19	Julius Samwel Ernest	Tutorial Assistant	Bachelor in Development Finance and Investment Planning (IRDP)
20	CPA. Lomayani Letayo Mollel	Tutorial Assistant	Bachelor of Accounting and Finance (Mzumbe University).
21	Vaileth Samson Sikira	Tutorial Assistant	Bachelor in Human Resource Management (TIA); Diploma in Human Resource Management (TPSC); Certificate in Human Resource Management (TPSC)
22	Yohana Elia Sintoo**	Tutorial Assistant	Master of Business Administration (Mzumbe University) Advance Diploma in Participatory Project Planning (CDTI)

*** On Ph.D. Studies

** On Master's Degree Studies

1.10. ORGANIZATIONAL STRUCTURE



CHAPTER TWO

2.0. GENERAL PROVISIONS

2.1. Academic year

The academic year begins in mid-October and ends at the end of August every year.

2.2. ACADEMIC PROGRAMMES

2.2.1. Non-Degree Programmes

2.2.1.1. Basic Technician Certificates – NTA Level 4

- i. Basic Technician Certificate in Community Development (BTCCD)
- ii. Basic Technician Certificate in Gender and Community Development (BTGCD)
- iii. Basic Technician Certificate in Project Management for Community Development (BTCMCD)
- iv. Basic Technician Certificate in Accounting and Finance (BTAFC)
- v. Basic Technician Certificate in Human Resource and Management (BTCHRM)
- vi. Basic Technician Certificate in Social Work (BTCSW)
- vii. Basic Technician Certificate in Local Government Administration and Management (BTCLGAM)

2.2.1.2. Technician Certificates – NTA Level 5

- i. Technician Certificate in Community Development (TCCD)
- ii. Technician Certificate in Gender and Community Development (TCGCD)
- iii. Technician Certificate in Project Management for Community Development (TCMCD)
- iv. Technician Certificate in Accounting and Finance (TCAF)
- v. Technician Certificate in Human Resource and Management (TCHRM)
- vi. Technician Certificate in Social Work (TCSW)
- vii. Technician Certificate in Local Government Administration and Management (TCLGAM)

2.2.1.3. Ordinary Diploma – NTA Level 6

- i. Ordinary Diploma in Community Development (ODCD)
- ii. Ordinary Diploma in Gender and Community Development (ODGCD)
- iii. Ordinary Diploma in Project Management for Community Development (ODPMCD)
- iv. Ordinary Diploma in Accounting and Finance (TCAF)
- v. Ordinary Diploma in Human Resource and Management (TCHRM)
- vi. Ordinary Diploma in Social Work (TCSW)
- vii. Ordinary Diploma in Local Government Administration and Management (TCLGAM)

The non-degree programmes are designed to equip candidates with knowledge and skills to enable them to become effective change agents with the capacity to collaborate with other extension staff to spearhead development at grass root levels.

In more specific terms the holders of these qualifications are expected to apply skills and knowledge in a broad range of community development work activities, most of which are non-routine.

2.2.2. Degree Programmes (NTA Level 7 and 8)

2.2.2.1. Bachelor of Community Development (BCD)

Course Objectives

- i. To analyse the community development process, apply it in a real-world context, and identify specific conditions that either facilitate or impede community development within a target community.
- ii. To assess and document the attitudes, knowledge, and skills necessary for effectively initiating and managing community development projects.
- iii. To analyse prevalent community issues and concerns, and propose practical, evidence-based solutions to address them.

2.2.2.2. Bachelor of Project Planning and Management (BPPM)

Course Objectives

- i. To increase the financial and managerial skills of the community, enabling them to better finance and manage projects and programs.
- ii. To establish a participatory monitoring and evaluation system that enhances project effectiveness and ensures long-term sustainability.
- iii. To build the capacity of the community to improve overall community well-being through education, healthcare, and social support programs.
- iv. To empower the community with the knowledge and skills required to explore diverse economic options for sustainable development.

2.2.2.3. Bachelor of Gender and Community Development (BGCD)

Course Objectives

- i. To establish gender equality initiatives that actively address disparities across institutions and sectors within the community.
- ii. To develop the community's capacity for effectively managing assets and exploring a diversified range of economic options.
- iii. To expand economic development opportunities by enhancing the skills and capabilities of the community's workforce.
- iv. To foster social cohesion and build community social capital by implementing programs and initiatives that strengthen community bonds.

2.2.3. Master's Programmes

2.2.3.1. Master's Degree in Community Development (MCD)

Course Objectives

- i. To empower learners with the ability to apply relevant community development theories and principles in the development of policies and strategies that positively impact communities.
- ii. To develop the capacity of learners to effectively communicate complex community development issues to diverse audiences and cultivate an awareness of significant community development resources and sources.
- iii. To impart knowledge and skills to learners that enable them to influence positive changes in community behaviour and attitudes towards the adoption of innovative practices.
- iv. To equip learners with broad knowledge and skills that enable them to enhance a community's capacity to efficiently manage development initiatives and processes.

- v. To impart knowledge and skills to learners that enable them to help communities mobilize and harness resources for the improvement of their livelihoods.
- vi. To impart knowledge and skills to learners that enable them to capacitate communities to assess and analyse problems and opportunities and develop effective solutions.

2.2.3.2. Master's Degree in Project Planning, Monitoring and Evaluation (MPP-E&M)

Course Objectives

- i. To effectively apply acquired skills to plan and design a Monitoring and Evaluation (M&E) system tailored to the needs of a given program or project.
- ii. To proficiently utilize qualitative and quantitative impact evaluation techniques to assess the performance and outcomes of programs and projects.
- iii. To apply knowledge and skills in resource mobilization, financing, investment analysis, budgeting, procurement, and reporting to ensure efficient, effective, and accountable utilization of project financial resources.
- iv. To competently apply ICT and Management Information System (MIS) skills in the collection, processing, analysis, storage, and dissemination of information, ensuring the integrated use of data for project planning and management.
- v. To adeptly apply qualitative and quantitative methods and techniques of research design, data collection, processing, analysis, and interpretation in the context of project monitoring and evaluation.

2.2.3.3. Master's Degree in Gender and Human Rights (MGHR)

Course Objectives

- i. To train students in applying legal frameworks in gender and development practices
- ii. To train students in applying gender perspectives and analysis skills in gender and development practices
- iii. To equip students with community development skills in gender and development practices
- iv. To provide students with social welfare and social psychology skills in gender and development practices

2.3. ADMISSION AND REQUIREMENTS

Application for all programmes is done electronically through the online application system (www.oas.ticd.ac.tz). Guidelines for applications to these programmes are provided in the online application link.

2.3.1. Admission Requirements for Postgraduate Programmes

The candidate intending to join the master's degree programme in Community Development OR Project Planning, Monitoring and Evaluation at Tengeru Institute of Community Development should have at least one of the following minimum qualifications requirements as approved by NACTVET:

- i. Bachelor's Degree lower second for classified award or an average of B grade or credit for unclassified awards on relevant or related fields from a recognized institution of higher learning;

OR

- ii. Bachelors' Degree of pass grade with a post graduate diploma on relevant or related field;

OR

- iii. Advanced Diploma from a recognized Institute or equivalent qualifications.

2.3.2. Admission Requirements for Bachelor Degree Programmes

Minimum Entry Qualifications

- i. Form Six (ACSEE) leavers with at least two principal passes in Economics, Geography, Kiswahili, Physics, Biology, Chemistry, Agriculture, Accounts, History, Mathematics, Commerce, or English with total points of 4.0.
- ii. An Ordinary Diploma (NTA Level 6) in Community Development, Development Planning, Education, Statistics, Economics, Development Administration and Management, Business Administration, Local Government Administration and Management, Cooperative Management and Accounting, Marketing Management, Local Government Accounting and Finance, Procurement and Supply, Public Sector Financial Management, Development Economics, Public Policy and Planning, Agriculture Economics, Human Resource Management, Business Planning, Land Use Planning, Cartography, Project Training, Law; and Gender and Development with an average of 'B' or at least a GPA of 3.0 or above.

2.3.3. Admission Requirements for Diploma

Minimum Entry Qualifications

- i. Candidate should possess Technician Certificate (NTA Level 5) in Development Administration and Management, Development , Development Planning, Rural Development Planning, Business Administration, Community development, Human Resources Management, Records, Archives and Information Management, Procurement and Supply Management, Local Government Administration, Local Government Accounting and Finance, Journalism; Education, Community Health, law, Information Technology, Social Work, Public Relation, Agriculture, Livestock, Public Administration, Accountancy, Marketing, Local Government Administration, Records Management.

2.3.3.1. Technician Certificate Courses (NTA Level 5)

Minimum Entry Qualifications

- i. Candidate should possess Basic Technician Certificate (NTA Level 4) in Development Administration and Management, Development , Development Planning, Rural Development Planning, Business Administration, Community development, Human Resources Management, Records, Archives and Information

Management, Procurements and Supply Management, Local Government Administration, Local government Accounting and Finance, Journalism; Education, Community Health, law, Information Technology, Social Work, Public Relation, Agriculture, Livestock, Public Administration, Accountancy, Marketing, Local Government Administration, Records Management;

OR

- ii. At least one principal pass at Advanced Secondary Education level obtained in History, Geography, Economics, English, Kiswahili, Commerce, Accountancy, Mathematics, Agriculture; and one subsidiary pass.

2.3.4. Basic Technician Certificates (NTA Level 4)

Minimum Entry Qualifications

- i. Certificate of Secondary Education Examination (CSEE) with least 4 passes of D grades or above in none religious subjects;

OR

- ii. National Vocational Award LEVEL III accompanied with at least two passes at Ordinary Certificate of Secondary Education.

CHAPTER THREE

3.0. PROGRAMMES OFFERED

3.1. Department of Community Development

3.1.1. Basic Technician Certificate in Community Development (BTCCD)

3.1.1.1. Summary of Modules - NTA Level 4

No.	Module code	Module title	Semester	
			1	2
1	CDT04101	Communication Management		
2	CDT04202	Community Development Principles and Approaches		
3	CDT04103	Appropriate Technology		
4	CDT04104	Civic Education		
5	CDT04205	Microfinance Management		
6	CDT04106	Groups Management		
7	CDT04207	Gender and Development		
8	CDT04208	Entrepreneurship		
9	CDT04109	Conflict Management		
10	CDT04210	Social Psychology		
11	CDT04111	Sociology		
12	CDT04212	Creativity and Innovation		
13	CDT04113	Community Development theories		
14	CDT04214	*Field Practical Training		

**Practical Modules (Field Placement)*

3.1.2. Technician Certificate in Community Development (TCCD)

3.1.2.1. Summary of Modules - NTA Level 5

No.	Module code	Module title	Semester	
			1	2
1	CDT05101	Critical Thinking and Attitude Management		
2	CDT05102	Lobbying and Advocacy		
3	CDT05203	Development Studies		
4	CDT05104	Participatory Planning		
5	CDT05205	Resource Management		
6	CDT05206	Project Management		
7	CDT05107	Community Engagement		
8	CDT05208	Adult Learning		
9	CDT05109	Micro Economics		
10	CDT05110	Elementary Bookkeeping		
11	CDT05211	Information and Communication Management		
12	CDT05112	Basics of ICT		
13	CDT05213	Disaster Management		
14	CDT05114	Community Participation		
15	CDT05215	*Field Practical Training		

**Practical Modules (Field Placement)*

3.1.3. Ordinary Diploma in Community Development (ODCD)

3.1.3.1. Summary of Modules - NTA Level 6

No.	Module code	Module title	Semester	
			1	2
1	CDTo6101	Demography		
2	CDTo6102	Food Security and Nutrition		
3	CDTo6203	Leadership and Administration		
4	CDTo6204	Parenting and Child Development		
5	CDTo6205	Development Policy		
6	CDTo6106	Basics of Law		
7	CDTo6207	Project Monitoring and Evaluation		
8	CDTo6208	Management of Civil Society Organizations		
9	CDTo6109	Public and Private Sector Management		
10	CDTo6210	Financial Management		
11	CDTo6111	Research Methods		
12	CDTo6112	Applied Statistics		
13	CDTo6213	Accountancy		
14	CDTo6214	*Research Project		
15	CDTo6215	*Field Practical Training		

*Practical Modules (Field Placement and Research Project)

3.1.4. Bachelor Degree in Community Development (BCD)

3.1.4.1. Summary of Modules – NTA Level 7

Semester I Modules

No.	Module code	Module title	Class	Credits
1	CDU 07105	Community Mobilization and Engagement	C	10
2	CDU 07106	Creativity and Innovation Management	C	12
3	CDU 07123	Community Development Practice	C	8
4	CDU 07130	Basics of Gender and Development	C	6
5	CDU 07101	Business Communication	F	6
6	CDU 07104	Microeconomics	F	7
7	CDU 07107	Entrepreneurship	F	7
8	CDU 07131	Apprenticeship for Community Development I	C	12
Total Credits				68

Semester II Modules

No.	Module code	Module title	Class	Credits
1	CDU 07212	Management of Civil Society Organisations	C	10
2	CDU 07215	Conflict Management	C	7
3	CDU 07218	Development Theories and Concepts	C	7
4	CDU 07203	Fundamentals of Environmental Management	C	10
5	CDU 07224	Sociology	C	6
6	CDU 07226	Human Rights	C	6
7	CDU 07219	Community Capacity Management	C	7
8	CDU 07222	Quantitative Methods	F	6
9	CDU 07211	Human Resource Management	F	7
Total Credits				66

Semester III Modules

No.	Module code	Module title	Class	Credits
1	CDU 07302	Demography	C	6
2	CDU 07325	Laws for Community Development	C	7
3	CDU 07310	Fundamentals of Law	F	7
4	CDU 07308	Principles of Marketing	F	7
5	CDU 07313	Applied ICT	F	5
6	CDU 07320	Environmental Management	F	6
7	CDU 07321	Macroeconomics	F	6
8	CDU 07329	Project Management	F	7
9	CDU 07332	Apprenticeship for Community Development II	C	12
Total Credits				63

Semester IV Modules

No.	Module code	Module title	Class	Credits
1	CDU 07409	Participatory Methods	C	6
2	CDU 07416	Strategic Planning and Management	C	7
3	CDU 07417	Management of Microfinance Institutions	C	9
4	CDU 07427	Extension and Advocacy	C	7
5	CDU 07414	Policy Management	C	6
6	CDU 07428	Public Policy	F	8
Total Credits				43

3.1.4.2. Summary of Modules – NTA Level 8

Semester I Modules

No.	Module code	Module title	Class	Credits
1	CDU08104	Research Methods	C	8
2	CDU08107	Community Health	C	9
3	CDU08108	Community Psychology	C	6
4	CDU08106	Social Change	C	7
5	CDU08109	Social Welfare	C	7
6	CDU08101	Statistics	F	7
7	CDU08110	Accounting Principles	F	7
8	CDU08116	Apprenticeship for Community Development III	C	12
Total Credits				63

Semester II Modules

No.	Module code	Module title	Class	Credit
1	CDU08202	Partnership Management	C	7
2	CDU08203	Principles of Management	C	7
3	CDU08213	Development Economics	C	9
4	CDU08212	Human Development	C	7
5	CDU08205	Governance and Leadership	F	6
6	CDU08211	Environmental Health	F	6
7	CDU08214	Public Administration	F	7
8	CDU08215	Dissertation for Community Development	C	8
Total Credits				57

3.1.5. Master's Degree in Community Development (MCD)

3.1.5.1. Summary of Modules – NTA Level 9

Semester I Modules

No.	Module code	Module title	Class	Credits
1	CDG09101	Community Development Principles, Theories and Approaches	C	12
2	CDG09107	Community Development Legal Frameworks	C	08
3	CDG09111	Community Engagement Theories and Practice	C	12
4	CDG09110	Entrepreneurship	F	08
5	CDG09112	Research Methods	C	12
6	CDG09104	Gender, Socialization and Development	F	08
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	CDG09202	Community Participation Theories and Approaches	C	12
2	CDG09203	Project Management in Community Development	F	12
3	CDG09206	Community Development Based-Conflict Resolution	C	08
4	CDG09209	Strategic Management for Community Development	F	08
3	CDG09208	Lobbying and Advocacy in Community Development	C	12
6	CDG09205	Community Resources, Risk and Disaster Management	C	08
Total Credits				60

Semester III Modules

No.	Module code	Module title	Class	Credits
1	CDG09213	Dissertation	C	60
Total Credits				60

Department of Gender and Development

3.1.6. Basic Technician Certificate in Gender and Community Development (BTCGCD)

3.1.6.1. Summary of Modules – NTA Level 4

Semester I Modules

No.	Module code	Module title	Class	Credits
1	GCT04101	Gender And Culture	C	9
2	GCT04102	Creativity and Innovation Skills	C	10
3	GCT04105	Community Development Principles and Approaches	C	10
4	GCT04103	Basics of Communication	F	12
5	GCT04104	Basics of ICT	F	12
6	GCT04110	Community Health	F	6
7	GCT04112	Apprenticeship	C	24
Total Credits				83

Semester II Modules

No.	Module code	Module title	Class	Credits
1	GCT04206	Gender Capacity Assessment	C	10
2	GCT04207	Food Security and Nutrition	F	6
3	GCT04209	Human Growth	F	7
4	GCT04208	Lobbying And Advocacy	C	7
5	GCT04211	Basics of Management	C	7
Total Credits				37

3.1.7. Technician Certificate in Gender and Community Development (BTCGCD)

3.1.7.1. Summary of Modules – NTA Level 5

Semester I Modules

No	Module code	Module title	Class	Credits
1	GCT05108	Participation and Community Development	C	5
2	GCT05104	Gender and Community Participation	C	6
3	GCT05110	Community Psychology	C	6
4	GCT05102	Sociology	C	6
5	GCT05101	Gender and Community Engagement	C	6
6	GCT05116	Participative Management	C	5
7	GCT05115	Entrepreneurship and Microfinance	F	7
8	GCT05114	Elementary of Bookkeeping	F	6
9	GCT05117	Apprenticeship	C	24
Total Credits				71

Semester II Modules

No.	Module code	Module title	Class	Credits
1	GCT05212	Fundamentals of Marketing	F	9
2	GCT05213	Group Management	F	6
3	GCT05209	Community Mobilization	C	5
4	GCT05205	Gender Mainstreaming in Project Management	C	6
5	GCT05206	Gender Based Monitoring and Evaluation	C	6
6	GCT05207	Conflict Management	C	6
7	GCT05211	Demography	F	5
8	GCT05203	Social Change	C	6
Total Credits				49

3.1.8. Ordinary Diploma in Gender and Community Development (ODGCD)

3.1.8.1. Summary of Modules – NTA Level 6

Semester I Modules

No.	Module code	Module title	Class	Credits
1	GCT06101	Principles of Human Rights	C	3
2	GCT06102	Research Methods	C	7
3	GCT06103	Elementary Statistics	F	7
4	GCT06104	Environment and Natural Resource Management	F	6
5	GCT06105	Capacity Development	F	6
6	GCT06106	Partnership Management	F	6

7	GCT06114	Accountancy	F	7
8	GCT06115	Introduction to Law	C	4
9	GCT06116	Apprenticeship	C	18
Total Credits				64

Semester II Modules

No.	Module code	Module title	Class	Credits
1	GCT06207	Basics of Law of Torts	C	7
2	GCT06208	Research Methodology	C	7
3	GCT06209	Leadership and Governance	C	6
4	GCT06210	CSOs Management	C	10
5	GCT06211	Elementary Microeconomics	F	6
6	GCT06212	Human Resource Management	F	6
7	GCT06213	Gender Related Laws	C	8
8	GCT06217	Research Report Writing	C	6
Total Credits				56

3.1.9. Bachelor Degree in Gender and Community Development (BGCD)

3.1.9.1. Summary of Modules – NTA Level 7

Semester I Modules

No.	Module code	Module title	Class	Credits
1	GCU07107	Entrepreneurship	F	7
2	GCU07104	Micro Economics	F	7
3	GCU07123	Creativity and Innovation Management	C	12
4	GCU07105	Community Mobilization and Engagement	C	9
5	GCU07119	Gender Results Based Monitoring and Evaluation	C	12
6	GCU07123	Community Development Practice	C	6
7	GCU07101	Business Communication	F	5
8	GCU07132	Gender and development theories	C	5
9	GCU07133	Apprenticeship for Gender and Development I	C	12
Total Credits				68

Semester II Modules

No.	Module code	Module title	Class	Credits
1	GCU07212	Management of Civil Society Organisations	C	9
2	GCU07218	Development Theories and Concepts	C	5
3	GCU07224	Sociology	C	5
4	GCU07215	Conflict Management	C	6
5	GCU07225	Laws for Gender Development	C	8
6	GCU07226	Human Rights	C	6
7	GCU07229	Gender Mainstreaming	C	6
8	GCU07203	Environmental Management	F	7
9	GCU07210	Fundamentals of Law	F	6
Total Credits				58

Semester III Modules

No.	Module code	Module title	Class	Credits
1	GCU07321	Early Childhood Education	C	6
2	GCU07322	Gender Responsive Budgeting	C	6
3	GCU07330	Gender Analysis Frameworks	C	6
4	GCU07331	Gender Socialization and Development	C	10
5	GCU07302	Demography	C	4
6	GCU07308	Marketing	F	7
7	GCU07313	Applied ICT	F	4
8	GCU07334	Apprenticeship for Gender and Development II	C	12
Total Credits				55

Semester IV Modules

No.	Module code	Module title	Class	Credits
1	GCU07409	Participatory Research Methods	C	5
2	GCU07414	Policy Management	C	10
3	GCU07420	Gender Organizational Management	C	5
4	GCU07427	Extension and Advocacy	C	5
5	GCU07417	Management of Microfinance Institutions	C	8
6	GCU07416	Strategic Planning and Management	C	5
7	GCU07411	Human Resource Management	F	7
8	GCU07428	Public Policy Analysis	F	7
Total Credits				52

3.1.9.2. Summary of Modules – NTA Level 8

Semester I Modules

No.	Module code	Module title	Class	Credit Values
1	GCU08104	Research Methods	C	8
2	GCU08107	Community Health	C	9
3	GCU08108	Community Psychology	C	6
4	GCU08109	Social Welfare	C	7
5	CCU08106	Social Change	C	7
6	GCU08110	Child Development	C	7
7	GCU08101	Statistics	F	7
8	GCU08118	Apprenticeship for Gender and Development III	C	12
Total Credit				63

Semester II Modules

No.	Module code	Module title	Class	Credit
1	GCU08202	Partnership Management	C	7
2	GCU08212	Human Development	C	7
3	GCU08213	Gender Policy Analysis	C	9
4	GCU08214	Child Protection	C	7
5	CCU08203	Principles of Management	F	7
6	GCU08205	Governance and Leadership	F	6
7	GCU08211	Environmental Health Issues	F	6
8	GCU08217	Dissertation for Gender and Development	C	8
Total Credit				57

3.1.10. Master's Degree in Gender and Human Rights (MGHR)

3.1.10.1. Summary of Modules – NTA Level 9

Semester I Modules

No.	Module code	Module title	Class	Credits
1	GHG09101	Gender Legal Frameworks	C	08
2	GHG09102	Gender and Human Rights	C	12
3	GHG09103	Gender Analysis	C	12
4	GHG09104	Research Methods for Gender and Human Rights	C	08
5	GHG09105	Gender and Social Dynamics	C	10
6	GHG09106	Community Development	F	10
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	GHG09207	Gender Policy Management	C	12
2	GHG09208	Gender Mainstreaming and Empowerment	C	12
3	GHG09209	Gender and Community Health	C	08
4	GHG09210	Counselling and Guidance	F	08
5	GHG09211	Management and Administration	F	10
6	GHG09212	Gender Resource Mobilization	C	10
Total Credits				60

Semester III Modules

No.	Module code	Module title	Class	Credits
1	GHG09213	Dissertation	C	60
Total Credits				60

3.2 Department of Project Planning and Management

3.1.11. Basic Technician Certificate in Project Management for Community Development (BTCPMCD)

3.1.11.1. Summary of Modules – NTA Level 4

Semester I Modules

No.	Module code	Module title	Class	Credits
1	PMT04101	Community Capacity Assessment	C	6
2	PMT04102	Creativity and Innovation	C	10
3	PMT04103	Basics of Project Design	C	8
4	PMT04104	Participatory Planning	C	8
5	PMT04105	Community Mobilization	F	6
6	PMT04106	Community Engagement	F	6
7	PMT04107	Fundamentals of Business Communication	F	12
8	PMT04113	Apprenticeship	F	24
Total Credits				80

Semester II Modules

No.	Module code	Module title	Class	Credits
1	PMT04208	Project Appraisal	C	8
2	PMT04209	Project Monitoring and Evaluation	C	8
3	PMT04210	Community Participation in Project Management	C	6
4	PMT04211	Fundamentals of Management	F	6
5	PMT04212	Fundamentals of ICT	F	12
Total Credits				40

3.1.12. Technician Certificate in Project Management for Community Development (TCPMCD)

3.1.12.1. Summary of Modules – NTA Level 5

Semester I Modules

No.	Module code	Module title	Class	Credit
1	PMT05101	Entrepreneurship and Microfinance in Community Projects	C	7
2	PMT05102	Elementary Bookkeeping	F	6
3	PMT05103	Project Stakeholders Management	C	5
4	PMT05104	Environmental Management for Community Projects	C	6
5	PMT05105	Fundamentals of Procurement in Community Projects	C	6
6	PMT05106	Project Capacity Development	C	5
7	PMT05107	Project Partnership Management	C	5
8	PMT05117	Apprenticeship	C	24
Total Credit				64

Semester II Modules

No.	Module code	Module title	Class	Credit
1	PMT05208	Project Human Resource Management	F	7
2	PMT05209	Fundamentals of Accounting	F	6
3	PMT05210	Microeconomics for Community Projects	F	7
4	PMT05211	Marketing in Project Management	F	9
5	PMT05212	Project Stores Management	C	6
6	PMT05213	Project Contract Management	C	5
7	PMT05214	Demography in Project Management	C	5
8	PMT05115	Implementation of Community Projects	C	5
9	PMT05216	Group Management	C	6
Total Credit				56

3.1.13. Ordinary Diploma in Project Management for Community Development (ODPMCD)

3.1.13.1. Summary of Modules – NTA Level 5

Semester I Modules

No.	Module code	Module title	Class	Credit
1	PMT06101	Results Based Project Monitoring and Evaluation	C	10
2	PMT06102	Risk Analysis Techniques	C	8
3	PMT06103	Elementary Statistics	C	7
4	PMT06104	Research Methods	C	7
5	PMT06105	Gender and Project Management	F	4
6	PMT06106	Principles of Human Rights	F	4
7	PMT06107	Introduction to Law	C	4
8	PMT06114	Apprenticeship	C	18
Total Credit				62

Semester II Modules

No.	Module code	Module title	Class	Credit
1	PMT06208	Governance and Policy Management	F	10
2	PMT06209	CSOs Management	C	8
3	PMT06210	Project Monitoring and Evaluation	C	10
4	PMT06211	Research Report Writing Techniques	C	10
5	PMT06212	Conflict Management	F	7
6	PMT06213	Basics of Law of Torts	F	7
7	PMT06215	Field Research Report	C	6
Total Credit				58

3.1.14. Bachelor Degree in Project Management for Community Development (BPMCD)

3.1.14.1. Summary of Modules – NTA Level 7

Semester I Modules

No.	Module code	Module title	Class	Credits
1	PMU07104	Micro Economics	C	7
2	PMU07105	Community Mobilization and Engagement	C	8
3	PMU07106	Creativity and Innovation Management	C	12
4	PMU07107	Entrepreneurship	C	7
5	PMU07123	Project Planning and Management	C	8
6	PMU07124	Project Designing	C	8
7	PMU07101	Business Communication	F	6
8	PMU07131	Apprenticeship for Project Management I	C	12
Total Credits				68

Semester II Modules

No.	Module code	Module title	Class	Credits
1	PMU07212	Management of Civil Society Organisations	C	8
2	PMU07215	Conflict Management	C	6
3	PMU07218	Development Studies	F	5
4	PMU07225	Project Appraisal	C	8
5	PMU07222	Quantitative Methods	C	7
6	PMU07219	Community Capacity Management	C	7
7	PMU07203	Fundamentals of Environmental Management	F	7
Total Credits				48

Semester III Modules

No.	Module code	Module title	Class	Credits
1	PMU07302	Demography	C	7
2	PMU07308	Principles of Marketing	C	7
3	PMU07310	Fundamentals of Law	F	6
4	PMU07313	Applied ICT	F	6
5	PMU07320	Environmental Management	F	6
6	PMU07321	Macroeconomics	F	6
7	PMU07326	Project Risk Management	C	6
8	PMU07328	Project Implementation	C	7
9	PMU07332	Apprenticeship for Project Management II	C	12
Total Credits				63

Semester IV Modules

No.	Module code	Module title	Class	Credits
1	PMU07409	Participatory Methods	C	7
2	PMU07427	Project Monitoring and Evaluation	C	8
3	PMU07417	Management of Microfinance Institutions	C	8
4	PMU07411	Human Resource Management	C	6
5	PMU07430	Stores Management	C	7
6	PMU07414	Policy Management	F	7
7	PMU07416	Strategic Management	C	7
8	PMU07429	Procurement and Supply Management	C	6
9	PMU07431	Laws for Project Management	F	5
Total Credits				61

3.1.14.2. Summary of Modules – NTA Level 8

Semester I Modules

No.	Module code	Module title	Class	Credit
1	PMU08104	Applied Research Methods	C	8
2	PMU08108	Project Results Monitoring and Evaluation	C	12
3	PMU08109	Managerial Economics	C	10
4	PMU08112	Apprenticeship for Project Management III	C	12
5	PMU08101	Statistical Techniques in Project Management	C	8
6	PMU08110	Principles of Project Accounting	C	8
Total Credit				58

Semester II Modules

No.	Module code	Module title	Class	Credit
1	PMU08202	Project Partnership Management	C	8
2	PMU08203	Principles of Management in Community Projects	C	8
3	PMU08207	Project Risk Management	C	11
4	PMU08206	Results Based Project Management	C	12
5	PMU08213	Dissertation for Project Management	C	8
6	PMU08205	Public Policy management	F	8
7	PMU08211	Principles of Governance and Leadership	F	7
Total Credit				62

3.1.15. Master's Degree in Project Planning, Monitoring and Evaluation (MPP-ME)

3.1.15.1. Summary of Modules – NTA Level 9

Semester I

No.	Module Code	Module Name	Credit
1	RPG9101	Principles of Project Planning	10
2	RPG9102	Policy Analysis and Evaluation	8
3	RPG9103	Research Methods for Social Sciences	10
4	RPG9104	Project Management Information Systems	8
5	RPG9105	Statistics for Monitoring and Evaluation	10
6	RPG9106	Data Quality Assessment	6
7	RPG9107	Project Risk Management	8
Total Credits			60

Semester II Modules

No.	Module Code	Module Name	Credits
1	RPG9208	Project Appraisal	10
2	RPG9209	Managing Development Projects	8
3	RPG9210	Principles of Monitoring and Evaluation	10
4	RPG9211	Studio Work – Planning & Designing M & E System	10
5	RPG9212	Consultancy Skills	6
6	RPG9213	Project Financing, Budgeting and Procurement	8
7	RPG9214	Impact Evaluation	8
Total Credits			60

Semester III Modules

No.	Module Code	Module Name	Credits
1	RPG9301	Dissertation	60
Total Credits			60

3.2. Department of Social and Business Studies

3.2.1. Basic Technician Certificate in Accounting and Finance (BTCAF)

3.2.1.1. Summary of Modules – NTA Level 4

Semester I Modules

No.	Module code	Module title	Class	Credits
1	AFT04101	Innovative Business Planning	F	12
2	AFT04103	Bookkeeping	C	10
3	AFT04104	Commercial Skills	C	8
4	AFT04106	Communication Skills	F	8
5	AFT04107	Computer Applications	F	8
6	AFT04108	Business Mathematics	C	8
7	AFT04112	Store Keeping	C	6
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	AFT04202	Entrepreneurship Skills	F	8
2	AFT04205	Bookkeeping and Accounts	C	6
3	AFT04209	Business Finance	C	16
4	AFT04210	Business Cost Accounts	C	8
5	AFT04211	Records Management	F	6
6	AFT04213	Industrial Practical Placement (Apprenticeship)	C	16
Total Credits				60

3.2.2. Technician Certificate in Accounting and Finance (TCAF)

3.2.2.1. Summary of Modules – NTA Level 5

Semester I Modules

No.	Module code	Module title	Class	Credits
1	AFT05101	Accounting	C	14
2	AFT05103	Procurement and Supply Chain Management	F	12
3	AFT05105	Taxation	C	7
4	AFT05107	Information and Communication Technology	C	8
5	AFT05109	Cooperatives Management	F	6
6	AFT05110	Microfinance Management	F	6
7	AFT05106	Commerce	F	7
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	AFT05202	Auditing	C	7
2	AFT05204	Cost Accounting	C	7
3	AFT05212	Microeconomics	C	10
4	AFT05208	Public Sector Accounting	C	8
5	AFT05211	Partnership Management	F	6
6	AFT05213	Project Management	C	10
7	AFT05214	Industrial Practical Placement (Apprenticeship)	C	12
Total Credits				60

3.2.3. Ordinary Diploma in Accounting and Finance (ODAF)

3.2.3.1. Summary of Modules – NTA Level 6

Semester I Modules

No.	Module code	Module title	Class	Credits
1	AFT06101	Statistical Methods	C	12
2	AFT06103	Research Methods	C	6
3	AFT06105	Financial Accounting	C	10
4	AFT06106	Cost Analysis	C	10
5	AFT06107	Development Economics	F	10
6	AFT06110	Business Law and Ethics	F	12
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	AFT06202	Financial Management	C	10
2	AFT06204	Public Finance	C	6
3	AFT06212	Strategic Planning	F	6
4	AFT06209	Business Management	F	12
5	AFT06208	Auditing and Assurance	C	10
6	AFT06211	Industrial practical placement (Apprenticeship)	C	10
7	AFT06213	Research Project	C	6
Total Credits				60

3.2.4. Basic Technician Certificate in Local Government Administration and Management (BTCLGAM)

3.2.4.1. Summary of Modules – NTA Level 4

Semester I Modules

No.	Module code	Module title	Class	Credits
1	LGT04101	Entrepreneurship	F	10
2	LGT04103	Leadership	C	7
3	LGT04104	Information and Communications Technology	F	10
4	LGT04106	Office Management Practices	C	10
5	LGT04107	Local Government Laws and Human Rights	C	7
6	LGT04108	Management	C	8
7	LGT04112	Local Government Administration and Management	C	8
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	LGT04202	Microeconomics	C	7
2	LGT04205	Project Management	F	8
3	LGT04209	Resource and Conflict Management	F	7
4	LGT04210	Accounts	F	5
5	LGT04211	Community Capacity Development	C	9
6	LGT04213	Industrial Practical Placement (Apprenticeship)		24
Total Credits				60

3.2.5. Technician Certificate in Local Government Administration and Management (TCLGAM)

3.2.5.1. Summary of Modules – NTA Level 5

Semester I Modules

No.	Module code	Module title	Class	Credits
1	LGT05101	Information Systems Management	C	11
2	LGT05103	Gender Relations	F	08
3	LGT05104	Sociology	F	11
4	LGT05105	Participatory Planning	C	08
5	LGT05106	Local Governance	C	11
6	LGT05108	Development Studies	F	06
7	LGT05112	Social Welfare	C	12
Total Credits				67

Semester II Modules

No.	Module code	Module title	Class	Credits
1	LGT05202	Public Communication	C	06
2	LGT05207	Community Psychology	C	12
3	LGT05209	Disaster and Risks Management	C	07
4	LGT05210	Development Economics	F	09
5	LGT05211	Social Work	C	07
6	LGT05213	Apprenticeship	C	12
Total Credits				53

3.2.6. Ordinary Diploma in Local Government Administration and Management (ODLGAM)

3.2.6.1. Summary of Modules – NTA Level 6

Semester I Modules

No.	Module code	Module title	Class	Credits
1	LGT06101	Public Relations	C	06
2	LGT06102	Human Resource Management	F	06
3	LGT06103	Mathematical Applications	F	10
4	LGT06104	Cash flow Accounting	F	07
5	LGT06105	Research Methods	C	11
6	LGT06106	Local Government Laws	C	12
7	LGT06107	Lobbying and Advocacy	C	08
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credits
1	LGT06208	Public Administration	C	07
2	LGT06209	Statistics	F	06
3	LGT06210	Local Government Finance	C	09
4	LGT06211	Policy Development	C	06
5	LGT06212	Strategic Planning	C	08
6	LGT06213	Industrial Practical Placement (Apprenticeship)	C	18
7	LGT06214	Research Report	C	06
Total Credits				60

3.2.7. Basic Technician Certificate in Human Resource Management (BTCHRM)

3.2.7.1. Summary of Modules – NTA Level 4

Semester I Modules

No.	Module code	Module title	Class	Credit
1	HRT04101	Innovative Business Planning	F	12
2	HRT04103	Human Resource Planning	C	6
3	HRT04105	Information and Communications Technology	F	12
4	HRT04107	Human Resource Management	C	10
5	HRT04109	Leadership	C	8
6	HRT04111	Sociology	F	6
7	HRT04113	Community Organizing	C	6
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credit
1	HRT04202	Recruitment and Selection	C	6
2	HRT04204	Entrepreneurial Skills	F	6
3	HRT04206	Management	C	6
4	HRT04208	Conflict Management	C	12
5	HRT04210	Industrial Practical Placement (Apprenticeship)	C	12
6	HRT04212	Local Government Administration	C	6
7	HRT04214	Social Change	F	12
Total Credits				60

3.2.8. Technician Certificate in Human Resource Management (TCHRM)

3.2.8.1. Summary of Modules – NTA Level 5

Semester I Modules

No.	Module code	Module title	Class	Credit
1	HRT05101	Management of Human Resource	C	12
2	HRT05103	Information Systems Management	C	10
3	HRT05110	Financial Management	F	6
4	HRT05107	Mathematical Applications	F	10
5	HRT05112	Resource Mobilization	C	8
6	HRT05111	Office Management	F	6
7	HRT05113	Development Administration	C	8
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credit
1	HRT05202	Performance Management	C	6
2	HRT05204	Contemporary Human Resource Practices	C	6
3	HRT05206	Industrial Practical Placement (Apprenticeship)	C	12
4	HRT05208	Statistical Applications	F	6
5	HRT05214	Lobbying and Advocacy	F	6
6	HRT05209	Public Relations	C	12
7	HRT05205	Change Management	C	12
Total Credits				60

3.2.9. Ordinary Diploma in Human Resource Management (ODHRM)

3.2.9.1. Summary of Modules – NTA Level 6

Semester I Modules

No.	Module code	Module title	Class	Credit
1	HRT06101	Organisational Development	C	6
2	HRT06103	Personnel Development	C	8
3	HRT06105	Research Methods	F	8
4	HRT06107	Ethical Practices in Human Resource Management	C	6
5	HRT06109	Relationship Management	F	6
6	HRT06111	Labour Laws	C	8
7	HRT06113	Occupational Health Management	F	6
8	HRT06115	Contemporary Issues in Human Resource	F	6
9	HRT06116	Disaster Management	C	6
Total Credits				60

Semester II Modules

No.	Code	Module title	Class	Credit
1	HRT06202	Job design	C	6
2	HRT06204	Industrial Practical Placement (Apprenticeship)	C	10
3	HRT06206	Records Management	F	6
4	HRT06208	Gender Relations	F	7
5	HRT06214	Research Project	C	7
6	HRT06210	Compensation and Benefits	C	6
7	HRT06212	Policy Management	C	6
8	HRT06217	Community Psychology	C	6
9	HRT06218	Development Economics	F	6
Total Credits				60

3.2.10. Basic Technician Certificate in Social Work (BTCSW)

3.2.10.1. Summary of Modules – NTA Level 4

Semester I Modules

No.	Module code	Module title	Class	Credit
1	SWT04201	Basics of Social Work	C	14
2	SWT04202	Social Work Values and Ethics	C	6
3	SWT04203	Information Communication Technology in Social Work	F	10
4	SWT04206	Fundamentals of Sociology	C	6
5	SWT04209	Psychology for Social Workers	C	10
6	SWT04110	Social Welfare Services	C	12
Total Credits				58

Semester II Modules

No.	Module code	Module title	Class	Credit
1	SWT04204	Social Work Practice in Health Care	C	13
2	SWT04205	Social Psychology for Social Workers	C	11
3	SWT04207	Human Rights and Gender in Social Work Practice	F	6
4	SWT04208	Fundamentals of Social Empowerment	C	7
5	SWT04211	Basics of Social Work Filed Instructions	C	5
6	SWT04212	Block Filed Work	C	25
Total Credits				67

3.2.11. Technician Certificate in Social Work (TCSW)

3.2.11.1. Summary of Modules – NTA Level 5

Semester I Modules

No.	Module code	Module title	Class	Credit
1	SWT05101	Communication Skills	C	12
2	SWT05102	Guidance and Counselling	C	10
3	SWT05103	Social Welfare Policy and Services	F	6
4	SWT05104	Social Work Practice	F	10
5	SWT05105	Basic Statistics for Social Workers	C	8
6	SWT05106	Social Work Case Management	F	6
Total Credits				60

Semester II Modules

No.	Module code	Module title	Class	Credit
1	SWT05207	Entrepreneurship Skills	C	6
2	SWT05208	Social Advocacy and Empowerment	C	6
3	SWT05209	Social Work and Law	C	12
4	SWT05210	Social Work Field Instruction	F	6
5	SWT05211	Block Field Work Practice	F	6
Total Credits				60

3.2.12. End of Semester Examinations

End of semester examination for each subject shall be administered in the sixteenth week of each semester and shall account for the remaining marks of the overall score as follows.

No.	Programme	Percentage (%)
i.	NTA levels 7 & 8	40
ii.	NTA levels 4 & 5	40
iii.	NTA level 6	40
iv.	Postgraduate	50

3.2.13. Assessment of the Apprenticeship and Research

Special assessment forms shall be made available by the Institute and will be used by both the host organization and the apprenticeship and research supervisor evaluate both

apprentice and research paper. The final score shall be a simple average of the marks awarded by the internal and external examiner.

For NTA Level 7 and 8 students; the apprenticeship programme shall be set to commence on the 14th week of the first semester which shall extend to the end of the second week of the second semester for every semester and shall be assessed as a full module carrying 100%. Research work is programmed to take place in the third year of this programme. The assessment of apprenticeship shall have the following composition:-

NO.	Criteria	Marks
1	Terminal assessment	30 %
2	Mid assessment	20 %
3	Integrated Work plan	05 %
4	Learning plan	05 %
5	Log book	10 %
6	Apprentice placement report	30 %
Total Marks		100%

The assessment of research shall have the following composition: -

NO.	Criteria	Marks
1	Research Proposal Presentation	05%
2	Research Proposal Report	10%
3	Research Report (Individual Paper) Presentation	30%
4	Research Report (Individual Paper)	40%
5	Research Report (Group Work)	15%
Total Marks		100%

For the NTA Level 6 Students; the apprenticeship programme shall be set to commence on the 14th week of the first semester which shall extend to the end of the second week of the

second semester. Research work is programmed to take place in the second semester of this programme. The assessment of apprenticeship shall have the following composition:

NO.	Criteria	Marks
1	Terminal assessment	30 %
2	Mid assessment	20 %
3	Integrated Work plan	05 %
4	Learning plan	05 %
5	Log book	10 %
6	Apprentice placement report	30 %
Total Marks		100%

The assessment of research shall have the following composition: -

NO.	Criteria	Marks
1	Research Proposal Presentation	05%
2	Research Proposal Report	10%
3	Research Report (Individual Paper) Presentation	30%
4	Research Report (Individual Paper)	40%
5	Research Report (Group Work)	15%
Total Marks		100%

For the NTA Level 4 and 5; the apprenticeship programme shall be set to commence on the 14th week of the first semester which shall extend to the end of the second week of the second semester. The assessment of apprenticeship shall have the following composition:

NO.	Criteria	Marks
1	Terminal assessment	30 %
2	Mid assessment	20 %
3	Integrated Work plan	5 %
4	Learning plan	5 %
5	Log book	10 %
6	Apprentice placement report	30 %
Total Marks		100%

3.3. Classification of Awards

The assessment scheme and awards classification conforms to the NACTVET Standards. The Grades shall be derived from numerical scores obtained from coursework and examination as follows:-

3.3.1. Letter Grades for and Classification the Performance in the Course shall be as follows

i. National Technical Award (NTA) levels 7 and 8

Grade	A	B+	B	C	D	F
Scores (%)	70 - 100	60 – 69	50 - 59	40 - 49	35 - 39	0 – 34
Definition	Excellent	Very Good	Good	Satisfactory	Poor	Failure
Points	5	4	3	2	1	0

ii. National Technical Award (NTA) levels 4

Grade	A	B	C	D	F	I	Q
Scores (%)	80 - 100	65 – 79	50 - 64	40 – 49	0 – 39	-	-
Definition	Excellent	Good	Average	Below Average	Failure	Incomplete	Disqualified
Points	4	3	2	1	0		

iii. National Technical Award (NTA) levels 5

Grade	A	B	C	D	F	I	Q
Scores (%)	80 - 100	65 – 79	50 - 64	40 – 49	0 – 39	-	-
Definition	Excellent	Good	Average	Below Average	Failure	Incomplete	Disqualified
Points	4	3	2	1	0		

iv. National Technical Award (NTA) levels 6

Grade	A	B+	B	C	D	F	I	Q
Scores (%)	75 - 100	65 – 74	55 - 64	45 - 54	39 - 44	0 – 38	-	-
Definition	Excellent	Very Good	Good	Average	Below Average	Failure	Incomplete	Disqualified
Points	5	4	3	2	1	0		

v. National Technical Award (NTA) level 9

Grade	A	B+	B	C	D
Scores (%)	70 - 100	65 – 69	60 – 64	50 - 59	00 - 49
Definition	Excellent	Very Good	Good	Satisfactory	Failure

3.3.2. Computation of GPA

In each course GPA shall be calculated by Multiplying the Points associated with the final grade of a given course by number of credits assigned in that course.

A candidate's overall performance is then found by dividing the total number of credits into the Weighted Total Number of Credit Points of all courses taken in a semester. Formula for computing GPA shall be

$$\text{GPA} = \frac{\text{Weighted Credit Point Total for all courses taken}}{\text{Total Number of Course Credits taken}}$$

- i. A cumulative grade point average (GPA) for each candidate shall be computed by dividing the total number of grade points earned for all modules by the total number of credits for the award examined.

$$\text{i.e., } \text{CumulativeGPA} = \frac{\text{Sum of } (P \times N)}{\text{Sum of } N}$$

Where P represents a grade point assigned to a letter grade scored by the candidates in a module and N represents the number of credits associated with the module.

- ii. The Grade Point Average (GPA) shall be computed and truncated to single decimal point.

3.3.3. Classification of Awards

Classification of Awards shall be based on Grade Point Average (GPA) formula for computing GPA.

3.3.3.1. NTA Level 6, 7 and 8 the resultant classification will be as follows: -

NO.	Average Weighted Scores Classification	
1	4.4 – 5.0	1st Class
2	3.5 – 4.3	Upper Second Class
3	2.7 – 3.4	Lower Second Class
4	2.0 – 2.6	Pass
5	Below 2	Fail

3.3.3.2. NTA Level 5 the resultant classification will be as follows: -

NO.	Average Weighted Scores Classification	
1	3.5 – 4.0	1st Class
2	3.0 – 3.4	Second Class
4	2.0 – 2.9	Pass
5	Below 2	Fail

3.3.3.3. NTA Level 4 the resultant classification will be as follows: -

NO.	Average Weighted Scores Classification	
1	3.5 – 4.0	1st Class
2	3.0 – 3.4	Second Class
4	2.0 – 2.9	Pass
5	Below 2	Fail

Final classification shall be as follows;

NO.	Class Grade GPA Range		
1	A	4.5 – 5.0	1st Class
2	B+	3.5 – 4.4	Upper Second Class
3	B	2.6 – 3.4	Lower Second Class
4	C	2.0 – 2.5	Pass
5	F	Below 2	Fail

GPA = Weighted Credit Point Total for all courses taken/ Total Number of Course Credits taken

3.4. Examination Policy and Regulations

Information on all matters regarding examinations is provided on the examination regulation document, all students shall generally be bound by the Institute examination regulation. The objective of which is:

- i. To provide guidance on the examination conduct and examination governing rules.
- ii. Provide information and guidance on the assessment scheme for the academic performance of students.

3.5. Loss of Certificate

The Institute may issue another copy of the certificate in case of loss of the original one on the following conditions:

- i. The applicant produces a sworn affidavit declaring loss of the certificates or (the destructed certificate If any)
- ii. Production of the evidence that the loss has been reported to the police and Police loss report form is available.
- iii. Production of the evidence that the applicant has declared the loss in local newspapers and a copy of the advertisement be produced to the Institute
- iv. The applicant will have to wait for not less than six months after the declaration of the loss in newspapers
- v. In case of partial destruction of the original certificate or a copy, a duplicate Certificate may be issued in not more than six months.
- vi. A fee of TZS 50,000/= shall be charged for preparing a new copy of academic certificates.
- vii. The replacement certificate shall not be issued until the Institute is satisfied and convinced with the produced evidences.

The certificate so issued whether lost or destructed, shall be marked TRUE COPY across it

CHAPTER FOUR

4.0. Fee Structure 2023/2024

ITEMS	Tuition fee	Registration	Identity Card	NACTE Quality Assurance	Internet Facilities	Examination Fee	Students Organization Fee	Apprenticeship/Field Practice	Depreciation	Library services	Transcript	Graduation	Total
CERTIFICATE (NTA 4)	600,000.00	10,000.00	10,000.00	15,000.00	10,000.00	50,000.00	20,000.00	30,000.00	15,000.00	10,000.00	20,000.00	40,000.00	830,000.00
DIPLOMA NTA 5 & 6	730,000.00	10,000.00	10,000.00	15,000.00	15,000.00	50,000.00	20,000.00	30,000.00	15,000.00	10,000.00	20,000.00	40,000.00	965,000.00
ALL BACHEOR PROGRAMS	<i>1st YEAR</i>	950,000.00	20,000.00	10,000.00	20,000.00	50,000.00	20,000.00	100,000.00	50,000.00	10,000.00			1,250,000.00
	<i>2nd YEAR</i>	950,000.00	20,000.00	10,000.00	20,000.00	50,000.00	20,000.00	100,000.00	-	10,000.00			1,200,000.00
	<i>3rd YEAR</i>	950,000.00	20,000.00	10,000.00	20,000.00	50,000.00	20,000.00	100,000.00	-	10,000.00	20,000.00	40,000.00	1,260,000.00
POSTGRADUATE DIPLOMA STUDIES	1,200,000.00	30,000.00	10,000.00	0	20,000.00	60,000.00	10,000.00	0	20,000.00	10,000.00	20,000.00	40,000.00	1,420,000.00
MASTER DEGREE	3,500,000	30,000.00	10,000.00		20,000.00	50,000.00	20,000.00	200,000.00	20,000.00	10,000.00	20,000.00	50,000.00	3,930,000.00
MASTER'S DEGREE (BLENDED)	4,250,000.00	30,000.00	10,000.00	-		20,000.00	50,000.00	200,000.00			20,000.00	50,000.00	4,630,000.00

INSTALLMENTS PLAN						
Payment Installment	1st Instalment (Reporting Day of 1st sem.)	2nd Instalment (8th week of 1st sem.)	3rd Instalment (Reporting Day of 2nd sem.)	4th Instalment (8th week of 2nd sem.)	On Campus Hostels Accommodation	Health **Insurance*
CERTIFICATE (NTA 4)	380,000.00	150,000.00	150,000.00	150,000.00	330,000.00	50,400.00
DIPLOMA NTA 5 & 6	417,500.00	182,500.00	182,500.00	182,500.00	330,000.00	50,400.00
ALL BACHELOR PROGRAMS	<i>FIRST YEAR</i>	537,500.00	237,500.00	237,500.00	330,000.00	50,400.00
	<i>SECOND YEAR</i>	487,500.00	237,500.00	237,500.00	330,000.00	50,400.00
	<i>THIRD YEAR</i>	547,500.00	237,500.00	237,500.00	330,000.00	50,400.00
POSTGRADUATE DIPLOMA STUDIES	520,000.00	300,000.00	300,000.00	300,000.00	450,000.00	50,400.00
MASTER'S DEGREE (BLENDED)	708,500.00	708,500.00	708,500.00	707,833.00		
MASTER'S DEGREE (BLENDED) 2nd	833,167.00	583,500.00				
MASTER DEGREE (1st Yr.)	583,500.00	583,500.00	583,500.00	583,500.000	450,000.00	50,400.00
MASTER DEGREE (2nd Yr.)	874,500.00	291,500.00	-	-	450,000.00	50,400.00

NB: Health **Insurance**** Compulsory for those who do not Have Health Insurance**

1. All direct Institute cost can be paid in Semester or Annual basis, the described Installments above are just minimum amount to be paid
2. All Institute payables must be made by using **Control Number** provided by the Institute's Accountant or created following given procedures on the Institute's website.

4.1. Students' Welfare

4.1.1. Library Services

At TICD, we take pride in our well-equipped library, carefully curated to support every course offered at the institute and to facilitate internet-based research. Our library can comfortably accommodate up to 200 readers at a time. Explore our collection of books, journals, and online resources to fuel your academic journey.

4.1.2. Library Opening Hours

We understand that learning doesn't always adhere to a 9-to-5 schedule. That's why our library opens its doors for you when you need it most:

- Monday – Friday: 8.00 am to 10.00 pm
- Saturday, Sunday and Public Holidays: Library is open from 8.00 am to 12.30 pm

4.1.3. Students' Organization

At TICD, we encourage students to be actively engaged in shaping their educational experience. Our vibrant Students' Organization, known as the Tengeru Institute of Community Development – Students Organization (TICD-SO), plays a central role in fostering social connections and organizing recreational activities. Students' welfare, managed by TICD-SO, is democratically represented, ensuring your voice is heard.

4.1.4. Students' Accommodation

Our institute offers high-quality accommodation options for students who choose to reside on campus. With nine hostels, we can accommodate up to 1300 students, ensuring a safe and comfortable environment for your stay.

4.1.5. Health Services

Your well-being is our priority. TICD boasts a fully-equipped dispensary to attend to the health needs of our students, staff, and the surrounding community. For more serious cases, we have arrangements with nearby Arumeru District Hospital and Mount Meru Hospital, both easily accessible from the institute.

4.1.6. Catering

Delight your taste buds in our cafeteria, operated by private service providers. Enjoy a variety of meals prepared in our kitchen and serve your dishes in our cafeteria, designed to accommodate up to 100 students simultaneously. Most of our students relish their meals right here at the institute.

4.1.7. Sports and Games

Embrace a balanced lifestyle by actively participating in sports and games. TICD provides outdoor and indoor sports facilities to encourage physical activity. For certain sports, we have access to the nearby LITA Tengeru sports ground, just 0.5 kilometres away.

4.1.8. Students Guidance and Counselling

At TICD, we understand that your well-being goes beyond academics. Our Dean's office offers guidance and counselling services to help you navigate the challenges of student life. Additionally,

students have the opportunity to participate in institute meetings, actively engaging in decision-making processes that affect their academic and social experiences.

4.1.9. Religious Activities

We respect and celebrate the diversity of our student body. TICD allows students to practice their faith freely. Our Students' Organization oversees these activities through its social and welfare ministry. We also welcome various religious leaders who visit the institute to provide spiritual services.

4.1.10. ICT and Internet Services

Stay at the forefront of technology with our modern ICT facilities. We have two computer labs equipped with state-of-the-art resources. Lab 1 is dedicated to computer classes and lectures, while Lab 2 is available for practical exercises. In addition, the institute offers wireless internet access to keep you connected and informed.

4.1.11. Stationery Services

For your convenience, we have partnered with private dealers who provide a range of services, including photocopying, typing, spiral binding, and lamination, all available at affordable prices right on our campus. Your academic needs are met efficiently and affordably.

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TEGERU INSTITUTE OF COMMUNITY DEVELOPMENT

TICD ALMANAC FOR 2024/2025

DATE	EVENT
19-Aug-24	Beginning of Second Semester for NTA Level 9-blended Programmes.
16-Sep-24	Test I of 2 nd Semester for NTA level 9-Blended Programmes
17-Sep-24	Supp/Special exams for Sem I NTA Level 4-6 March Intake-2023/24, Sem II NTA level 4-9 Sep Intake 2023/24 & Sem I NTA Level 9 (Blended)-2023/24 starts.
20-Sep-24	Institute Management Meeting.
25-Sep-24	End of Supp/Special exams for Sem I NTA Level 4-6 March Intake-2023/24, Sem II NTA level 4-9 Sep Intake & Sem I NTA Level 9 (Blended)-2023/24
26-Sep-24	Internal Marking of Supp/Special exams for Sem I NTA Level 4-6 March Intake-2023/24, Sem II NTA level 4-9 Sep Intake Sem I NTA Level 9 (Blended)-2024/25 starts.
28-Sep-24	Staff Training Committee Meeting.
29-Sep-24	Submission of Selected Applicants for academic year 2024/25 to NACTVET system Starts
04-Oct-24	Beginning of Semester II for NTA 6 March intake 2024/25.
06-Oct-24	Research proposal writing for NTA level 9-First year ends
06-Oct-24	Internal Marking of Supp/Special exams for Sem I NTA Level 4-6 March Intake-2023/24, Sem II NTA level 4-9 Sep Intake 2023/24 & Sem I NTA Level 9 (Blended)-2023/24 ends.
07-Oct-24	Customer care week starts
07-Oct-24	Institute Examination Disciplinary Committee
07-Oct-24	Research Proposal writing for NTA level 6 March Intake starts
07-Oct-24	Submission of Selected Applicants for academic year 2025/26 to NACTVET system ends
07-Oct-24	External Marking of Supp/Special exams for Sem I NTA Level 4-6 March Intake-2023/24, Sem II NTA level 4-9 Sep Intake 2023/24 & Sem I NTA Level 9 (Blended)-2023/24.
09-Oct-24	Departmental Examination Committee Meeting
09-Oct-24	Field Practical work supervision for NTA level 4 & 5 for March Intake

09-Oct-24	Management Meeting
10-Oct-24	Institute Examination Committee Meeting.
14-Oct-24	Customer care week ends.
15-Oct-24	Test II Of 2 nd Semester NTA Level 9 (Blended Programmes)-2023/24
17-Oct-24	End of field practical work NTA level 4 & 5 for March Intake
22-Oct-24	Submission of hard - bound dissertation for graduation (NTA level 9-Second Year)
	Submission of one publishable paper (NTA level 9-Second Year)
23-Oct-24	Beginning of 2nd Semester NTA Level 4-5 March intake-2023/2024.
	Beginning of 1st Semester NTA Level 4-8 Sept intake., Postgraduate, Masters fulltime and blended 2024/25.
23-Oct-24	Registration of new students in NACTVET Institutional Panel for Studies for Academic year 2024/25 Starts.
28-Oct-24	Presentation of research proposal NTA level 9(Blended Programmes)-2023/24 Starts.
28-Oct-24	Research Proposal writing for NTA Level 8 Starts.
31-Oct-24	Institute Academic Committee for Annual results all NTA levels
04-Nov-24	Data collection for NTA level 9 – 2nd Year starts
11-Nov-24	Presentation of research proposal NTA level 9- 1st Year ends.
11-Nov-24	Test I for Second semester NTA level 6 March Intake
12-Nov-24	Institute Management Meeting
12 -14 Nov-24	Training to academic staffs on the subscribed database by Institute
18-Nov-24	Innovation training and awareness to Foster Creativity and Critical thinking.
19 - 21 Nov-24	Training to undergraduate students on the subscribed database by Institute, academic writing, referencing and plagiarism
20-Nov-24	Board Committees Meetings.
22-Nov-24	Board Meeting.
25-Nov-24	Test I for Second Semester NTA level 4-5 March Intake-2023/24 .

25-Nov-24	Test I for First Semester NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended 2024/25 Starts.
02-Dec-24	Community Development and Innovations week.
05-Dec-24	Presentation of research proposal NTA level 9 (Blended Programmes)-2023/24 ends.
05-Dec-24	Convocation day
06-Dec-24	Graduation Ceremony
07-Dec-24	Data collection for NTA level 9 evening – Second Year starts
10-Dec-24	Management Meeting
12-Dec-24	Pre-Moderation of Second Semester examination for NTA Level 9 (Blended Programmes)-2024/25
16-Dec-24	Semester II Examinations NTA Level 9 (Blended Programmes)-2023/24 starts.
17-Dec-24	Internal Marking of Semester II exams NTA Level 9 (Blended Programmes)-2023/24 starts.
17 - 19 Dec 2024	Training to Postgraduate students on the referencing and the use of Reference software management
19-Dec-24	Training on Curriculum Delivery, Assessment and Implementation.
20-Dec-24	TICD Newsletter Board Meeting.
20-Dec-24	End of Semester II Examinations NTA Level 9 (Blended Programmes)-2024/25.
20-Dec-24	Institute Examination Disciplinary Committee.
27-Dec-24	Internal Marking of Semester II exams NTA Level 9 (Blended Programmes)-2023/24 ends.
03-Jan-25	Studio Works for NTA level 9-Blended Programmes MPPME starts
	Data collection for NTA Level 9-Blended Programmes MCD starts.
03-Jan-25	External marking Of Semester II Exams for NTA Level 9 (Blended Programmes)-2023/24.
06-Jan-25	Test II for Second Semester NTA level 6 March Intake
07-Jan-25	Departmental Examination Committee Meeting for NTA Level 9 (Blended Programmes)-2023/24.
09-Jan-25	Institute Examination Committee Meeting.
10-Jan-25	Studio Works for NTA level 9 (Blended Programmes)-2023/24 starts ends

10-Jan-25	Appealing Process for NTA Level 9 (Blended Programmes)-2023/24 starts.
13-Jan-25	Test II for Second Semester NTA level 4-5 March Intake
	Test I for First Semester NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended 2024/25 Starts.
13-Jan-25	Data collection for NTA Level 9 (Blended Programmes)-2023/24 ends.
14-Jan-25	Management Meeting.
28-Jan-25	Appealing Process for NTA Level 9 (Blended Programmes)-2023/24 ends.
31-Jan-25	Data collection for NTA Level 9-Blended Programmes MCD (blended Programmes) ends.
03-Feb-25	Supp/Special Exams for Semester II NTA Level 9 (Blended Programmes)-2023/24 Starts
04-Feb-25	Internal marking of Supp/Special Examinations for NTA level 9 (Blended Programmes)-2023/24 Starts.
05-Feb-25	Pre moderation for Second semester Examinations for NTA level 4-6 March Intake-2023/24
	Pre moderation for First Semester exams NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended 2024/25 Starts.
07-Feb-25	End of Semester II Supp/Special Exams for NTA Level 9 (Blended Programmes)-2023/24.
10-Feb-25	Institute Examination Disciplinary Committee.
10-Feb-25	Conduct of Second Semester Examinations for NTA level 4-6 March Intake-2023/24 Starts
	Conduct of First Semester Examinations NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended 2024/25 Starts.
10-Feb-25	Presentations of Research Finding for NTA Level 9 (Blended Programmes)-2023/24 Begins.
11-Feb-25	Management Meeting
13-Feb-25	The Board meeting starts
14-Feb-25	Internal marking of Sem II Supp/Special Examinations for NTA level 9 (Blended Programmes)-2023/24 ends.
17-Feb-25	External Marking of Sem II Supp/Special Examinations for NTA level 9 (Blended Programmes)-2023/24.
19-Feb-25	Departmental Examination Committee Meeting.
20-Feb-25	Conduct of First Semester Examinations NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended Programmes 2024/25 ends.

	Conduct of Second Semester Examinations for NTA level 4-6 March Intake-2023/2024 ends
20-Feb-25	Internal marking of First Semester Examinations NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended Programmes 2024/25 Starts.
	Internal marking of Second Semester Examinations for NTA level 4-6 March Intake-2023/24 Starts.
21-Feb-25	End and closing of semester I for September Intake 2024/2025.
	End and closing of semester II for March Intake 2023/2024
21-Feb-25	Opening of NACTVET Application Window for March Intake 2024/2025
24-Feb-25	Examination Disciplinary Committee Meeting.
24-Feb-25	Apprenticeship and Field work supervision for NTA level 4-5 & 7-8 starts.
3-Mar-25	Internal Marking of Second Semester Examinations for NTA level 4-6 March Intake-2023/24 ends
3-Mar-25	Internal marking of First Semester Examinations NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended Programmes 2024/25 ends.
5-Mar-25	External Marking of Second Semester Examinations for NTA level 4-6 March Intake-2023/24
	External marking of First Semester Examinations NTA level 4-8 September Intake, Postgraduate, NTA Level 9 fulltime and blended Programmes 2024/25.
07-Mar-25	International Women Conference.
08-Mar-25	International Women Day
10-Mar-25	Submission of soft - bound for external examination NTA level 9-Blended Programmes
10-Mar-25	Departmental Examination Committee Meeting
11-Mar-25	Management Meeting
12-Mar-25	Institute Examination Committee Meeting
13-Mar-25	Appealing Process Starts
18 -20 Mar 25	Training to undergraduate students (March intake) on the subscribed database by Institute, academic writing, referencing and plagiarism
18-Mar-25	Submission of Selected Applicants-March intake 2025/26 to NACTVET system ends
20-Mar-25	Workshop on tools for Assessment to all lecturers starts.
20-Mar-25	TICD Newsletter Board Meeting.

23-Mar-25	Workshop on tools for Assessment to all lecturers ends.
25-Mar-25	Beginning of 2nd Semester for NTA 6 Sept
	Institute Opens for Level 4-6 March Intake 1st semester Academic Year 2024/25.
	Institute Opens for Level 9 (Blended Programme) 1st Semester Academic Year 2024/25.
25-26 Mar- 25	Training to Postgraduate students (March in take) on the referencing and the use of Reference software management
26-Mar-25	Appealing Process Ends
31-Mar-25	Orientation for Level 4-6 March Intake Academic Year 2025/2026 starts
	Orientation for Level 9 (Blended Programmes) Academic Year 2024/2025 starts
02-Apr-25	Orientation for Level 4- 6 March Intake Academic Year 2025/2026 ends
04-Apr-25	Academic Staff Meeting
05-Apr-25	Apprenticeship and Field work supervision for NTA level 4-5 & 7-8 ends
09-Apr-25	Pre moderation of Supp/Special exams.
14-Apr-25	Commencement of Semester II Supp/Special exams for NTA Level 4-6 March Intake-2023/2024
	Commencement of Semester I Supp/Special exams for NTA Level 4-8 September Intake-2024/2025
15th April 2025	Management Meeting
17-Apr-25	Beginning of 2nd Semester for NTA 4, 5, 7, 8 Sept intake, Postgraduate, NTA Level 9 Fulltime, Evening & Blended -2024/25.
18-Apr-25	Supp/Special Exams Ends
18-Apr-25	Presentation of research findings to panellists NTA level 9 Fulltime & Evening - Second Year starts
28-Apr-25	Test I of Second semester NTA level 6 Sept intake starts.
	Test I of First semester NTA level 4-6 March intake and NTA level 9 Blended 2024/2025
21-Apr-25	Examination Disciplinary Committee Meeting
21-Apr-25	Research Report writing for NTA level 6 & 8 starts
22-Apr-25	Departmental Examination Committee Meeting for Supp/Special examinations.

23-Apr-25	Presentation of research findings to panellists NTA level 9 Fulltime & Evening - Second Year ends
24-Apr-25	Institute Examination Committee Meeting
25-Apr-25	Appealing Process of Supp/Special results Starts
26-Apr-25	Test I of Second semester NTA level 6 Sept intake ends
	Test I of First semester NTA level 4-6 March intake and NTA level 9 Blended 2024/2025 ends.
30-Apr-25	Data analysis and report writing for NTA level 6 & 8 ends
08-May-25	Institute Academic Committee
12-May-25	Presentation of research findings NTA level 9 Evening Class - Second Year starts
13-May-25	Management Meeting
15-May-25	Opening of Application Window for 2025/2026 First Round.
16-May-25	Presentation of research findings NTA level 9 Evening Class - Second Year ends
20-May-25	Test I of Second semester NTA Level 4,5,7,8, Sept intake, Postgraduate, NTA Level 9 fulltime, evening & Blended 2024/25 starts.
20-May-25	Submission of hard - bound dissertation for graduation (NTA level 9-Blended)
21-May-25	The Board Committee Meeting
26-May-25	The Board Meeting
26-May-25	Test II of 1st semester NTA level 4-6 March intake and NTA level 9 Blended 2024/25 starts
	Test II of 2nd semester NTA level 6 Sept intake starts.
28-May-25	Test I of Second semester NTA Level 4,5,7,8, Sept intake, Postgraduate, NTA Level 9 fulltime, evening & Blended 2024/25 ends.
06-Jun-25	Graduation Ceremony.
07-Jun-25	Presentation of research findings NTA level 8 starts
10-Jun-25	Management Meeting
11-Jun-25	Pre-Moderation of Semester II Examinations for NTA Level 6 Sept intake, Semester I NTA Level 4-6 March Intake and NTA level 9 Blended 2024/2025
16-Jun-25	Semester II Examinations for NTA Level 6 Sept intake, Semester I NTA Level 4-6 March Intake and NTA level 9 Blended 2024/2025 starts

17-Jun-25	Submission of Continuous Assessment NTA Level 9 and 6 Sept intake to HoD's
	Public Service Week starts
17-Jun-25	Internal Marking of Semester II exams NTA Level 6 Sept. Intake, Semester I NTA Level 4-6 March Intake and NTA level 9 Blended -2024/25 Starts.
20-Jun-25	TICD Newsletter Board Meeting.
22-Jun-25	Public Service Week ends
23-Jun-25	Submission of Continuous Assessment NTA Level 4-6 March intake 2025/26 to HoD's
23-Jun-25	Staff Performance Evaluation week starts
25-Jun-25	End of Semester II Examinations NTA Level 6 Sept intake, Semester I NTA Level 4-6 March Intake and NTA level 9 Blended -2024/25
26-Jun-25	Examination Disciplinary Committee Meeting.
26-Jun-25	Submission of draft research report-NTA level 6 & 8
26-Jun-25	Internal Marking for NTA Level 6 Sept intake & Semester I NTA Level 4-6 March Intake and NTA level 9 Blended -2024/25 ends
27-Jun-25	Presentations of research report-NTA level 6 & 8 starts
27-Jun-25	Allocation of supervisor to NTA Level 9 Fulltime 1st Year
27-Jun-25	Presentations of research report-NTA level 6 & 8 ends
30-Jun-25	External Marking for NTA Level 6 Sept intake, Semester I NTA Level 4-6 March Intake and NTA level 9 Blended -2024/25
02-Jul-25	Departmental Examination Committee semester II examinations NTA Level 6 Sept intake, Semester I NTA Level 4-6 March Intake and NTA level 9 Blended -2024/25
02-Jul-25	Staff Performance Evaluation week ends
02-Jul-25	Test II of 2nd semester NTA 4, 5,7 & 8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended starts
03-Jul-25	Research proposal writing for NTA level 6 March intake 2023/2024 starts
04-Jul-25	Institute Examination Committee semester II examinations NTA Level 6 Sept intake & Semester I NTA Level 4-6 March Intake -2024/25
05-Jul-25	Appeal Process Starts
09-Jul-25	Test II of 2nd semester NTA 4, 5,7 & 8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended starts
11-Jul-25	Management Meeting

15-Jul-25	Apprenticeship for NTA Level 9-1st Year starts
15-Jul-25	Research proposal writing for NTA level 9-1st year starts
15-Jul-25	Submission of Continuous Assessment NTA 4-5 and 7-8 Sept intake to HoD's
16-Jul-25	Pre-Moderation of semester II examinations for NTA 4-5 and 7-8 Sept intake-2024/25
	Pre-Moderation of semester II examinations for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25
21-Jul-25	Semester II Examinations for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 starts.
	Semester II examinations for NTA 4-5 and 7-8 Sept intake starts
21-Jul-25	Appealing Process ends.
24-Jul-25	Beginning of Second Semester for NTA Level 9-blended Programmes.
29-Jul-25	Research proposal presentation for NTA level 6 March intake 2025/26 ends
30-Jul-25	Research proposal with data collection tools submission for NTA level 6 March intake 2025/26
02-Aug-25	Semester II Examinations for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 ends
	End of semester II examinations for NTA 4-5 and 7-8 Sept intake 2025/26
02-Aug-25	Examination Disciplinary Committee Meeting.
03-Aug-25	Internal Marking for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 starts.
	Internal Marking for 2nd semester examinations for NTA 4-5 and 7-8 Sept intake starts
07-Aug-25	Data collection and processing for NTA level 6 March intake 2025/26 starts
09-Aug-25	Submission of soft - bound dissertation for examination (NTA level 9 Evening Class - Second Year)
11-Aug-25	Institute Opens for 2nd Sem. NTA level 6 and Commencement of Field Practical -NTA level 4-5 March Intake
11-Aug-25	Management Meeting
12-Aug-25	Internal marking for Sem II Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 ends
	Internal Marking for Sem II examinations for NTA 4-5 and 7-8 Sept intake ends

13-Aug-25	Board Committee Meeting.
14-Aug-25	External marking of semester I exams NTA level 4-6 March intake
	External Marking for 2nd semester examinations for NTA 4-5 and 7-8 Sept intake
16-Aug-25	Board Meeting
18-Aug-25	Supp/Special exams for Semester II NTA Level 6 Sept Intake & semester I NTA Level 4-6 March Intake 2024/25 starts.
19-Aug-25	Departmental Examination Committee of Sem II for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 ends
	Departmental Meetings for 2nd semester examinations for NTA 4-5 and 7-8 Sept intake starts
22-Aug-25	Institute Examination Committee Semester II Examinations Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 ends
	Institute Examination Committee for 2nd semester examinations for NTA 4-5 and 7-8 Sept intake
22-Aug-25	Supp/Special exams for Semester II NTA Level 6 Sept Intake & semester I NTA Level 4-6 March Intake 2024/25 starts.
25-Aug-25	Examination Disciplinary Committee Meeting.
25-Aug-25	Test I of 2 nd Semester for NTA level 9-Blended Programmes
25-Aug-25	Appealing Process Starts.
29-Aug-25	Internal Marking of Supp/Special exams for Semester II NTA Level 6 Sept Intake & semester I NTA Level 4-6 March Intake 2024/25 starts
01-Sep-25	External Marking of Supp/Special exams for Semester II NTA Level 6 Sept Intake & semester I NTA Level 4-6 March Intake -2024/25
03-Sep-25	Departmental Examination Committee of Supp/Special exams for semester NTA Level 6 Sept. Intake & semester I NTA Level 4-6 March Intake 2024/25
05-Sep-25	Institute Examination Committee for 2nd semester Supp/Special exams NTA level 6 Sept Intake & semester I NTA Level 4-6 March Intake 2024/25
08-Sep-25	Appealing Process of semester II Supp/Special exams-NTA level 6 Sept Intake & semester I NTA Level 4-6 March Intake 2024/25 Starts.
12-Sep-25	Management Meeting
12-Sep-25	Appealing Process of ends.
15-Sep-25	Apprenticeship for NTA Level 9-1st Year ends
17-Sep-25	Pre-Moderation of Sem II exams Supp/Special for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25

	Pre-Moderation of semester II Supp/Special exams for NTA 4-5 and 7-8 Sept intake Supp/Special
22-Sep-25	Supp/Special for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 starts.
	Special/Supp. Exams for 2nd semester-NTA 4-5 and 7-8 Sept intake starts.
23-Sep-25	Internal marking Special/Supp for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25
	Internal marking Special/Supp. Exams for 2nd semester-NTA 4-5 and 7-8 Sept intake starts
26-Sep-25	Appealing Process of semester II Supp/Special exams-NTA level 6 Sept Intake & semester I NTA Level 4-6 March Intake 2024/25 Starts.
29-Sep-25	Test II of 2 nd Semester for NTA level 9-Blended Programmes
30-Sep-25	Special/Supp. Exams for Sem II Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25 ends
	Special/Supp. Exams for Sem II NTA 4-5 and 7-8 Sept intake ends
30-Sep-25	Examination Disciplinary Committee Meeting.
03-Oct-25	Customer care week starts
06-Oct-25	Research proposal writing for NTA level 9-1st year ends
07-Oct-25	External marking of Spec/Supp. Sem II exams for Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25
	External marking of Spec/Supp. Exams for NTA level 4-8 Sept. intake
09-Oct-25	Field Practical work supervision for NTA level 4 & 5 for March Intake
10-Oct-25	Data collection and processing for NTA level 6 March intake 2024/24 ends
10-Oct-25	End of field practical work NTA level 4 & 5 for March Intake
13-Oct-25	Submission of hard - bound dissertation for graduation (NTA level 9 evening class - Second Year)
	Submission of one publishable paper (NTA level 9 evening class - Second Year)
13-Oct-25	Management Meeting
14-Oct-25	Submission of research proposal to HoD research NTA level 9 – 1st Year
	Departmental Examination Committee of Supp/Special Sem II Postgraduate, NTA Level 9 Fulltime, evening, and Blended-2024/25

14-Oct-25	Departmental Examination Committee for Supp/Special 2nd semester-NTA 4-5 and 7-8 Sept Intake
15-Oct-25	Pre-moderation of end of Sem II exams for NTA Level 9 Blended-2024/25
18-Oct-25	Institute Examination Committee
20-Oct-25	Sem II exams for NTA Level 9 Blended-2024/25 starts
21-Oct-25	Presentation of research proposal NTA level 9- 1st Year starts
22-Oct-25	Submission of hard - bound dissertation for graduation (NTA level 9-Second Year)
22-Oct-25	Submission of one publishable paper (NTA level 9-Second Year)
23-Oct-25	Beginning of 1st Semester NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
	Beginning of 2nd Semester for NTA 4-6 March intake 2024/25
24-Oct-25	End of Sem II exams for NTA Level 9 Blended-2024/25
25-Oct-25	Internal marking of Sem II exams for NTA Level 9 Blended-2024/25 starts
27-Oct-25	Presentation of research proposal NTA level 9- 1st Year ends
27-Oct-25	Examination Disciplinary Committee Meeting.
31-Oct-25	Internal marking of Sem II exams for NTA Level 9 Blended-2024/25 ends
31-Oct-25	Institute Academic Committee for Annual results all NTA levels
03-Nov-25	External marking of Sem II exams for NTA Level 9 Blended-2024/25
04-Nov-25	Data collection for NTA level 9 – 2nd Year starts
05-Nov-25	Departmental Examination Committee meeting
07-Nov-25	Institute Examination Committee meeting
07-Nov-25	Appeal Process for NTA Level 9 blended programmes starts
10-Nov-25	Innovation Training and awareness to Foster Creativity and Critical thinking.
12-Nov-25	Board Committee Meeting starts
13-Nov-25	Board Committee Meeting ends
15-Nov-25	Board Meeting

17-Nov-25	Test I for Second semester NTA level 4-6 March Intake
20-Nov-25	Appeal Process for NTA Level 9 blended programmes ends
24-Nov-25	Test I for First semester NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
25-Nov-25	16 days of Activism starts.
01-Dec-25	Community Development and Innovations week
05-Dec-25	Convocation day
05-Dec-25	Graduation Ceremony
08-Dec-25	Data collection for NTA level 9 evening – 2nd Year starts
10-Dec-25	Studio Works for NTA level 9-Blended Programmes MPPME starts
	Data collection for NTA Level 9-Blended Programmes MCD starts.
14-Dec-25	Management Meeting
22-Dec-25	Test II for Second semester NTA level 4-6 March Intake-2024/25.
29-Dec-26	Test II for First semester NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
07-Jan-26	Career affairs Training.
07-Jan-26	Pre moderation for Second semester Examinations for NTA level 4-6 March Intake-2024/25
	Pre moderation for First Semester Examinations NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
12-Jan-26	Conduct of Second Semester Examinations for NTA level 4-6 March Intake
	Conduct of First Semester Examinations NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
13-Jan-26	Internal Marking examination 2nd Sem. for NTA Level 4, 5 & 6 March Intake Starts
	Internal Marking for First Sem. examination NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
23-Jan-26	End of semester II and Institute Closing for March Intake
	End of semester I and Institute Closing for September Intake
26-Jan-26	Examination Disciplinary Committee Meeting.

06-Feb-26	Internal Marking examination 2 nd Sem. for NTA Level 4, 5 & 6 March Intake Ends
	Internal Marking for First Sem. examination NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26 ends
09-Feb-26	External Marking
12-Feb-26	Departmental Examination Committee meeting.
18-Feb-26	Institute Examination Committee meeting.
20-Feb-26	Appealing Processes starts.
04-Mar-26	Pre-Moderation of Supp/Special for NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
	Pre-Moderation for NTA Level 4-6 Supp/Special March Intake
06-Mar-26	Appealing Processes ends.
08-Mar-26	International Women Day.
09-Mar-26	Special/Supplementary Examinations for NTA level 4, 5 & 6 March Intake Starts
	Special/Supplementary Examinations for NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26
07-Mar-26	International Women Conference.
08-Mar-26	International Women Day
10-Mar-26	Internal Marking for March Intake NTA level 4-6 examination Supp/Special starts
	Internal Marking of Supp/Special for NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26 starts
20-Mar-26	Internal Marking for March Intake NTA level 4-6 examination Supp/Special ends
	Internal Marking of Supp/Special for NTA Level 4-8 Sept intake, Postgraduate, NTA Level 9 Fulltime, evening and Blended-2025/26 ends
23-Mar-26	External Marking of Supp/Special exams
15-Mar-26	Departmental Examination Committee Meeting of Supp/Special exams
27-Mar-26	Institute Examination Committee Meeting Supp/Special exams

P. O. Box 1006, Arusha, Tanzania

Tel: +25576215847

E-mail: info@tcd.ac.tz

Website: <http://www.tcd.ac.tz>