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SENIOR OFFICERS OF THE UNIVERSITY

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1 GENERAL INFORMATION

1.1 Introduction

Establishment

Mzumbe University was established by the Mzumbe University Charter 2007 (established) Made under section 25 of the Universities Act. No. 7 of 2005 which repealed the Mzumbe University Act No. 21 of 2001. Mzumbe University is a public University and operates under the Ministry of Education and Vocational Training. The University has over 50 years of experience in training management, administration of justice and good governance. Mzumbe started in 1953 as a local government school, training chiefs, native authority staff and councilors. After independence, the scope of its activities was expanded to include training of government officials, rural development officers and local court magistrates. In 1971 it was transformed into the Institute of Development Management (IDM) and later in 2006 into a fully-fledged University.

Location

The University main campus is located 25 Kms South-West of Morogoro Municipal centre, about 3.5 Kms off the Dar es Salaam – Zambia Highway. It is about 220 Kms away from Dar es Salaam, and within an hour's drive to the Mikumi National Park. The University, which is situated at the foothills of the Uluguru Mountain ranges on the Eastern arc of Udzungwa range, shares a common border with Mzumbe Secondary School on the East. The University has campus colleges in Dar es Salaam and Mbeya. The Dar es Salaam Campus College is located in Upanga area, Olympio Street. The Mbeya Campus College is located in the Mbeya city, Forest Area. at a walking distance from the Dar es Salaam – Zambia Highway.

Mission

The Mission of the University is to provide opportunities for acquisition, development, preservation and dissemination of knowledge and skills through training, research, technical and/or professional services.

Vision

Mzumbe University is recognized as a leading institution in Africa for demand driven knowledge generation, application, preservation and dissemination for social-economic development by 2025.

Accreditation

The University is a fully accredited institution by the Tanzania Commission for Universities. It has also been chartered since 2007 in accordance with the Universities Act, No. 7 of 2005.

Membership

The University is a full member of the following institutions:

- Inter University Council for East Africa (IUCEA)
- Association of Commonwealth Universities (ACU),
- Association of African Universities (AAU),
- African Institute for Capacity Development (AICAD),
- African Association of Public Administration and Mgt (CAPAM),
- Southern African Regional Universities Association (SARUA),
• Association of Management Training Institutions in Eastern and Southern Africa (AMTIESA), and
• It is also an affiliate member of the Tanzania Academy of Sciences (TAAS).
• Africa –Asian Universities dialogue ( A-A dialogue)

Academic Organs
The University consists of the following academic organs:

(i) Two Campus Colleges
(ii) Two Schools
(iii) Three Faculties,
(iv) One Institute,
(v) Four Academic Directorates,

Administrative Directorates
The university consists of the following administrative directorates

(i) The Directorate of Planning
The directorate handles all matters related to policy planning, resource mobilization and institutional statistics

(ii) The Directorate of Human Resource and General Administration
The directorate handles all matters related to personnel and staff welfare, general administration and manpower planning and training.

(iii) The Directorate of Finance
The directorate has responsibility of undertaking all matters related to revenue collection, expenditure and preparation of financial and management reports.

(iv) The Directorate of Students Welfare
The directorate has responsibility of handling all matters related to students’ welfare, counseling and career guidance and sports and games.

(v) The Directorate of Buildings and Estates
The core function of the directorate is to coordinate all matters related to estates and maintenance of infrastructure and assets of the University.

(vi) The Directorate of Health and Clinical Services
The directorate has responsibility of undertaking all matters related to public health and clinical services.

Quality Assurance
The university has a Directorate of Quality Assurance which is currently responsible for coordinating quality assurance matters at the University level. MzumbeUniversity is a dynamic community of students, scholars and staff committed to performing at quality standards. The university’s aim is to provide a stimulating and innovative environment for teaching, learning, research and research training as well as community outreach. Its approach to quality assurance and continuous improvement is to learn from best practices worldwide and benchmark on quality to achieve academic excellence.
Development Partners
Mzumbe University has a long and strong relationship with development partners, who have assisted in the institution's development. These development partners include: Royal Norwegian Government, DANIDA, VLIR-UOS, DFID, NUFFIC, SIDA, JICA, UN agencies, and the World Bank.

Institutional Collaboration
The University collaborates with more than 20 academic institutions, within the Country, Africa America, Asia, Austrasia and Europe.

Lumumba Complex
Mzumbe University owns a state of the art hotel, Lumumba complex, which is ideal for accommodation to executives attending short courses, workshops, or conferences and leisure. Lumumba complex offers the following services;
(i) Accommodation with 31 self-contained, air conditioned rooms, water heaters, well furnished with TV sets and direct line telephone facilities.
(ii) Modern conference rooms which can accommodate at least 40 people at a time.
(iii) Two large convertible lecture rooms with a capacity of 80 people at a time.
(iv) Four Seminar/syndicate classrooms.

1.2 Students Services

1.2.1 Medical Services
The University has a Health centre facility which provides clinical and health services. The health center has full-time University Medical Officers and full-time Nursing staff who attend the students, and the university staff as well as neighbouring community. The University Health Centre provides for referral of cases to Morogoro Regional Hospital, Muhimbili National Hospital and Kilimanjaro Christian Medical Centre (KCMC) where facilities for serious medical and surgical attention exist.

Staff and student medical services including hospitalization, are provided upon receipt of medical cards. University students and staff are required to join National Health Insurance Fund (NHIF) which guarantees the medical treatment at the University Health Centre. Upon admission, all students are required to pay medical capitation fees and receive medical services based on these fees.

All new students are required to furnish the University with a satisfactory medical report, including a chest X-ray from a recognized medical practitioner or medical officer.

1.2.2 Students Welfare
The Directorate of Student welfare is responsible for students’ administration, personal and social welfare of the students’ life at the University. The Directorate is headed by Director of Student welfare, who is assisted by the associate director and janitors.
The Directorate provides the following facilities: residence, games and sports, religious activities, general counseling and students’ employment and oversee the activities of student organizations.

1.2.3 Residence
Students are either accommodated in the University halls of residence or find their own accommodation outside the campus. Students who are accommodated in hostels are obliged to pay accommodation fees at an authorised rate. All payments for on campus accommodation shall be made in advance. On campus accommodation places are limited therefore students who fail to secure it are advised to arrange on their own with private hostels nearby. The list of private hostels and the contacts is normally attached with the admission letter. It is the University’s policy that students share a room and there is no provision for married students and nursing Mothers. Some rooms are well modified to accommodate Students with Special Needs.

1.2.4 Mzumbe University Student Organisation (MUSO)
Formal student activities are administered by the Mzumbe University Student Organization (MUSO). MUSO is concerned with students’ academic, social and recreational activities. Every MU student is automatically a member of MUSO. Most of the students’ activities are organized by the student organization. The student organization addresses itself on aspects of representing students’ interest on various decision making bodies such as Faculty/Institute/School boards, Senate and University Council. MUSO under leadership of its Chairperson is a formal active voice of students, within and outside the university.

Under MUSO there are affiliated organizations such as religious, Environment protection and foreign students’ organizations.

1.2.5 Games and Sports
The University has facilities for outdoor and indoor games such as football, basketball, netball, tennis, table tennis, tug of war, volleyball and badminton. The University also has sports equipment such as balls for all mentioned games, jerseys, whistles, ball pumps, stop watches, rackets, sports shoes, corner flags, nets of different games to mention few. Currently there are three qualified games tutors who organize and coordinates all games and sports activities for both students and staff in and out of the University. The University is affiliated to local and international sports organizations such as Tanzania Universities Sports Association (TUSA), East Africa Universities Sports Federation (EAUSF), Through TUSA the University is affiliated with Federation of African University Sports (FASU) and Federation of International University Sports (FISU).

The University participate in the National and International sports competitions. Therefore, all students are expected and encouraged to come with sports outfit.

1.2.6 Catering Services
Catering services at the University are commercialized. Students are required to pay cash for their meals. The cafeteria services are outsourced, that is, they are offered by private catering service providers who have been approved by the University. Meals are served on commercial basis where a student has to pay for meals on a fixed charge. Catering services can be offered by the service providers to conference and seminar participants on cash basis upon special arrangements. Students are not allowed to cook in halls of residences and therefore are advised to use the catering services approved by the university.

1.2.7 Religious Activities
Religious facilities and services are available on campus for various Christians and Moslem denominations. Protestants have a Chaplain appointed by the Christian Council of Tanzania (CCT), and Catholics get spiritual services from the Mzumbe Catholic Parish. The Muslim Students Association of Mzumbe University caters for the interests of the Muslim Students’ Community.
1.2.8 Postal and Banking services

There is a Post Office at the Mzumbe University which provides all the normal postal services. The Post Office serves all residents of Mzumbe University, Mzumbe Secondary School and the surrounding villages of Changarawe, Mikongeni, Kipera, Kinyenze, Konga, Mapate, Sanga Sanga, Kauzeni, Kinyomvi and Mlali.

With regard to banking services, there are three banks which offer services at Mzumbe. CRDB has a branch at the Mzumbe University which provides all normal banking services. The National Bank of Commerce (NBC) and the National Microfinance Bank (NMB) has Automated Teller Machines (ATM) to provide teller services.

1.2.9 The University Bookshop

The University operates a bookshop. Its major function is to sell to the students and general public textbooks, stationery and a wide range of selections of background reading materials. The bookshop is open from 8.00 to 15.00 hours from Mondays to Fridays. It is closed on Saturdays, Sundays and Public Holidays.

Bookshop Regulations

(i) Textbook requirements for any new academic year are often scrutinized by the heads of department before they are submitted to the Bookshop for ordering. Orders from individual lecturers must be endorsed by their heads of departments before acceptance.

(ii) Lecturers are required to recommend the most necessary basic textbooks. Other recommended readings are taken care by the University Library.

(iii) All textbook requirements for new academic year are sent to the Bookshop by March of each year to give the Bookshop enough time to scrutinize and execute the orders. Early execution of orders allows the Bookshop at least 4 - 6 months transit or delivery period before the new Academic year starts.

1.2.10 Mzumbe University Library

The Directorate of Library and Technical Services has three departments:

(i) Department of Reader Services

This department coordinates all reader services within the library and organizes the library stock and coordinates book circulation

(ii) Department of Library and Technical services

This department is responsible for book selection, acquisition and processing of new library materials. Also it deals with evaluation of book stocks and automation of the library catalogue. In addition, the department provides bindery and audio visual aids services which support the teaching function.

(iii) Department of Library Science and Information Management

This department is responsible for provision of reference services to readers, selection, acquisition and processing of periodicals/journals, students and staff research reports and theses, reference books and organizing information in the shelves. Other functions include: overseeing library computers and provision of information search training to library users both manually and electronically.

Library collections

The Mzumbe University Library contains one of the best and up-to-date book collections in the fields of Management, Administration, Accountancy, Business, Economics, Education, Law, ICT, Environment, Statistics and Health Service Management. The collection currently comprises about 41,000 book volumes for all three campuses that cater for all the courses conducted at the University. There are about 900 titles of periodicals including journals which provide current information in related fields. The library can
accommodate about 750 readers at a time and has 19 study carrels for students’ use while carrying out intensive study.

The book stock is classified and arranged according to the Dewey Decimal Classification Scheme 22nd edition and catalogued according to the Anglo American Cataloguing Rules (AACR) 2nd edition Revised in 2002.

Library Rules and Guide
The library produces Library Rules and Guide as may be required within an academic year. The Guide and rules are for distribution to fresh students during the orientation week and they are required to read and abide by them. In addition there is growing collection of CDs that accompany some new books. These CDs are important because they provide summary of information contained in books in various subject areas.

1.2.11 Mzumbe University Academic Staff Association (MUASA)
Academic staffs of Mzumbe University are all members of Mzumbe University Academic Staff Association (MUASA). MUASA is a non-profit registered academic staff association which deals and represents academic members of staff in matters of their academic and social interest including hosting of academic forum and representation in academic committees and the University council.

2 ACADEMIC DEPARTMENTS/ CENTERS/ UNITS

2.1 School of Business
This consists of the following Departments:
(1) Department of Accountancy and Finance (DAF)
(2) Department of Business Administration (DBA)
(3) Department of Procurement and Logistics Management (DPLM)
(4) Entrepreneurship Development Centre (EDC)

2.2 School of Public Administration and Management
This consists of the following three Departments:
(1) Department of Public Service and Human Resource Management
(2) Department of Health Service Management
(3) Department of Local Government Management
(4) Centre for Policy and Leadership

2.3 Faculty of Science and Technology
This consists of the following three Departments:
(1) Department of Quantitative Methods
(2) Department of Production and Operations Management
2.4 Faculty of Law
This consists of the following four Departments:
(1) Department of Criminal and Civil Law
(2) Department of Economic Law
(3) Department of Constitutional and Administrative Law
(4) Department of International Law

2.5 Faculty of Social Sciences
This consists of the following four Departments:
(1) Department of Economics
(2) Department of Languages and Communication Studies
(3) Department of Educational Foundations and Teaching Management
(4) Centre for Population Studies

2.6 Institute of Development Studies
This consists of the following four Departments:
(1) Department of Development Policy
(2) Centre for Environment, Poverty and Sustainable Development
(3) Centre for Gender Development
(4) Centre for Rural Development

2.7 Directorate of Research, Publications and Post Graduate Studies
This consists of the following two Departments:
(1) Department of Research and Publications
(2) Department of Postgraduate Studies

2.8 Directorate of External Linkages and Community Engagement (DELCE)
(1) Coordinating Unit, Short Courses and Consultancy
(2) Coordinating Unit, Marketing and Collaborations
(3) Coordinating Unit, Teaching Skills Enhancement and Outreach Services
(4) Coordinating Unit, Lumumba Complex Operations

2.9 Directorate of Library and Technical Services
This comprises the following three Departments:
(1) Department of Reader Services
(2) Department of Library and Technical Services
(3) Department of Library Science & Information Management

2.10 Directorate of Information and Communication Technology
This consists of the following three Departments:
(1) Department of Maintenance and Technical Services
(2) Department of Software Development and Application
(3) Department of Systems Management.

2.11 Directorate of Undergraduate Studies
This consists of the following three Units:
(1) Field Studies Unit
(2) Admissions Unit
(3) Examinations Unit

3 ADMISSION REQUIREMENTS

3.1 General Provisions

3.1.1 Admission Fees
Applicants must pay an application fee (amount to be determined from time to time).
Fees for prospective candidates applying at the Main Campus are payable to:-
Mzumbe University
CRDB Bank Plc Account no. 01J1012013400
Fees for prospective candidates applying at the Dar es Salaam Campus College are payable to:-
Mzumbe University
CRDB Bank Plc Account no. 01J1043012201
Fees for prospective candidates applying at the Mbeya Campus College are payable to:-
Mzumbe University
CRDB Bank Plc Account no. 01J1065743701
All enquiries about admission for undergraduate studies should be addressed to:-
Admission Office
Mzumbe University,
P.O. Box 1,
Mzumbe, Tanzania.
All enquiries about admission for postgraduate studies should be addressed to:-
The Director
Directorate of Research, Publication and Postgraduate Studies
Mzumbe University,
P.O. Box 63,
3.1.2 Payment of Fees
Students will only be registered upon payment of the prescribed fees in full, whose amount shall be determined by the university from time to time.

3.1.3 Guarantee of Sponsorship
Applications can only be considered for registration once the University receives satisfactory evidence that the candidate will be adequately financed during his or her course at the University. Applicants who are in need of assistance to meet the University fees and expenses should seek bursaries from funding organizations. Currently, the University does not offer any scholarship or financial assistance to any candidate seeking admission.

3.1.4 Mzumbe University Academic Year
The academic year normally starts in October every year, and ends in July, except for first year programmes earmarked for staggered semester.

3.1.5 Registration Deadline
Deadline for registration for new students will be two weeks after the first day of orientation week. All new students are required to submit original certificates, including birth certificates, for the purpose of registration. No student will be registered after the deadline and/or without presentation of original certificates.
Deadline for registration for continuing students will be at the end of the first week of each semester. Students who fail to register within this period will not be admitted into the semester and may be required to postpone or be deregistered if they do not apply for postponement.

3.1.6 Change of Courses
No student will be allowed to change programme after admission.

3.1.7 Consistency of Students’ Names
No change of names by students will be permitted during the course of study at the University and students will only be allowed to use names appearing on certificates which qualified them for admission. Exceptions to this provision are the following circumstances:
   i) Marriage
   ii) Change of religion
   iii) Divorce

3.2 General Admission Requirements for the Bachelor Degrees Programmes
The following are the MINIMUM entrance requirements for undergraduate degrees programmes:

3.2.1 Direct Entry Scheme
Applicants under direct entry scheme must fulfill the following requirements:
(i) Must hold at least three (3) O-level credit passes in relevant subjects according to specific programme.

(ii) The applicant must have at least two principal level passes and one subsidiary level pass in the A level, provided that the total number of points is at least 4.5 in the scale where A=5; B=4; C=3; D=2; E=1; S=0.5.

3.2.2 Equivalent Qualifications Entry Scheme

Applicant under this scheme must meet the following requirements before they can be selected:

(i) Must hold an appropriate Diploma from an accredited Institution of not less than second class level from a registered institution.

OR

(ii) Must hold a certificate from Mzumbe University of not less than second class level, following completion of form VI with at least one principal level pass and at least 3.5 points in the Advanced Certificate of Secondary Education.

NOTE: Additional requirements for entry to a particular Faculty or Programme are presented in the Faculty specific requirements in section B.

3.2.3 Mature Age Entry Scheme

The university offers an alternative method of entry through the Mature age entry Scheme for applicants who satisfy the following requirements:

(i) Applicants must be 25 years of age or older, in the year in which admission is sought and the applicant must have attended and passed tests in extra mural classes, residential courses or courses offered by adult education centre or college recognized by an appropriate authority. OR must have post secondary school work experience in relevant field of not less than four (4) years.

(ii) Applicants must have at least two (2) credit passes in relevant subjects in specific programmes in their Ordinary Certificate of Secondary Education (O-Level).

(iii) Applicants must sit for and pass the Mzumbe University Mature Age Entry Examination at 50% level and above.

NOTE: Additional requirements for entry to a particular Faculty are presented in section B.

Principal passes in Divinity/Islamic Knowledge are NOT considered in the computation of points.

3.3 General Admission Requirements and Guidelines for the Postgraduate Degrees Programmes

3.3.1 Admission Requirements

The following are the MINIMUM entrance requirements for postgraduate degrees:

1. A candidate for admission into the master’s degree shall hold at least a second class bachelor’s degree from a recognized institution of higher learning or,

2. A second class advanced diploma or equivalent qualifications obtained in at least three (3) years of study or,

3. A professional qualification such as ACCA, CPA (T), MD, CSP, MCIPS, or their equivalent from recognized professional bodies or institutions,
4. A candidate with PASS degree will also be considered upon producing evidence of having obtained an examined postgraduate or professional qualification.

5. A candidate who holds unclassified degrees should have an average credit of B or above.

6. A candidate holding a degree whose classification is not easily distinguishable by the University shall be required to have his or her qualifications clarified by the Tanzania Commission for Universities (TCU) before being considered for an admission.

7. Additional requirements for entry to a particular Faculty/ Institute/ school or Programme are presented in the Faculty/ Institute/ school specific requirements.

3.3.2 Registration Requirements for the Postgraduate Degrees Programmes

a) A candidate shall be registered for the postgraduate diploma or master’s degree, upon presenting proof of possession of the entry qualifications.

b) Deadline for registration for those selected during first selection shall be on the Friday of the second week of the semester of the academic year. For those selected during second selection the deadline shall be on the Friday of the fourth week after the commencement of the programme in that academic year.

c) No candidate shall be registered prior to payment of fees and other dues payable to Mzumbe University.

d) Except for executive/distance learning mode, the duration of registration shall be eighteen (18) months provided the maximum duration of active registration period (including extensions if any) shall not exceed three (3) consecutive years. The maximum duration for executive/distance learning mode, shall be five (5) consecutive years.

e) Duration of registration shall be one (1) academic year for postgraduate diploma provided the maximum duration of active registration period (including extensions if any) shall not exceed three (3) consecutive years.

f) A student may be allowed to postpone studies for reasons of proven continued ill health supported by a doctor’s medical certificate, financial problems, or for any other reason which, in the opinion of the Senate, is strong enough to prevent one from pursuing studies effectively.

g) Such postponement which shall be approved by the Senate shall be for a semester or one academic year as the case may be provided that this postponement would be within the limit of the three-year time frame.

h) A candidate requesting for postponement shall sit for supplementary examination for subjects he/she is entitled to supplement.

i) The candidate may apply for extension to relevant Faculty/Institute/School and the Directorate of Research, Publications and Postgraduate Studies (DRPS), and the same be approved by the Senate. A candidate who fails to complete his or her studies within the specified period shall be deregistered from studies.

j) Notwithstanding sections 3.3.3 and 3.3.4, a candidate seeking for extension beyond the specified period of completing his or her programme shall be required to pay extra fees proportionately.

k) A candidate who passes his or her coursework but fails to complete his or her dissertation or extra required coursework within the period of three (3) years will be entitled to a Postgraduate Diploma subject to Senate’s approval.

l) A masters and postgraduate candidate who fails in not more than three subjects shall be allowed to sit for supplementary examinations in September. The candidate who fails in the supplementary examinations shall be allowed to re-sit the failed subjects during the end of semester one examinations of the following academic year, after which if he/she fails again shall be discontinued.
m) A candidate who produces a fraudulently obtained certificate during registration process or after registration shall not be registered or shall be deregistered and legal actions shall be taken against him or her.

3.3.3 Delivery Modes and Categories of Postgraduate Programmes

1. Masters programmes may be offered under the following delivery modes including but not limited to distance learning, executive, or mainstream.

2. The modes can be offered in two categories: by either coursework and dissertation, or coursework only.

3. Postgraduate diploma will be offered by coursework only.

3.3.4 Coursework and Examinations Evaluation

(i) Candidates registered for coursework and dissertation programme shall do coursework examinations following assessment criteria and procedures approved by the Senate through the relevant Faculties/Institutes/Schools.

(ii) The coursework portion shall consist of a minimum of forty (40) credit points of postgraduate courses as specified by each Faculty/Institute/School. One (1) subject (other than subjects offered by the Faculty of Law) carries four (4) credit points. For the Faculty of Law one subject carries five (5) credit points. The courses may be taken at Mzumbe University or at any other approved institution.

(iii) Pursuant to section 3.1.5 of the Regulations and Guidelines for Postgraduate Programmes, the additional courses pursued to meet the minimum requirements to the programme shall not be counted during determination of the overall grade for the Masters.

(iv) Matters relating to evaluation and examinations not addressed in the Regulations and Guidelines for Postgraduate Programmes, shall abide to the Mzumbe University examination and students’ assessment criteria by – laws.

4 RULES AND REGULATIONS FOR UNDERGRADUATE AND POSTGRADUATE STUDIES

Approved MU’ rules and Regulations include the following:

1. The Mzumbe University Examination and Students’ Assessment Criteria By- Laws, 2012

2. Undergraduate Field attachment Policy

3. Postgraduate Guidelines

4. Theses and dissertations writing

NB: All students are required to read and understand all these important documents upon registration.

5 MZUMBE UNIVERSITY FEE STRUCTURE

5.1 Category A: Residents (East African)

5.1.1 Bachelor Degree Programmes

Fee Payable to the University
### Direct Student Costs (Tshs)

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount in Tshs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per year (including registration, tuition, examination, and library services)</td>
<td>1,300,000</td>
</tr>
<tr>
<td>Campus Accommodation Fees per bed per year [Tshs. 500 per bed per day]</td>
<td>119,000</td>
</tr>
<tr>
<td>Non-refundable medical fee per year</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,494,000</strong></td>
</tr>
</tbody>
</table>

### Direct Student Costs (Tshs)

<table>
<thead>
<tr>
<th>Meals (Tshs. 5,000 per day)</th>
<th>Application Fee</th>
<th>Student Union Fee</th>
<th>Books per year</th>
<th>Field (Tshs. 10,000 per day)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,190,000</td>
<td>20,000</td>
<td>10,000</td>
<td>200,000</td>
<td>1,190,000</td>
<td>2,610,000</td>
</tr>
</tbody>
</table>

**Caution money**: Tshs. 50,000, payable prior to registration in the first year.

### 5.1.2 Diploma Programmes

**Fees Payable to the University**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount in Tshs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per year (including registration, tuition, examination, and library services)</td>
<td>1,200,000</td>
</tr>
<tr>
<td>Campus Accommodation Fees per bed per year [Tshs. 500 per bed per day]</td>
<td>119,000</td>
</tr>
<tr>
<td>Non-refundable medical fee per year</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,394,000</strong></td>
</tr>
</tbody>
</table>

### Direct Student Costs (Tshs)

<table>
<thead>
<tr>
<th>Meals (Tshs. 5,000 per day)</th>
<th>Application Fees</th>
<th>Student Union Fees</th>
<th>Books per year</th>
<th>Field (Tshs. 10,000 per day)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,190,000</td>
<td>20,000</td>
<td>10,000</td>
<td>200,000</td>
<td>1,190,000</td>
<td>2,610,000</td>
</tr>
</tbody>
</table>
Caution money: Tshs. 50,000/= payable prior to registration in the first year.

5.1.3 Certificate Programmes

Fees Payable to the University

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount in Tshs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per year (including registration, tuition, examination, and library services)</td>
<td>1,000,000</td>
</tr>
<tr>
<td>Campus Accommodation Fees per bed per year [Tshs. 500 per bed per day]</td>
<td>119,000</td>
</tr>
<tr>
<td>Non-refundable medical fee per year</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,194,000</strong></td>
</tr>
</tbody>
</table>

Direct Student Costs (Tshs)

<table>
<thead>
<tr>
<th>Meals (Tshs 5,000 per day)</th>
<th>Application Fees</th>
<th>Student Union Fees</th>
<th>Books per year</th>
<th>Field (Tshs. 10,000 per day)</th>
<th><strong>Total</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1,190,000</td>
<td>20,000</td>
<td>10,000</td>
<td>200,000</td>
<td>1,190,000</td>
<td>2,610,000</td>
</tr>
</tbody>
</table>

Caution money: Tshs. 50,000/= payable prior to registration in the first year.

**NOTE: FOR ALL UNDERGRADUATE STUDENTS**

1. An academic year has two semesters each lasts for 119 days. The fees payable to the University are for the period of the two semesters;
2. Fees may be paid in two equal installments, an installment being due at the beginning of each semester prior to registration;
3. Fees once paid are not refundable;
4. Fees do not include incidental expenses such as, transport;
5. The University reserves the right to change fees at any time;
6. Direct student fees have been benchmarked against Government rates, but sponsors may vary them according to their policies;
7. Accommodation charges are Tshs 119,000/= per annum per bed for undergraduates;
8. Except for certificate programme, usually students go on field for the whole first semester of the final year of their studies; and Caution money is refundable, after clearance, upon completion of the studies;
9. Caution money is refundable, after clearance, upon completion of the studies;
10. Medical Fee is payable as follows: Tshs 62,700/= in the First Semester prior to registration and Tshs 12,300/= in the Second Semester prior to registration.

5.1.4 All Masters Programmes (Except those delivered through Executive modes)

Fees Payable to the University
### Item Description | Amount in Tshs
--- | ---
Fee per programme (including registration, tuition, examination and library services) | 4,500,000.00
Non refundable medical fees | 50,000.00
a) Candidates with Health Insurance | 50,000.00
b) Candidates without Health Insurance | 100,000.00
Student Union (MUSO) | 10,000.00
Total | 4,560,000.00
a) Candidates with Health Insurance | 4,560,000.00
• Candidates without Health Insurance | 4,610,000.00

### Direct Students costs

For living expenses and other costs for books, stationeries, and so on, the following information should help students and their sponsors in reaching agreeable direct student costs (which are payable **DIRECTLY** to the student and **NOT** to the university):

1. An academic year has two semester each lasting for 120 days
2. The third semester or the period for undertaking research is approximated between 120 days for those that may pursue their programmes through course work only and up to 180 days for those undertaking their programmes through dissertation.
3. Accommodation costs are around Tshs. 2,500 per day for those who manage to stay on campus and up to Tshs. 5,000 per day for those for staying off-campus
4. Food is estimated at Tshs. 10,000 – 15,000 per day
5. Books range Tshs. 300,000-800,000 for the whole programme.
6. Students staying on the campus will need caution money of Tshs. 100,000, which is refundable, after clearance, on completion of studies.
7. Fees may be paid in two equal installments, an installment being due at the beginning of each semester prior to registration
8. Costs for research and dissertation writing should be determined by individual sponsors or guardian through it is approximated between Tshs. 1,000,000.00 and Tshs. 5,000,000.00, depending on the type of research and where it is conducted.

### 5.1.5 Graduate Programmes (offered in Executive Mode) Fees Payable to the University

| Item Description | Amount in Tshs |
--- | ---
Tuition fee per programme (including registration, tuition, examination, and library services) for residents | 6,375,000.00
Student union | 10,000.00
Direct Student Costs (Tshs.)

For living expenses and other costs for books, stationeries, and so on, the following information should help students and their sponsors in reaching agreeable direct student costs (which are payable DIRECTLY to the student and NOT to the university)

i) An academic year has two semesters, the first semester lasting 8 weeks, from 8th of November, 2015 to 16th April, 2016; and the second semester lasting seven weeks, from 9th May, 2015 to 8th October, 2016.

ii) The two semester will be followed by a third semester lasting seven weeks for those pursuing their programmes through course work only and up to 180 days for those undertaking their programmes through the dissertation mode.

iii) Dissertation costs should be approximated based on the number of field work days, transportation, printing and stationeries that the student may require to accomplish this tasks.

iv) Fees do not include expenses such as transport, accommodation, meals books etc. These costs are borne by the students.

v) Direct student costs for meals, books, accommodation etc. should be in accordance with the sponsors’ policies and/or ability to pay

vi) Fees once paid are not refundable

vii) Fees are subject to periodic revision

viii) A limited number of rooms are available at the University (at Lumumba Complex) for those with early booking at a price of Tshs. 30,000 per night.

5.1.6 MSc – HEALTH MONITORING AND EVALUATION

ANNUAL FEES PAYABLE TO THE UNIVERSITY (NATIONALS)

<table>
<thead>
<tr>
<th>Fee per programme (registration, examination, and library services) for residents</th>
<th>TShs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee per programme (registration, examination, and library services) for residents</td>
<td>7,110,000.00</td>
</tr>
<tr>
<td>Non-refundable medical fee</td>
<td></td>
</tr>
<tr>
<td>1. Candidates without Health Insurance</td>
<td>100,000.00</td>
</tr>
<tr>
<td>2. Candidates with Health Insurance</td>
<td>50,000.00</td>
</tr>
<tr>
<td>Student Union Fee (MUSO)</td>
<td>10,000.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td>7,220,000.00</td>
</tr>
<tr>
<td>1. Candidates without Health Insurance</td>
<td>7,220,000.00</td>
</tr>
<tr>
<td>2. Candidates with Health Insurance</td>
<td>7,170,000.00</td>
</tr>
</tbody>
</table>
ANNUAL FEES PAYABLE TO THE UNIVERSITY (NON-NATIONALS)

<table>
<thead>
<tr>
<th>Fee per programme (registration, tuition, examination, and library services) for non-residents</th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Accommodation (USD 5 per room per day)</td>
<td>1190</td>
</tr>
<tr>
<td>Non refundable medical fee</td>
<td>150</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>10,820</strong></td>
</tr>
</tbody>
</table>

Note:
1. For this particular programme that involves three semesters of the coursework tuition fees are payable in three equal installments, each at the beginning of a semester.

INDICATIVE INFORMATION ON STUDENT DIRECT COSTS (NOT PAYABLE TO THE UNIVERSITY BUT TO THE STUDENTS)

The following information may be used in estimating costs that are payable directly to the student. The costs are only indicative except where indicated. Hence, it is upon students and their sponsors to reach an agreeable living cost for them to pursue their programmes from any of the campuses in the university, comfortably. For example, students pursuing their programmes from their homes might not need money for accommodation.

1. This MSc in Health Monitoring and Evaluation programme is a TWO YEAR’s course that requires students to complete FOUR semesters of FOURTEEN weeks each. It requires candidates to successfully complete a total of ONE HUNDRED and EIGHTY (140) credit points: one hundred and forty (140) credit points for completing COURSE WORK during semesters 1-3 and forty (40) credit points for implementing the FIELD PROJECT REPORT during semester 4. In semesters 1-3, the student will have to complete a FIFTEEN courses i.e. FIVE courses in each semester and a FIELD PROJECT REPORT in the 4th semester during which they will stay off campus.

2. Accommodation is Tshs. **178,500** per month for a few who will be able to secure rooms on campus and between Tshs. **5,000/=** and **10,000/=** per day for those staying off-campus in private accommodation.

3. Food is estimated at Tshs. **10,000 – 15,000** per day

4. Students staying on campus will need caution money of Tshs. **100,000**, which is refundable, after clearance, on completion of studies.

5. Cost for field project report should be determined by individual sponsors or guardians though it is approximated between Tshs. **1,000,000** and Tshs. **5,000,000** (or even higher), depending on the type of research and where it is conducted.

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

7. Fees once paid are not refundable.

FOR ALL EVENING MODE MASTERS PROGRAMMES AT MWANZA AND TANGA CENTRES PROGRAM FEES PAYABLE TO THE UNIVERSITY

<table>
<thead>
<tr>
<th>Fee per programme (registration, examination, and library services)</th>
<th>TShs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>for residents</td>
<td><strong>6,265,000.00</strong></td>
</tr>
<tr>
<td>Non-refundable medical fee</td>
<td><strong>100,000.00</strong></td>
</tr>
<tr>
<td>a) Candidates without Health Insurance</td>
<td><strong>50,000.00</strong></td>
</tr>
<tr>
<td>Student Union Fee (MUSO)</td>
<td><strong>10,000.00</strong></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>6,375,000.00</strong></td>
</tr>
<tr>
<td>a) Candidates without Health Insurance</td>
<td><strong>6,325,000.00</strong></td>
</tr>
<tr>
<td>b) Candidates with Health Insurance</td>
<td></td>
</tr>
</tbody>
</table>

Note:
9. Tuition fees are payable in two equal installments, each at the beginning of a semester.
### 5.1.7 PhD Fee Structure

<table>
<thead>
<tr>
<th>Cost Item</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Direct University Cost</strong></td>
<td>Tshs</td>
<td>Tshs</td>
<td>Tshs</td>
<td>Tshs</td>
</tr>
<tr>
<td>Application Fees</td>
<td>30,000</td>
<td>0</td>
<td>0</td>
<td>30,000</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>20,000</td>
<td>0</td>
<td>0</td>
<td>20,000</td>
</tr>
<tr>
<td>Tuition /supervision</td>
<td>3,000,000</td>
<td>3,000,000</td>
<td>3,000,000</td>
<td>9,000,000</td>
</tr>
<tr>
<td>Examination</td>
<td>0</td>
<td>0</td>
<td>300,000</td>
<td>300,000</td>
</tr>
<tr>
<td>MUSO Contribution</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td>30,000</td>
</tr>
<tr>
<td>Graduation Fees</td>
<td>0</td>
<td>0</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Medical capitation</td>
<td>170,000</td>
<td>170,000</td>
<td>170,000</td>
<td>510,000</td>
</tr>
<tr>
<td><strong>Total Payable to the University</strong></td>
<td>3,230,000</td>
<td>3,180,000</td>
<td>3,500,000</td>
<td>9,910,000</td>
</tr>
<tr>
<td><strong>Direct Student Costs</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accommodation (one semester)</td>
<td>297,500</td>
<td>0</td>
<td>595,000</td>
<td>892,500</td>
</tr>
<tr>
<td>Meals (Annually)</td>
<td>1,800,000</td>
<td>1,800,000</td>
<td>1,800,000</td>
<td>5,400,000</td>
</tr>
<tr>
<td>Books (annually)</td>
<td>500,000</td>
<td>500,000</td>
<td>500,000</td>
<td>1,500,000</td>
</tr>
<tr>
<td>Stationery (annually)</td>
<td>70,000</td>
<td>70,000</td>
<td>70,000</td>
<td>210,000</td>
</tr>
<tr>
<td>Dissertation Production Costs</td>
<td>0</td>
<td>0</td>
<td>270,000</td>
<td>270,000</td>
</tr>
<tr>
<td>Facilitation Allowance (annually)</td>
<td>1,200,000</td>
<td>1,200,000</td>
<td>1,200,000</td>
<td>3,600,000</td>
</tr>
<tr>
<td>Identity Card</td>
<td>5,000</td>
<td>0</td>
<td>0</td>
<td>5,000</td>
</tr>
<tr>
<td>Field Research</td>
<td>0</td>
<td>2,000,000</td>
<td>1,000,000</td>
<td>3,000,000</td>
</tr>
<tr>
<td><strong>Total Direct Student costs</strong></td>
<td>3,872,500</td>
<td>5,570,000</td>
<td>5,435,000</td>
<td>14,877,500</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>7,102,500</td>
<td>8,750,000</td>
<td>8,935,000</td>
<td>24,787,500</td>
</tr>
</tbody>
</table>
5.2 Category B: Non–Residents

5.2.1 All Undergraduate Programmes

Fees Payable to the University

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount in USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per year (including registration, tuition, examination, and library services)</td>
<td>2,500</td>
</tr>
<tr>
<td>Campus Accommodation Fees per bed per year [USD.2 per bed per day]</td>
<td>476</td>
</tr>
<tr>
<td>Non-refundable medical fee per year</td>
<td>100</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3,076</strong></td>
</tr>
</tbody>
</table>

Direct Student Costs

<table>
<thead>
<tr>
<th>Meals (USD. 10 per day)</th>
<th>Application Fees</th>
<th>Student Union Fees</th>
<th>Books per year</th>
<th>Field USD. 40 per day</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>USD 2,380</td>
<td>USD 20</td>
<td>USD 10</td>
<td>USD 300</td>
<td>USD 4,760</td>
<td>USD 7,470</td>
</tr>
</tbody>
</table>

**Caution money:** USD. 100, payable prior to registration in the first year

**NOTE:**

i) An academic year has two semesters each lasts for 119 days. The fees payable to the University are for the period of the two semesters;

ii) Fees may be paid in two equal installments, an installment being due at the beginning of each semester prior to registration;

iii) Fees once paid are not refundable;

iv) Fees do not include incidental expenses such as, transport;

v) The University reserves the right to change fees at any time;

vi) Direct student fees have, as far as possible, been benchmarked against Government rates, but sponsors may vary them according to their policies;

vii) Accommodation charges are USD 476 per annum per bed for foreign undergraduate students;

viii) Usually students go on field for the whole first semester of the final year of their studies; and

ix) Caution money is refundable, after clearance, upon completion of the studies

x) Medical fees are payable as follows: USD 75 in the First Semester and USD 25 in the Second Semester.
5.2.2 All Graduate Programmes (Except PhD)

Fees Payable to the University

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount in USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per programme (including registration, examination, and library services)</td>
<td>6,000</td>
</tr>
<tr>
<td>Campus Accommodation Fees per room per year [USD 5 per room per day]</td>
<td>1,190</td>
</tr>
<tr>
<td>Non-refundable medical fee</td>
<td>150</td>
</tr>
<tr>
<td>Total</td>
<td>7,340</td>
</tr>
</tbody>
</table>

Direct Student Costs (USD)

<table>
<thead>
<tr>
<th>Meals [USD 20 per day]</th>
<th>Application Fees</th>
<th>Student Union Fees</th>
<th>Books per year</th>
<th>Field [USD 40 per day for 140 days, including report writing]</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>4,760</td>
<td>30</td>
<td>10</td>
<td>1,000</td>
<td>5,600</td>
<td>11,400</td>
</tr>
</tbody>
</table>

Caution money: USD 100, payable prior to registration.

NOTE:

(i) An academic year has two semesters, each lasts for 120 days. The fees payable to the University are for the period of the two semesters;

(ii) Fees may be paid in two equal installments, an installment being due at the beginning of each semester prior to registration;

(iii) Fees once paid are not refundable;

(iv) Fees do not include incidental expenses such as, transport;

(v) The University reserves the right to change fees at any time;

(vi) Direct student fees have, as far as possible, been benchmarked against Government rates, but sponsors may vary them according to their policies;

(vii) Accommodation charges are USD 1,190 for the 238 days of studies per annum. Occupation of rooms beyond the 238 days will attract additional charges;

(viii) Usually students go on field for 70 days after coursework. Accommodation will only be provided to thesis students when available and at a cost of USD 5 per room per day; and

(ix) Caution money is refundable, after clearance, upon completion of the studies

(x) Medical fees are payable as follows: USD 75,000 in the First Semester and USD 75,000 in the Second Semester.
5.2.3 PhD Fee Structure (USD)

<table>
<thead>
<tr>
<th>Cost Item</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Direct University Cost</strong></td>
<td>USD</td>
<td>USD</td>
<td>USD</td>
<td>USD</td>
</tr>
<tr>
<td>Application Fees</td>
<td>30</td>
<td>0</td>
<td>0</td>
<td>30</td>
</tr>
<tr>
<td>Registration Fees</td>
<td>60</td>
<td>0</td>
<td>0</td>
<td>60</td>
</tr>
<tr>
<td>Tuition/supervision</td>
<td>4,000</td>
<td>4,000</td>
<td>4,000</td>
<td>12,000</td>
</tr>
<tr>
<td>Examination</td>
<td>0</td>
<td>0</td>
<td>900</td>
<td>900</td>
</tr>
<tr>
<td>MUSO Contribution</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>90</td>
</tr>
<tr>
<td>Graduation Fees</td>
<td>0</td>
<td>0</td>
<td>60</td>
<td>60</td>
</tr>
<tr>
<td>Medical sanitation</td>
<td>170</td>
<td>170</td>
<td>170</td>
<td>510</td>
</tr>
<tr>
<td><strong>Total Payable to the University</strong></td>
<td>4,290</td>
<td>4,200</td>
<td>5,160</td>
<td>13,650</td>
</tr>
<tr>
<td><strong>Direct Student Costs</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accommodation (one semester)</td>
<td>368</td>
<td>184</td>
<td>368</td>
<td>920</td>
</tr>
<tr>
<td>Meals (Annually)</td>
<td>3,600</td>
<td>3,600</td>
<td>3,600</td>
<td>10,800</td>
</tr>
<tr>
<td>Books (annually)</td>
<td>750</td>
<td>750</td>
<td>750</td>
<td>2,250</td>
</tr>
<tr>
<td>Stationery (annually)</td>
<td>710</td>
<td>710</td>
<td>710</td>
<td>630</td>
</tr>
<tr>
<td>Dissertation Production Costs/Seminars</td>
<td>-</td>
<td>-</td>
<td>810</td>
<td>810</td>
</tr>
<tr>
<td>Facilitation (annually)</td>
<td>3,600</td>
<td>3,600</td>
<td>3,600</td>
<td>10,800</td>
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<tr>
<td>Identity Card</td>
<td>15</td>
<td>-</td>
<td>-</td>
<td>15</td>
</tr>
<tr>
<td>Field Research</td>
<td>2,000</td>
<td>1,000</td>
<td>3,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total recommended Direct Student Costs</strong></td>
<td>8,543</td>
<td>10,344</td>
<td>10,338</td>
<td>29,225</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>12,833</td>
<td>14,444</td>
<td>15,498</td>
<td>42,875</td>
</tr>
</tbody>
</table>

6 THE STRUCTURE OF MZUMBE UNIVERSITY PROGRAMMES

6.1 Semester

The University academic year consists of two semesters, each running for 17 weeks except for the Executive Programmes. The Executive Programmes’ semesters are of 6 weeks of intensive study spread in five months.

6.2 Mode of Teaching

All Mzumbe University courses are taught in lecture sessions combined with seminars each week. The lecture sessions are mainly for “one-way” information from the lecturer to the students. The lecture sessions may consist of students from different programmes.

The seminar groups are small approximately 30 students. Generally the students are divided into seminars according to their programmes. The student-teacher relationship in the seminars is close and a variety of different learning methods are used.

Mzumbe University students are responsible for their own learning. Self-studies and group discussions are considered as important as lectures and seminars. For each course there will be an outline given to the students. The course outline is a plan for all plenary sessions and seminars in a particular course. The course outline specifies the detailed timing and sequencing of each topic. The students are expected to prepare themselves and follow up with self-studies on each topic.

Faculty members of the Mzumbe University are available on appointment for individual student consultation.
6.3 Workload and Credit Points for Undergraduate Students

On average, a degree, diploma or certificate course student is expected to spend a total of 50 hours per week, for 15 weeks, on academic work. This total weekly workload of 50 hours is set to 10 credit points (cp) per semester for all undergraduate programmes except LLB & BED programmes which have 12 cp per semester.

All courses offered in a semester have a total workload of 10 cp (except LLB & BED), and each course unit is assigned 2 cp weight reflecting the estimated workload. The 2 cp weight includes plenary lectures, seminars as well as self-studies, group work etc.

Bachelor’s Degree Programmes consist of 6 semesters. LLB and BED students are required to complete a total of 72 credit points. Students in other Undergraduate programmes have to complete a total of 60 credit points (including the field project) in the course of three years. The maximum duration of studies for bachelor degree programme is five (5) years.

Certificate Programmes consist of 2 semesters, each of 10 cp. This requires the students to complete a total of 20 credit points during the one year. (Certificate in Law students are required to clear 25 cp to cover the Field Attachment).

For Diploma in Law the total number of credit points is 47. Ten (10) cp are granted each of the four semesters and 7 cp cover the Field Attachment between the two years of study.

6.4 Workload and Credit Points for Graduate Students

Workload and evaluation of the Graduate students is based on the semester system. The semester consisting of 14 weeks of class work, is set for rigorous professional training and subsequent evaluation takes place. Each course unit in a semester is given 4 credit points except in the Faculty of Law where each course unit carries 5 credit points. Total course work for graduate students in an academic year is 40 credit points.

Candidates who qualify to continue with the research phase after the coursework part shall be required to submit a dissertation (in partial fulfillment of the master’s degree requirements) before the expiry of the registration period. A candidate who has successfully passed both coursework and dissertation components will be entitled to be awarded the Mzumbe University master’s degree in the relevant field of study.

6.5 Field Attachment and Term Paper Writing

The field attachment for Mzumbe University undergraduate students is meant to provide a practical element in the study programmes. In their field attachment period, students are placed in organizations and given an opportunity to practice some of the theoretical concepts learned in the classroom.

The field attachment is integrated into the programme and allocated one full semester of study (17 weeks). However, for programmes in Computing Science Discipline (ICT) field attachment is separated into two periods being 8 weeks at the of first year of study and 8 weeks at the end of second year of study. The two practical sessions are fundamental inputs to their final year technical projects done in the last semester of their study.

For all other programmes except those in computing science discipline, before students go to the field, they use part of their fourth semester to prepare a field study programme in the form of a project proposal. The various departments are responsible for helping the students to plan and carry out their projects. Each student is, therefore, attached to a lecturer who will supervise the student throughout the various phases of the project. Students can work in a field project individually or as a group. A field project carries a full 10 credit points per one semester. In cooperation with the organization/institution, the student is also given a field supervisor from the organization/institution. The field project is evaluated based on the Field Attachment Policy and the Mzumbe University (Examination and Students Assessment Criteria) By – Laws, 2007.
7 SCHOOL OF PUBLIC ADMINISTRATION AND MANAGEMENT (SOPAM)

7.1 Introduction
The School of Public Administration and Management aims at promoting the Mzumbe University aims, objectives and functions. Specifically, the School of Public Administration and Management aspires at increasing efficiency of public/civil servants, local government staff and staff working in executive agencies, independent government departments, and those from other public institutions including international and local institutions operating in Tanzania and within Africa at large.

The following are the degrees programmes offered by School of Public Administration:

Undergraduate degree programs
- (a) Bachelor of Human Resource Management (BHRM)
- (b) Bachelor of Public Administration (BPA)
- (c) Bachelor of Public Administration (Records and Archive Management) (BPA- RAM)
- (d) Bachelor of Local Government Management (BLGM)
- (e) Bachelor of Health Systems Management (BHSIM)

Non Degree Programmes
- (a) Diploma in Human Resource Management(DRMC)
- (b) Certificate in Human Resource Management (HRMC)
- (c) Certificate in Local Government Management (LGMC)

Graduate Degree Programmes
- (a) Master of Science in Human Resource Management (MSc. HRM)
- (b) Master of Science in Local Government Management (MSc. LGM)
- (c) Master of Health System Management (MHSM)
- (d) Master of Public Administration
- (e) Master of Science in Health Monitoring and Evaluation (MSc HME)
- (f) Masters of Research and Public Policy (MRPP)
- (g) Master of Leadership and Management (MLM)
- (h) PhD Programme

7.2 Specific School Admission Requirements for Different Undergraduate Programmes

7.2.1 Bachelor Degree Programmes

Direct entry qualification in Bachelor Degrees
At least two (2) principal level passes and one subsidiary in any subject at the Advanced Certificate of Secondary Education Examination (A.C.S.E.E); Where the principal passes do not include English; the applicant must have obtained a credit pass in English at ‘O’ Level.

Equivalent Entry Qualifications

(i) An appropriate diploma of not less than second class level from registered Institution.

OR

(ii) A certificate from Mzumbe University of not less than second class level. The candidate must have completed form VI with at least 3.5 points in the ACSEE. Where the principal pass does not
include English Language, the applicants must have obtained at least a credit in English Language at O-level.

**Mature Age Entry Qualification**

(i) Applicants must be 25 years of age or older, in the year in which admission is sought and the applicant must have attended and passed tests in extra mural classes, residential courses or courses offered by adult education centre or college recognized by an approved authority. OR must have post-secondary school work experience of not less than four (4) years,

(ii) Applicant must have obtained at least two (2) credits one of which must be in English Language at O-Level and

(iii) Applicant must sit and pass the Mzumbe University mature age entry examination.

7.2.2 **Diploma in Human Resources Management**

Applicants for admission into the Diploma in Human Resources Management of the Mzumbe University must hold:

7. Certificate in Human Resources Management (CHRM) or Certificate in Local Government Administration (CLGA) or any other relevant certificate of at least a Second class level from an accredited institution

8. The applicant must hold at least one principal level pass in the Advanced level of Secondary Education (“A” level). The principal pass must be in English.

Where the principal pass does not include English in the Advanced Certificate of Secondary Education, applicant must have passed with a credit in English Language at the Ordinary Certificate of Secondary Education.

7.2.3 **Entry Qualifications for Certificate Programmes**

Applicant must have passed in at least five (5) subjects in the Ordinary Certificate of Secondary Education provided that the passes include English Language.

Or

Must hold at least one Principal level pass in the Advanced Certificate of Secondary Education including English language

7.3 **Description of Undergraduate Degree Programmes**

7.3.1 **Bachelor of Human Resource Management (BHRM)**

**Programme Objective and Description**

This is a three year programme for middle level professionals in human resources management. The program covers six (6) semesters of 17 weeks each. It requires candidates to successfully complete a total of sixty (60) credit points, including field project in the fifth semester of the study. The program is designed to provide job-based training to future human resource specialists to serve in both public and private sector organizations. It is a professionally tailored program to meet the growing demand for well-trained and skilled human resource managers, who can greatly contribute in helping organizations acquire, develop, motivate, and effectively utilize the most valuable organizational asset (the people) and consequently achieve intended corporate results. It also equips candidates with theoretical foundations to develop independent analysis of issues and pursue higher degree programmes successfully.
# Programme Structure

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1</td>
<td>Semester 2</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PUB 113 Principles of Management</td>
<td>LAW 105 Labour Law</td>
<td>PUB 217 Industrial Relations and Legislation</td>
</tr>
<tr>
<td>DST 100 Development Perspectives</td>
<td>ECO 123 Economics Introduction to Economics</td>
<td>PUB 216 Organizational behaviour</td>
</tr>
<tr>
<td>LAW 101 Introduction to Administrative Law</td>
<td>PUB 126 Introduction to Office and Records Management</td>
<td>ACC 281 Basic Accounting &amp; Financial Management</td>
</tr>
<tr>
<td>COM 101 Communication Skills in Management</td>
<td>PUB 129 Ethics and Good Governance</td>
<td>PUB 228 Human Resource Planning and Budgeting</td>
</tr>
<tr>
<td>10 CP</td>
<td>10 CP</td>
<td>10 CP</td>
</tr>
</tbody>
</table>

**ELECTIVES**

- BUS 310: Introduction to Business Management
- ECO 327: Project Planning and Management
- PUB 328: International Human Resource Management

### 7.3.2 Bachelor of Public Administration (BPA)

**Programme Objective and description**

This is a three-year programme in Public Service Management. The programme covers six semesters of 17 weeks each and requires candidates to successfully complete a total of 60 credit points, including field project in the fifth semester of study. The programme has taken stock of the most current developments in the field of public administration and challenges facing public service in a globalized world.

So it is designed to provide job-based training to future administrators in the public sector at various levels. Also it is professionally tailored to meet the growing demand for well trained and skilled middle level administrators who can be instrumental in helping the public sector to sustainably achieving results in the ever changing social, economic and political environments.
Programme Structure

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1</td>
<td>Semester 2</td>
<td>Semester 1</td>
</tr>
<tr>
<td>PUB 113 Principles of Management</td>
<td>PUB 120 Introduction to Sociology</td>
<td>PUB 217 Industrial Relations and Legislation</td>
</tr>
<tr>
<td>DST 100 Development Perspective</td>
<td>ECO 123 Introduction to Economics</td>
<td>ACC 285 Financial Management and Control in the Public Sector</td>
</tr>
<tr>
<td>LAW 101 Introduction to Administrative Law</td>
<td>PUB 126 Introduction to Office and Records Management</td>
<td>PUB 215 Applied Public Administration</td>
</tr>
<tr>
<td>COM 101 Communication Skills in Management</td>
<td>PUB 129 Ethics and Good Governance</td>
<td>DST 201 International Relations</td>
</tr>
</tbody>
</table>

10 CP 10 CP 10 CP 10 CP 10 CP 10 CP

**ELECTIVES**

PUB 335: NGOs in Development  
ECO 327: Project Planning and Management  
PUB 320: Managing Intergovernmental Relations

**7.3.3 Bachelor of Public Administration (Records and Archives Management-BPA-RAM)**

**Programme Objective and Description**

This is a three year programme in Public Service Management focus on Records and Archive Management, programme covers six semesters of 17 weeks each and require candidates to successfully complete a total of 60 credit point including field project in the in the fifth semester of study.

Records and archives management is considered to be a new concept which emerged in the 19th century. But this concept has gained value pace to pace with human civilization. Records are the basis for accountability and effective delivery of services. Modern governments rely heavily upon written policies and procedures and upon written records of formal transactions. The management of recorded information is thus a cornerstone of any government’s ability to ensure the degree of openness, accountability and integrity necessary to fulfill the government’s basic responsibility to serve the public interest. The course exposes students to the fundamentals of public administration but with more focus on records and archives management.

Records and Archive management is important in effective decision making but it is a fairly young field of professionalism in the Tanzania public sector. The menu is designed to offer graduates the fundamentals of public administration necessary to perform not only as a public administrator but also as records and archives administrators.
### Programme Structure

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 113</td>
<td>PUB 120</td>
<td>ACC 285</td>
<td>PUB 233</td>
<td>PUB 326</td>
<td></td>
</tr>
<tr>
<td>DST 100</td>
<td>ECO 123</td>
<td>ICT 200</td>
<td>PUB 203</td>
<td>PUB 324</td>
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</tr>
<tr>
<td>Development Perspectives</td>
<td>Economics</td>
<td>Data Management</td>
<td>Records Management II</td>
<td>Performance and Reward Management</td>
<td></td>
</tr>
<tr>
<td>LAW 101</td>
<td>PUB 126</td>
<td>PUB 204</td>
<td>PUB 205</td>
<td>PUB 320</td>
<td></td>
</tr>
<tr>
<td>Introduction to Administrative Law</td>
<td>Introduction to Office and Records Management</td>
<td>Archives Management I</td>
<td>Archive Management II</td>
<td>Managing Intergovernmental Relations</td>
<td></td>
</tr>
<tr>
<td>QMS 100</td>
<td>PUB 124</td>
<td>PUB 202</td>
<td>PUB 220</td>
<td>PUB 338</td>
<td>ELECTIVE</td>
</tr>
<tr>
<td>Basic Applied Mathematics and Statistics</td>
<td>Public Administration</td>
<td>Records Management I</td>
<td>Social Science Research Methods</td>
<td>Institutional Framework on Records and Archives Management</td>
<td></td>
</tr>
<tr>
<td>COM 101</td>
<td>PUB 129</td>
<td>PUB 224</td>
<td>BUS 210</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>10 cps</th>
<th>10 cps</th>
<th>10 cps</th>
<th>10 cps</th>
<th>10 cps</th>
<th>10 cps</th>
</tr>
</thead>
</table>

**ELECTIVES**

- **ECO 327:** Project Planning and Management
- **PUB 321:** Strategic Negotiations and Mediation
- **PUB 323:** Managing Partnerships in Public Service

### 7.3.4 Bachelor of Local Government Management (BLGM)

**Programme Objective and description**

This is a three-year programme in Local Government management. The programme covers six semesters of 17 weeks each. Candidates are required to successfully complete a total of 60 credit points, including field project in the fifth semester of study.

The programme is designed to provide specialized training to future administrators in local government authorities. It is professionally tailored to meet the growing demand for well trained and skilled middle level administrators who can ably take part in helping the local government authorities to achieve their objectives in service delivery and therefore meet the expectations of the citizens as key stakeholders.

The programme is also designed to cover both the core and general functions of government officials who might work in the responsible ministry, regional government and local government in an environment where there are many key players in social, political and economic development.

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## Programme Structure

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1</td>
<td>Semester 2</td>
<td>Semester 1</td>
</tr>
<tr>
<td>DST 100 Development Perspectives</td>
<td>ECO 123 Introduction to Economics</td>
<td>ACC 285 Financial Management and Control in Public Sector</td>
</tr>
<tr>
<td>LAW 101 Introduction to Administrative Law</td>
<td>PUB 126 Introduction to Office and Records Management</td>
<td>PUB 216 Organisational Behaviour</td>
</tr>
<tr>
<td>QMS 100 Basic Applied Mathematics and Statistics</td>
<td>PUB 124 Introduction to Public Administration</td>
<td>PUB 224 Principles of Human Resource Management</td>
</tr>
<tr>
<td>COM 101 Communication Skills in Management</td>
<td>PUB 129 Introduction to Ethics and Good Governance</td>
<td>DST 210 Community Participation in Development</td>
</tr>
<tr>
<td>10 CP</td>
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</tbody>
</table>

**ELECTIVES**

- PUB 323: Managing Partnerships in Public Service
- PUB 321: Strategic Negotiations and Mediation
- PUB 324: Performance and Reward Management

### 7.3.5 Bachelor of Health Systems Management (BHSM)

**Programme Objective and Description**

This is a three-year programme run under semester system of 17 weeks each. Candidates are required to successfully complete a total of 60 credit points, including field project in the fifth semester of study. It is designed to provide knowledge, skills and attitude necessary for middle level managers who want to pursue careers in the public and private health sectors health systems. It is tailored to meet the growing demand for well trained and skilled health managers who can make significant contribution to the development of the health sector in national economies. The programme has taken on board the current development in the Public and Private Sector service provision from systems approach.
# Programme Structure

<table>
<thead>
<tr>
<th></th>
<th>1 Year 1</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>2 Year 2</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>3 Year 3</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Field Attachment</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 113 Principles of Management</td>
<td>PUB 128 Health Systems Management</td>
<td>PUB 234 Epidemiology and Biostatistics</td>
<td>ACC 281 Basic Accounting and Financial Management</td>
<td>ECO 307 Project Planning and Management in Health</td>
<td>PUB 325 Methods of Health Sector Financing</td>
<td>PUB 126 Introduction to Office and Records Management</td>
<td>PUB 216 Organizational Behaviour</td>
<td>PUB 223 Health Sector Strategies</td>
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</tr>
<tr>
<td>DST 100 Development Perspectives</td>
<td>LAW 101 Administrative Law</td>
<td>PUB 124 Introduction to Public Administration</td>
<td>PUB 218 Human Management for Health Systems</td>
<td>PUB 221 Health Systems Research</td>
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<tr>
<td>LAW 101 Administrative Law</td>
<td>QMS 100 Basic Applied Mathematics and Statistics</td>
<td>PUB 129 Ethics and Good Governance</td>
<td>PUB 217 Industrial Relations and Legislation</td>
<td>PUB 225 Health Policy and Planning</td>
<td>PUB 323 Managing Partnerships in Public Service</td>
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</tr>
<tr>
<td>QMS 100 Basic Applied Mathematics and Statistics</td>
<td>COM 101 Communication Skills in Management</td>
<td>ECO 123 Introduction to Economics</td>
<td>ECO 206 Health Economics</td>
<td>PUB 243 Health Psychology</td>
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<td>COM 101 Communication Skills in Management</td>
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<td>10 CP</td>
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</tbody>
</table>

**ELECTIVES**

- PUB 329: Emergencies and Disaster Management in Health
- PUB 321: Strategic Negotiation and Mediation
- PUB 337: International Health

### 7.3.6 Diploma in Human Resource Management

**Programme Objectives and Description**

This is a two years programme that is designed to familiarize students with the very latest thinking on, and best practice in, Human Resource Management. The programme equips students with knowledge, skills and attitudinal competences required for effective job performance as general and human resource officers at lower levels in organizations. Also, it builds their capacity and orients them to key issues and techniques of managing people in work organizations. The programme requires students to complete four (4) semesters of seventeen (17) weeks each. It requires candidates to successfully complete a total of forty (45) credit points, including a field practical of six weeks between year one and year two. Each candidate will be provided with a log book where he/she will record the activities done each week and signed by the Host organization supervisor. At the end the candidate will compile a report stipulating strength and challenges experienced during the field attachment.
### 7.3.7 Certificate in Human Resource Management (HRMC)

**Programme Structure**

Programme Objectives and Description

This is a one-year certificate course in human resource management for officers at lower levels in organizational hierarchies in both public and private sectors. The program runs for two (2) semesters of seventeen (17) weeks each. The program introduces students to principles, functions, and practices of human resource management. Also, it builds their capacity and orients them to key issues and techniques of managing people in work organizations. The programme is organized in such a manner that graduates will acquire knowledge, skills and attitudinal competences required for effective job performance as general and human resource officers at lower levels in organizations. It also provides the basics required to pursue further studies in management discipline.

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1</td>
<td>Semester 2</td>
</tr>
<tr>
<td>PUB 053 Principles and Functions of Management</td>
<td>QMS 080 Basic Mathematics and Applied Computing</td>
</tr>
<tr>
<td>DST 020 Introduction to Development Perspectives</td>
<td>PUB 012 Organizational Behaviour</td>
</tr>
<tr>
<td>PUB 070 Principles of Records Management and Office Procedures</td>
<td>PUB 065 Organizational Behavior and Diversity Management</td>
</tr>
<tr>
<td>PUB 055 Introduction to Public Administration</td>
<td>PUB 075 Stakeholders in Service Delivery</td>
</tr>
<tr>
<td>PUB 054 Introduction to Human Resource Management</td>
<td>PUB 087 Introduction to Industrial Relations and Labor Laws</td>
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<tr>
<td>10 cps</td>
<td>10 CPs</td>
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</tbody>
</table>

| Semester 1 | Semester 2 |
| ACC 098 Elements of Accounting and Financial Management | PUB 012 Organizational Behaviour |
| QMS 070 Elementary Mathematics and Statistics | BUS 012 Introduction to Customer Service Management |
| PUB 010 Supervisory Skills and Leadership Skills | PUB 026 Office Procedures and Records Management |
| PUB 014 Human Resource Management | PUB 013 Human Resource Training and Development |
| COM 050 Communication Skills in Management | LAW 036 Labour Law and Labour Relations |
| 10 cps | 10 cps |
7.3.8 Certificate in Local Government Management (LGMC)

Programme Objective and Description

This is a one year certificate course in local government administration for officers in lower levels in the local authorities. The programme runs for two semesters of 17 weeks each and requires students to successfully complete a total of 20 credit points. The programme introduces students to principles, functions, institutions and practices of local government administration. It also builds the administrative capacity and orients them to key issues and techniques of management in local government.

The program for a certificate in local government is based on the recognition that lower level management staff is the technicians supporting middle and upper levels of management in local authorities. It is also designed to enable graduates to pursue a career in local government by getting the foundations necessary for further studies.

Programme Structure

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 017 Introduction to Local Government Management</td>
<td>BUS 012 Introduction to Customer Service Management</td>
</tr>
<tr>
<td>PUB 010 Supervisory skills and Leadership Skills</td>
<td>PUB 026 Office Procedures and Records Management</td>
</tr>
<tr>
<td>PUB 014 Human Resources Management</td>
<td>DST 010 Introduction to Rural Development</td>
</tr>
<tr>
<td>COM 050 Communication Skills in Management</td>
<td>ACC 094 Basic Accounting and Financial Management in the Public Sector</td>
</tr>
<tr>
<td>QMS 070 Basic Mathematics and Statistics</td>
<td>LAW 034 Introduction to Local Government Laws</td>
</tr>
<tr>
<td>10cps</td>
<td>10cps</td>
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</tbody>
</table>

7.4 Post Graduate Programmes

Masters Programme offered by School of Public Administration and Management are designed for both local as well as international students. All master degree programmes run for eighteen months of full time studies except Master of Science in Health Monitoring (MSc HME) and Masters of Research and Public Policy (MRPP) that run for two years. The programmes combine state of the art and student centered learning methodologies of lectures and seminars, group work, case studies and syndicates. Currently 7 different Masters programmes are offered on full time basis. The programmes prepare the graduates for carrier opportunities across organizations, countries, culture as well as seasons. They are intended to serve both private and public sector Organization. To make the programmes international, they have been benchmarked across universities and professional institutions and students expected to acquire competencies similar to any other equivalent degree programme worldwide.

General Admission requirements for the Postgraduate Degrees Programmes

i) A candidate for admission into the master’s degree shall hold at least a second class bachelor’s degree from a recognized institution of higher learning or
ii) A second class advanced diploma or equivalent qualifications obtained in at least three (3) years of study or
iii) A professional qualification such as ACCA, CPA (T), MD, CSP, MCIPS or their equivalent from recognized professional bodies.
iv) A candidate with PASS degree will also be considered upon producing evidence of having obtained an examined post graduate or professional qualification from recognized Learning Institution.
v) A candidate who holds unclassified degrees should have an average credit of B or above.
vii) A candidate holding a degree whose classification is not easily distinguishable by the university shall be required to have his or her qualifications clarified by the Tanzania Commission for University (TCU) before being considered for an admission.
vii) Applicants for MSc HME must have at least 2 years of experience in health or a health-related field or have worked as M&E Managers/Officers. Shortlisted candidates shall attend an interview conducted at the main campus.

PhD programme is offered by the School and is regulated by the Post graduate programme regulations and guidelines. Prospecting students can apply by filling in application forms which are available at Mzumbe University postgraduate office or can be downloaded from Mzumbe University website. The fee structure and other cost of studies and living are revised from time to time and they are also indicated in the application forms.

7.4.1 Master of Science in Human Resource Management (MSc. HRM)

Programme Objectives

The objective of the programme is to train and produce human resource managers who are strong in both theory and practice. Essentially, these will be human resource managers who will be able to use human resource management theories, methods, procedures, techniques and tools and human resource professional practices for better management of human resource functions in organisations. The programme will equip graduates with competencies required in proactively developing better human resource management strategies in contemporary organisations. The emphasis is on strategic approach to managing human resources through innovation, creativity, flexibility, nurturing, mentoring and team working systems and practices. This will help the organization to develop and sustain a culture of organizational commitment and excellence.

The applicant must have background knowledge in Public Administration, Political Science, Sociology and management related disciplines

Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>SEMESTER III</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 534: Organisational Behaviour</td>
<td>PUB 521: Advanced Human Resource</td>
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</tr>
<tr>
<td></td>
<td>Management</td>
<td></td>
</tr>
<tr>
<td>PUB 570: Strategic Management</td>
<td>PUB 620: Social Science Research Methods</td>
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</tr>
<tr>
<td>PUB 537: Managerial and Leadership Skills</td>
<td>PUB 625: Management Control and Information Systems</td>
<td></td>
</tr>
<tr>
<td>ML 530: Industrial Relations and Labour Laws</td>
<td>Elective</td>
<td></td>
</tr>
</tbody>
</table>

**Electives**

- PUB 510: Training and Development
- PUB 650: Organisational Development
- PUB 515: Performance management
7.4.2 Master of Science in Local Government Management

Programme Objectives

The objective of this programme is to expose students to knowledge on the current developments in local government management and emerging implications on institutional frameworks, service delivery and best practices. The programme will equip students with skills and competencies required to take the role as heads of departments and directors working in local authorities in a manner that reflects strong commitment to service provision to citizens as customers by demonstrating high degree of professionalism. An applicant has to prove proficiency in both oral and written English and should have background studies in Public Administration, Political Science, and Sociology, local government Management, Education and Law will be preferred.

Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>SEMESTER III</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 540</td>
<td>ACC 580</td>
<td></td>
</tr>
<tr>
<td>Local Government Management</td>
<td>Local Government Finance</td>
<td></td>
</tr>
<tr>
<td>PUB 600</td>
<td>PUB 620</td>
<td></td>
</tr>
<tr>
<td>Public Policy Analysis</td>
<td>Social Science Research Methods</td>
<td></td>
</tr>
<tr>
<td>ML 505</td>
<td>PUB 533</td>
<td></td>
</tr>
<tr>
<td>Local Government and Administrative</td>
<td>Rural and Urban Governance</td>
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</tr>
<tr>
<td>Laws</td>
<td></td>
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<tr>
<td>PUB 520</td>
<td>PUB 610</td>
<td></td>
</tr>
<tr>
<td>Principles and Practices of Human</td>
<td>Management of Social and Economic</td>
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</tr>
<tr>
<td>Resource Management</td>
<td>Services</td>
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<tr>
<td>PUB 545</td>
<td>ELECTIVE</td>
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<tr>
<td>Management Control and Information</td>
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<tr>
<td>System</td>
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</table>

Electives:
PUB 650: Organisational Development
PUB 670: Comparative Local Governments
DST 530: Participatory Development Planning

7.4.3 Master of Health Systems Management (MHSM)

Programme Objectives

The programme is designed to build the capacity of the graduate student to think outside the box in relation to challenges facing health systems in developing countries and beyond. It intends to enable the student avoid “cook book” solutions and put the student in the middle of action, forcing him/her to be analytical, innovative and creative in managing health systems and utilize the knowledge and skills to solve problems facing different health systems. Thus the programme aims at enhancing the graduate student’s capacity to design and implement strategic, innovative and cost effective learning and development solutions that are responsive to organizational and personal needs and goals. An applicant should have background knowledge in Public Administration, Sociology, and Health related organizations will be preferred.
# Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>SEMESTER III</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 762</td>
<td>BUS 530</td>
<td>DISSECRATION</td>
</tr>
<tr>
<td>Human Resource Management for Health Systems</td>
<td>Marketing Strategies for Health Services</td>
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</tr>
<tr>
<td>PUB 763</td>
<td>PUB 781</td>
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</tr>
<tr>
<td>Strategic Management of Health Systems</td>
<td>Health Systems Research</td>
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<tr>
<td>ACC 610</td>
<td>PUB 760</td>
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<tr>
<td>Financial Management and Accounting</td>
<td>Health Policy and Planning</td>
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<tr>
<td>ECO 750</td>
<td>LAW 620</td>
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<tr>
<td>Health Economics</td>
<td>Legal Aspect of Health Systems Management</td>
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</tr>
<tr>
<td>PUB 780</td>
<td>ELECTIVE</td>
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</tr>
<tr>
<td>Epidemiology &amp; Biostatistics</td>
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</tr>
</tbody>
</table>

## Electives

- PUB 630: Public Sector Governance
- PUB 610: Management of Social & Economic Services
- PUB 536: Strategic Health Psychology

### 7.4.4 Master of Public Administration (MPA)

#### Programme Objectives

The MPA programme aims at the acquisition and application of scientific knowledge of governance and administration to public sector management. The program purpose is to prepare students to take managerial roles in the public domain. The program further aims at preparing students to be able to relate theoretical issues with practical experiences and use such relationship to analyse critical issues and problems in public administration in developing countries particularly Africa and Tanzania. At the end of the programme students will be equipped with competencies required in proactively developing better strategies in contemporary public management. The main clients for this programme are students from developing countries who will work in public sector – but applicants from other parts of the world are also welcome and encouraged. An applicant should have background knowledge in Public Administration, Political Science, Sociology, Education and Law will be preferred.
Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>SEMESTER III</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB 500: Public Administration</td>
<td>PUB 630: Public Sector Governance</td>
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</tr>
<tr>
<td>PUB 600: Public Policy Analysis</td>
<td>PUB 620: Social Science Research Methods</td>
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</tr>
<tr>
<td>ML 501: Administrative Law</td>
<td>ACC 540: Public Sector Planning and Budgeting</td>
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</tr>
<tr>
<td>PUB 545: Management Control &amp; Information System</td>
<td>ELECTIVE</td>
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</table>

PUB 670: Comparative Local Governments
PUB 650: Organisational Developments
PUB 510: Human Resources Development

7.4.5 Master of Science in Health Monitoring and Evaluation (MSc HME)

Programme Objectives

This is a two years programme, three semesters in in-door class and one semester for Monitoring and Evaluation field project. This programme provides students with graduate level education in the discipline of monitoring and evaluation. The program equips students with knowledge, skills and competences required for effective job performance as M&E officers within health-focused organizations and entities. In addition, it builds their capacity in implementing monitoring and evaluation components and orients them to the application of these components to respond to organizational problems related to information and programmes, with a focus of using M&E to improve the quality of both.
## Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I CP</th>
<th>SEMESTER II CP</th>
<th>SEMESTER III CP</th>
<th>SEMESTER IV CP</th>
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<tbody>
<tr>
<td>ME 601</td>
<td>9.3</td>
<td>ME 605</td>
<td>5.6</td>
</tr>
<tr>
<td>Introduction to Public Health and Health Systems</td>
<td>Economic Evaluation Methods in Health</td>
<td>ME 610</td>
<td>Health Management and Leadership</td>
</tr>
<tr>
<td>ME 602</td>
<td>9.3</td>
<td>ME 606</td>
<td>9.3</td>
</tr>
<tr>
<td>Epidemiology</td>
<td>Interpreting and Using Evaluation Findings</td>
<td>ME 611</td>
<td>Introduction to Biostatistics</td>
</tr>
<tr>
<td>ME 603</td>
<td>18.6</td>
<td>ME 607</td>
<td>9.3</td>
</tr>
<tr>
<td>Introduction to Health M&amp;E*</td>
<td>Evaluation Methods: Quantitative</td>
<td>ME 612</td>
<td>Qualitative Analysis</td>
</tr>
<tr>
<td>ME 604</td>
<td>9.3</td>
<td>ME 608</td>
<td>9.3</td>
</tr>
<tr>
<td>Health Management Information Systems</td>
<td>Evaluation Methods: Qualitative</td>
<td>ME 613</td>
<td>Introduction to Ethics in Healthcare</td>
</tr>
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<td></td>
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<td>ME 609</td>
<td>13</td>
</tr>
<tr>
<td>Data Management*</td>
<td></td>
<td>ME 614</td>
<td>Health Care Strategic Management</td>
</tr>
<tr>
<td>ME 609</td>
<td>46.5</td>
<td>ME 614</td>
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<td>46.5</td>
<td>46.5</td>
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</table>

* Includes Field Project seminar

### 7.4.6 Master of Research and Public Policy (MRPP)

#### Programme Objectives

The programme is run for two years and is designed to equip the students with three competencies, namely, Common Competencies which shall enable them to understand different conceptual and methodological approaches to social science research, and appropriate various theoretical and conceptual approaches to the formation and analysis of public policy issues. Secondly, capacity to design and execute policy oriented research for those in academia and research organization, and third, for those in policy development, management and implementation, competencies to apply policy analysis tools to key public policy issue and utilize evidence based research results.

The MRPP programme identifies the sequence of learning experiences involving courses, field experiences and thesis. It allows students to develop competencies consistent with two career pathways, the research and policy practice for the students primarily interested in research/teaching and those wishing to use research to influence, inform or shape public policy as policy practitioners respectively.
The MRPP network is formed by twelve (12) universities from six (6) countries across Africa. Such Universities include University of Botswana (Botswana), University of Ghana (Ghana), Egerton University (Kenya), Maseno University (Kenya), University of Ibadan (Nigeria), University of Jos (Nigeria), University of Lagos (Nigeria), University of Sierra Leone (Sierra Leone), University of Dar es Salaam (Tanzania), Mzumbe University (Tanzania), Uganda Christian University (Uganda) and Uganda Martyrs University (Uganda).

### Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>SEMESTER III</th>
<th>SEMESTER IV</th>
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</thead>
<tbody>
<tr>
<td>F1 Qualitative Research Methods for Public Policy</td>
<td>F6 Economic for Public Policy</td>
<td>F8 Research, Policy and Public Interface</td>
<td>F11 Thesis Seminars</td>
</tr>
<tr>
<td>F2 Quantitative Research Methods for Public Policy</td>
<td>F7 Ethics in Research and Public Policy</td>
<td>F9 Gender, Social Diversity, Equity and Public Policy</td>
<td>Thesis Work</td>
</tr>
<tr>
<td>F3 Public Policy Development and Analysis</td>
<td>Research Pathway</td>
<td>F10 Leadership and Public Policy</td>
<td>Thesis Work</td>
</tr>
<tr>
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<td>Policy Pathway</td>
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<tr>
<td></td>
<td>C1 Advanced Qualitative Methods</td>
<td>C3 Applied Policy Analysis</td>
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<td></td>
<td>C2 Advanced Quantitative Methods</td>
<td>C4 Contemporary Issues in Public Policy</td>
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<td></td>
<td>C5 Political Economy of Public Policy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C6 Global Context of Public Policy</td>
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<tr>
<td>E1-University Specific Electives (Optional)</td>
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<tr>
<td>E2-University Specific Electives (Optional)</td>
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</tbody>
</table>

**Note:**

1. Concentration course elective: Students choose 3 of the 6 offered.
   - Those in the research pathway must take a minimum of 2 research courses on of which must be C1 or C2
   - Those in the policy pathway must take a minimum of 2 policy courses one of which must be C3
2. Thesis proposals will be developed as part of course requirements for C1, C2 or C3 and will be approved by the end of semester 2
3. The long break will be used for field experience and thesis data collection for students so that they can continue their thesis work in semester 3 and get completed in semester 4
4. University specific electives can be offered in semester 3 and 4 in those universities who choose to do so
5. Workshops in specific soft skills areas (e.g., IT, presentation skills, negotiation skills, communication skills) will be offered outside course time

### 7.4.7 Master of Leadership and Management (MLM)

#### Programme Objectives

The MSc in Leadership and Management programme run for 18 months, 17 weeks for each semester. The Programme is designed to prepare participants to serve as professional leaders and managers both in private and public setting. It equips participants with the competencies, knowledge, skills and attitudes required to lead and manage organizations. This includes preparing participants to be able to make appropriate decisions, develop innovative approaches to work, develop practical skills and be able to solve problems with the goal of strengthening organizational performance in terms of delivering services demanded by their clients more responsively and accountably.

#### Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>SEMESTER III</th>
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</thead>
<tbody>
<tr>
<td>PUB 532 Leadership Theory and Practice</td>
<td>PUB 652 Service Management</td>
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<tr>
<td>PUB 543 Organization Theory</td>
<td>PUB 621 E-Governance,</td>
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<tr>
<td>ACC 5111 Finance for Managers</td>
<td>LOG 5611 Procurement Theory and Systems</td>
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<tr>
<td>PUB 5012 Organization Behaviour and Human Resource Management</td>
<td>PUB 620 Social Science Research Methods</td>
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</tr>
<tr>
<td>PUB 539 Governance and Ethics</td>
<td>ELECTIVE</td>
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</tr>
</tbody>
</table>

**Electives:**
PUB 663: Public Private Partnerships
PUB 570: Strategic Management
Law 500: Administrative Law

### 7.4.8 PhD Programme

The School of Public Administration of Mzumbe University offers a minimum of three years PhD degree. The general objective of the programme is to train candidates to become independent international researchers in line with the current and future requirements for research, supervision and dissemination of knowledge in the areas of public administration and management

### 7.5 Course Offered by School of Public Administration

BUS 012: Introduction to Customer Service Management
LAW 036: Labour Law and Labour Relations
DST 010: Introduction to Rural Development

52
LAW O34: Introduction to Local Government Laws
ACC 094: Basic Accounting and Financial Management in the Public Sector
PUB 010: Supervisory and Leadership Skills
PUB 012: Organizational Behaviour (2 credit points)
PUB 013: Human Resources Training & Development (2 credit points)
PUB 014: Human Resources Management (2 credit points)
ACC 098: Elements of Accounting and Financial Management
PUB 017: Introduction to Local Government Management
QMS 070: Elementary Mathematics and Statistics
COM 050: Communication skills in Management
PUB 026: Office Procedures and Records Management
PUB 113: Principles of Management (2 credit points)
PUB 120: Introduction to Sociology
PUB 124: Introduction to Public Administration
PUB 126: Introduction to Office and Records Management
PUB 129: Ethics and Good Governance
PUB 212: Human Resources Development
PUB 215: Applied Public Administration
PUB 216: Organization Behaviour (2 credit points)
PUB 217: Industrial Relations and Legislations (2 credit points)
PUB 220: Social Science Research Methods
PUB 221: Health Systems Research (2 credit points)
PUB 223: Health Sector Strategies (2 credit points)
PUB 224: Principles of Human Resource Management (2 credit points)
PUB 226: Fundamentals of Recruitment and Selection
PUB 227: Public Policy Analysis
PUB 228: Human Resource Planning and Budgeting (2 credit points)
PUB 234: Epidemiology and Biostatistics
PUB 236: Social and Economic Service Management
PUB 232: Strategic Management (2 credit points)
PUB 323: Managing Partnerships in Public Services (2 credit points)
PUB 324: Performance and Reward Management (2 credit points)
PUB 325: Methods of Health Sector financing (2 credit points)
Pub 321: Strategic negotiation and mediation
PUB 326: Human Resource Management Information Systems
DST 100: Development Perspectives
LAW 101: Introduction to Administrative Law
LAW 103: Health Care Laws
QMS 100: Basic Applied Mathematics and Statistics
COM 100: Communication Skills in Management
ECO 123: Introduction to Economics
BUS 210: Customer Service Management
BUS 310: Introduction to Business Management
ECO 327: Project Planning and Management
PUB 328: International Human Resource Management
ACC 281: Basic Accounting and Financial Management
ACC 285: Financial Management and Control in the Public Sector
DST 201: International Relations
PUB 320: Managing Intergovernmental Relations
ICT 200: Data Management
PUB 204: Archives Management I
PUB 202: Records Management I
PUB 233: Specialized Records Management
PUB 203: Records Management II
PUB 205: Archives Management II
PUB 338: Institutional Framework on Records and Archives Management
DST 210: Community Participation in Development
LAW 303: Local Government Laws
PUB 331: Rural and Urban Development Management
PUB 128: Health Systems Management
PUB 218: Human Management for Health Systems
ECO 206: Health Economics
PUB 225: Health Policy and Planning
PUB 243: Health Psychology
ECO 307: Project Planning and Management in Health
PUB 329: Emergencies and Disaster Management in Health
PUB 335: NGOs in Development
PUB 337: International Health (2 credit points)
PUB 534: Organizational Behaviour
PUB 570: Strategic Management
PUB 537: Managerial and Leadership Skills
PUB 530: Industrial Relations and Labour Laws
PUB 521: Advanced Human Resource Management
PUB 515: Performance Management
PUB 540: Local Government Management
ML 505: Local Government & Administrative Laws
ACC 580: Local Government Finance
PUB 533: Rural and Urban Governance
PUB 650: Organization Development
PUB 670: Comparative Local Government
PUB 530: Participatory Development Planning
PUB 500: Public Administration
PUB 600: Public Policy Analysis
ML 501: Administrative Law
PUB 625: Management Control and Information Systems
PUB 620: Social Science Research Methods
ACC 540: Public Sector Budgeting and Planning
PUB 610: Management of Social and Economic Services
PUB 510: Human Resource Training & Development
PUB 762: Human Resource Development
PUB 763/ME 614: Strategic Management of Health Systems
ACC 610: Financial Planning and Budgeting.
ECO 750: Health Economics
DST 530: Participatory Development Planning
PUB 780: Epidemiology & Biostatistics
BUS 530: Marketing Strategy for Health Services
PUB 781: Health Systems Research
PUB 760: Health Policy and Planning
LAW 620: Legal Issues in Health Systems
PUB 630: Public Sector Governance
PUB 536: Strategic Health Psychology
ME 601: Introduction to Public Health and Health Systems
ME 602: Epidemiology
ME 603: Introduction to Health M&E*
ME 604: Health Management Information Systems
ME 605: Economic Evaluation Methods in Health
ME 606: Interpreting and Using Evaluation Findings
ME 607: Evaluation Methods: Quantitative
ME 608: Evaluation Methods: Qualitative
ME 609: Data Management*
ME 610: Health Management and Leadership
ME 611: Introduction to Biostatistics  
ME 612: Qualitative Analysis  
ME 613: Introduction to Ethics in Healthcare  
PUB 532: Leadership Theory and Practice  
PUB 543: Organization Theory  
ACC 5111: Finance for Managers  
PUB 5012: Organization Behaviour and Human Resource Management  
PUB 539: Governance and Ethics  
PUB 652: Service Management  
PUB 621: E-Governance,  
LOG 5611: Procurement Theory and Systems  
PUB 620: Social Science Research Methods  
F1: Qualitative Research Methods for Public Policy  
F2: Quantitative Research Methods for Public Policy  
F3: Public Policy Development and Analysis  
F4: Governance and Politics of Public Policy  
F5: Social Science Foundations for Public Policy  
F6: Economic for Public Policy  
F7: Ethics in Research and Public Policy  
F8: Research, Policy and Public Interface  
F9: Gender, Social Diversity, Equity and Public Policy  
F10: Leadership and Public Policy  
F11: Thesis Seminars  
C1: Advanced Qualitative Methods  
C2: Advanced Quantitative Methods  
C3: Applied Policy Analysis  
C4: Contemporary Issues in Public Policy  
C5: Political Economy of Public Policy  
C6: Global Context of Public Policy  

7.6 School Staff

School Dean and Senior Lecturer  
Dr. Stella M. Kinemo  
ADPA, MPA (IDM-Mzumbe), PhD (SUA)

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Dr. Wilhelm Leonard  
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Elizabeth J .Landa  
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Anosisye Kesale  
*BPA –LGM (MU), MPP & ED (YU-Korea)*

Anna Linje  
*BA –Rural .Dev (SUA), MSc LGM (MU)*
8 FACULTY OF LAW

Introduction

8.1 Introduction

The Faculty of Law was established in August 2002. The Faculty focuses on the administration of justice by providing opportunities for the acquisition, development and preservation of knowledge and skills in the legal area, through training, research and professional services. The Faculty of Law runs undergraduate and postgraduate programmes, namely, Certificate in Law, Diploma in Law, LL.B, LL.M and PhD programmes. In particular, the Faculty strives to achieve the following:

(a) To enhance knowledge in the administration of justice by encouraging both the academic staff and students to learn and seek knowledge and truth.

(b) To produce highly educated and adequately trained experts for the administration of justice, but who are also well prepared to use the acquired skills for self-employment and the manning of key positions in both the public and private sectors.

8.2 Specific Faculty Admission Requirements for Different Undergraduate Studies

Programmes

Following the University general admission requirement, the following are additional faculty specific entry requirements:

Bachelor Degree programmes

(a) Direct entry qualification for Bachelor of Laws

The applicant must hold at least two (2) principal passes and one subsidiary in any subject at the Advanced Certificate of Secondary Education Examination (ACSEE). In any case where the principal passes do not include English, the applicant must have obtained a credit pass in English Language in the Ordinary Certificate of Secondary Education.

(b) Equivalent entry qualification

A Diploma in Law of at least a second class level awarded by Mzumbe University or any other accredited institution.

OR

The applicant must hold a Certificate in Law of at least Second Class Level awarded by Mzumbe University. In addition, an applicant must also have completed form VI with at least 3.5 points in the advanced level certificate.

(c) Mature Age Entry qualification

(i) Applicants must be 25 years of age or older, in the year in which admission is sought and the applicant must have attended and passed tests in extra mural classes, residential courses or courses offered by adult education centre or college recognized by an approved authority. OR must have post-secondary school work experience of not less than four (4) years.

(ii) Applicant must have obtained at least two (2) credit passes including English Language in the Ordinary Certificate of Secondary Education and

(iii) Applicant must sit and pass Mzumbe University Mature Age Entry Examination.
Certificate in Law Programme (CL)
Applicant must have passed in at least five (5) subjects in the Ordinary Certificate of Secondary Education provided that the passes include English Language.

Diploma in Law Programme
Applicants for admission into the Diploma in Law programme of the Mzumbe University must be holders of:
(i) Certificate in Law of at least a Second class level from an accredited institution.
OR
(ii) Advanced level of Secondary Education (“A” level) of at least one principal level pass. The principal pass must be in English. Where the principal pass does not include English in the Advanced Certificate of Secondary Education, applicant must have passed with a credit in English Language at the Ordinary Certificate of Secondary Education (“O-level”).

Certificate in Law Programme (CL)
Applicant must have passed in at least five (5) subjects in the Ordinary Certificate of Secondary Education provided that the passes include English Language.

8.3 Undergraduate Degree Programmes

8.3.1 Bachelor of Laws (LL.B.)
Programme Objective and Description
The Faculty of Law offers a Bachelor of Laws degree based on a combination of taught courses and a dissertation. The programme involves full-time study for three years, each year being divided into two semesters. In total, there are six semesters to be covered before one graduates, and each semester carries the weight of twelve (12) credit points. The long vacation after completing second year studies is devoted to students’ field attachment, and the purpose is to enable students to merge the theoretical knowledge gathered in the classroom with the practical life beyond the classrooms. At the end of the field work, each student is required to produce LL.B dissertation/research report. At the end of the programme, graduates will be able to serve in the legal system; provide legal services both in the public and private sectors of their countries and analyze legal documents for legal opinion, both to individuals and the public.

Programme Structure

<table>
<thead>
<tr>
<th></th>
<th>YEAR 1</th>
<th>YEAR 2</th>
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<td>LAW 225 Law of Torts II</td>
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<td>LAW 221 Land Law II</td>
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<td>LAW 230 Law of Succession and Trust</td>
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<td>LAW 234 Civil Procedure I</td>
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<td>LAW 235 Civil Procedure II</td>
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<td>LAW 320 Jurisprudence &amp; Legal Theory I</td>
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<td>LAW 323 Alternative D. Resolution</td>
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<td>LAW 324 Civil Procedure I</td>
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<td>LAW 320 Jurisprudence</td>
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**IC\(T\) 111**  
Introduction to information technology

**DST 100**  
Development perspectives

**LAW 224**  
Tax law

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<tr>
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</table>

**ELECTIVES:**

LAW 329: Legal Aspects of International Trade and Investment  
LAW 330: Competition Law  
LAW 332: Intellectual Property Law  
LAW 333: International Humanitarian Law  
LAW 334: Refugee Law  
LAW 335: Insolvency Law  
LAW 336: International Criminal Law  
LAW 337: Environmental Law  
LAW 338: Criminology and Penology  
LAW 339: Local Government Law  
LAW 340: Banking Law  
LAW 341: Insurance Law  
LAW 342: Media Law  
LAW 343: Law of the Child  
LAW 344: Information and Communication Technology (ICT) Law  
LAW 345: Health Law  
LAW 346: Human Right Law  
LAW 347: Social Security Law  
LAW 349: Law of the Child  
LAW 350: Sale of Goods & Agency

### 8.3.2 Diploma in Law

**Programme Objective and Description**

This is a two-year programme, four semester programme lasting 17 weeks each semester. The Programme requires candidates to successfully complete 47 credit points including field work which has to take place between the two years. The programme aims at equipping students with fundamentals of various fields of the law in order to prepare them for middle level positions as judicial officers, administrative officers and legal officers who are well prepared to cope with the socio-economic changes in their country.

**Programme Structure**

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
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</thead>
<tbody>
<tr>
<td><strong>SEMINAR I</strong></td>
<td><strong>SEMINAR II</strong></td>
</tr>
<tr>
<td>LAW 020 Legal Method</td>
<td>LAW 018 Legal systems and constitution</td>
</tr>
<tr>
<td>LAW 037 Law of Evidence I</td>
<td>LAW 038 Law of Evidence II</td>
</tr>
<tr>
<td>LAW 019 Criminal Law</td>
<td>LAW 021 Criminal Procedure</td>
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<td>LAW 022 Law of Contract</td>
<td>LAW 039 Civil Procedure I</td>
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<td>LAW 026 Family Law</td>
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<td>10 cps</td>
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</table>
8.3.3 Certificate in Law

Programme Objective and Description

This is a one year, two semester programme, running for 17 weeks each semester. The program requires candidates to successfully complete a total of 25 credit points including field work which is to take place between the two semesters. It is a practical, job oriented programme which prepares candidates to work as Primary Court Magistrates, legal technicians or clerical persons with legal background in the Judicial Department or Law firms/organizations.

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
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<tbody>
<tr>
<td><strong>LAW 011</strong> Civil Procedure</td>
<td><strong>LAW 016</strong> Legal Principles relating to Land/Contract/Tort law</td>
</tr>
<tr>
<td><strong>LAW 012</strong> Criminal Law</td>
<td><strong>LAW 010</strong> Criminal Procedure</td>
</tr>
<tr>
<td><strong>LAW 014</strong> Family Law</td>
<td><strong>LAW 045</strong> Criminology and Penology</td>
</tr>
<tr>
<td><strong>LAW 013</strong> Law of Evidence</td>
<td><strong>LAW 46</strong> Managing Legal Records</td>
</tr>
<tr>
<td><strong>LAW 017</strong> Introduction to Constitutional &amp; Administrative law</td>
<td><strong>LAW 015</strong> Basic Human rightsLaw</td>
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<td>10CP</td>
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</tbody>
</table>

8.4 Graduate Programmes

8.4.1 Master of Laws (LL.M) Degree Programmes

Programme Objectives and Description

The LL.M Degree Programme is intended to train law graduates and provide them with a deeper understanding of the law and other relevant legal skills that will enable students to pursue the cause of justice in respect of persons (natural and legal) who need legal assistance on various matters. At the end of the programme the graduates will be equipped with the skills necessary for a variety of careers in the legal profession.

8.4.2 Entry Requirements

A candidate for admission to LL. M. Program in the Faculty of Law of the Mzumbe University shall hold at least a second class in the first degree in Law, or a lower class than that plus a postgraduate Diploma in Law awarded by Mzumbe University or any other University recognized by the Tanzania Commission for Universities (TCU).
8.4.3 Programme Structures

The programme will be taught in full-time mode only which will comprise of 68 weeks, i.e., 18 months. There will be two teaching semesters and the third term will be devoted to the student producing a supervised dissertation. The teaching model is designed to give students more time to reflect on the content of their courses and to engage more effectively in private study. The structure allows for the spread of contact time for five hours per week comprised of three lecture hours and two seminar hours. The LL.M programme comprises three taught core courses and one taught optional course selected from a range of options available in the respective semester as well as a significant research component involving a Master’s dissertation ranging between 60–150 pages, excluding appendices. Currently, the faculty offers the following specialised LL.M programmes.

8.4.4 Master of Laws in Commercial Law (LL.M - Commercial Law)

Programme Objectives

The Master’s degree programme in Commercial Law (LL.M – Commercial Law) is intended to train law graduates and provide them with deeper understanding of the law and other relevant legal skills that will enable students to pursue the legal course of justice in respect of persons (natural and legal) on various matters. In particular the programmes will enable students to:

- Build up an analytical mind for solving legal problems
- Solve or undertake any appropriate legal action on legal problems
- Provide legal advice in appropriate cases including the implementation of different development programmes
- Acquire appropriate legal skills necessary for scientific investigation of facts

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
<th>Semester III</th>
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</thead>
<tbody>
<tr>
<td>ML 500</td>
<td>ML 522</td>
<td>ML 548</td>
</tr>
<tr>
<td>Legal Research</td>
<td>Banking and Finance</td>
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<tr>
<td>Methodology</td>
<td>Law</td>
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<tr>
<td>ML 520</td>
<td>ML 523</td>
<td>FIELD RESEARCH</td>
</tr>
<tr>
<td>Advanced Law of Contract</td>
<td>Law on Investment and Security</td>
<td>AND DISSERTATION</td>
</tr>
<tr>
<td>ML 521</td>
<td>ML 524</td>
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<tr>
<td>Advanced Company Law</td>
<td>International Trade Law</td>
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<tr>
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<tr>
<td>16 CP</td>
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<td>16 CP</td>
</tr>
</tbody>
</table>

ELECTIVES:
ML 525: Transport Law
ML 526: Intellectual Property Law
ML 527: Insurance Law
ML 528: International Commercial Arbitration
ML 529: E-Commerce Law
ML 530: International Taxation Law
ML 531: Competition Law
8.4.5 Master Of Laws In International Law (LL.M – International Law)

Programme Objectives

The Master’s degree programme in International Law (LL.M – International Law) is intended to train law graduates and provide them with deeper understanding of the law and other relevant legal skills that will enable students to pursue the legal course of justice in respect of persons (natural and legal) on various matters. In particular the programmes will enable students to:

- Build up an analytical mind for solving legal problems
- Solve or undertake any appropriate legal action on legal problems
- Provide legal advice in appropriate cases including the implementation of different development programmes
- Acquire appropriate legal skills necessary for scientific investigation of facts

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
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<th>Semester III</th>
</tr>
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<tbody>
<tr>
<td>ML 500 Legal</td>
<td>ML 511 International Law of War and Neutrality</td>
<td>ML 548 FIELD RESEARCH AND DISSENTATION</td>
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<tr>
<td>Methodology Research</td>
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<td>ML 510 Private International Law</td>
<td>ML 512 International Environmental Law</td>
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<td>ML 514 Public International Law</td>
<td>ML 513 International Criminal Law</td>
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<td>16 cps</td>
<td>16 cps</td>
<td>16 cps</td>
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</tbody>
</table>

ELECTIVES:
ML 515: Law of Air and Outer Space
ML 516: International Humanitarian Law
ML 517: International Refugee Law
ML 518: International Law of the Child
ML 519: Law of International Organizations
ML 541: International Human Rights Law
ML 542: International Law of the Sea

8.4.6 Master of Laws (In Constitutional and Administrative Law)

Programme Objectives

The Master’s degree programme in Constitutional and Administrative Law (LL.M – Constitutional and Administrative Law) is intended to train law graduates and provide them with deeper understanding of constitutional and administrative law issues and other relevant legal skills that will enable students to pursue the legal course of justice in respect of persons (natural and legal) on various matters. In particular the programme will enable students to:

- Build up an analytical mind for solving constitutional and administrative legal problems
- Solve or undertake any appropriate legal action on constitutional and administrative legal problems
• Provide legal advice in appropriate cases including the implementation of different development programmes
• Acquire appropriate legal skills necessary for scientific investigation of facts

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
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<th>Semester III</th>
</tr>
</thead>
<tbody>
<tr>
<td>ML 500 Legal Research Methodology</td>
<td>ML 503 Constitutional Law of Tanzania</td>
<td>ML 548 Field Research And Dissertation</td>
</tr>
<tr>
<td>ML 501 Principles of Constitutional Law</td>
<td>ML 504 Administrative Law II</td>
<td></td>
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<tr>
<td>ML 502 Administrative Law I</td>
<td>ML 505 Comparative Constitutional Law</td>
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<tr>
<td>Elective</td>
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<tr>
<td>16 cps</td>
<td>16 cps</td>
<td>16 cps</td>
</tr>
</tbody>
</table>

Electives:
ML 506: Local Government Law
ML 507: Legal Systems of the World
ML 508: E-Governance Law
ML 509: The East African Community Law

8.5 Doctor of Philosophy (PhD)
The PhD Degree Programme is intended to train law graduates in specific areas of specialization and provide them with a deeper understanding of the law, research skills and other relevant legal skills that will enable students to become experts in a particular field of law and be able to pursue the course of justice in respect of persons (natural and legal) who need legal assistance on various matter

8.6 Course Listing
LAW 010: Criminal Procedure
LAW 011: Civil Procedures
LAW 012: Criminal Law
LAW 013: Law of Evidence
LAW 014: Family Law
LAW 015: Basic Human Rights Law
LAW 016: Legal Principles relating Land/Contract/Tort Law
LAW 017: Introduction to constitutional & administrative & administrative
LAW 018: Legal Systems and Constitution
LAW 019: Criminal Law
LAW 020: Legal Methods
LAW 021: Criminal procedure
LAW 022: Law of contract
LAW 024: Law of torts I
LAW 026: Family Law
LAW 025: Law of Torts II
LAW 027: Land Law
LAW 028: Administrative Law
LAW 029: Labour Law
LAW 030: Corporate Law
LAW 031: Law of succession and Trust
LAW 032: Criminology and Penology
LAW 033: Commercial Law
LAW 034: Basic Local Government Law
LAW 035: Probate and administration of estate
LAW 036: Customary and Islamic Law
LAW 037: Law of Evidence I
LAW 038: Law of Evidence II
LAW 039: Civil Procedure I
LAW 040: Civil Procedure II
LAW 041: General Principles of Business Law I
LAW 046: Managing Legal Records
LAW 100: General principles of Law
LAW 101: Introduction to Law
LAW 102: Administrative Law
LAW 103: Legal Aspects of Health
LAW 104: Administrative Law
LAW 105: Mercantile Law I
LAW 106: Mercantile Law II
LAW 107: Labour Law
LAW 108: Commercial Law
LAW 120: Legal Method I
LAW 121: Legal Method II
LAW 122: Criminal Law
LAW 123: Criminal Procedure
LAW 124: Law of Contract I
LAW 125: Law of Contract II
LAW 126: Legal Systems EA
LAW 127: Constitutional Law
LAW 128: Law of Torts I
LAW 220: Land Law I
LAW 221: Land Law II
LAW 222: Law of Evidence I
LAW 223: Public International Law
LAW 224: Tax Law
LAW 225: Law of Torts II
LAW 226: Administrative Law I
LAW 227: Administrative Law II
LAW 228: Law of Evidence II
LAW 229: Legal Research
LAW 303: Labour Law and Labour Relations
LAW 230: Law of Succession and Trust
LAW 320: Jurisprudence & Legal Theory I
LAW 321: Jurisprudence & Legal Theory II
LAW 322: Legal Skills
LAW 323: Alternative Dispute resolution
LAW 324: Civil Procedure I
LAW 325: Civil Procedure II
LAW 326: Private International Law
LAW 327: Law of Business Association
LAW 328: Family Law
LAW 329: Legal Aspects of International Trade and Investment
LAW 330: Competition Law
LAW 331: Labour Law
LAW 332: Intellectual Property Law
LAW 333: International Humanitarian Law
LAW 334: Refugee Law
LAW 335: International Law
LAW 336: International Criminal Law
LAW 337: Environmental Law
LAW 338: Criminology and penology
LAW 339: Local Government Law
LAW 340: Banking Law
LAW 341: Insurance Law
LAW 342: Media Law
LAW 343: Law of the child
LAW 344: Information and Communication Technology (ICT) Law
LAW 345: Health Law
LAW 346: Human Right Law
LAW 347: Social Security Law
LAW 349: Law of the sea
LAW 350: Sales and goods & agency
ML 500: Legal Research Methodology
ML 501: Principles of constitutional Law
ML 502: Administrative Law I
ML 503: Constitutional Law of Tanzania
ML 504: Administrative Law
ML 505: Comparative constitutional Law
ML 506: Local Government Law
ML 507: Legal Systems of the World
ML 508: E-Governance Law
ML 509: The East African Community Law
ML 510: Private International Law
ML 514: Public International Law
ML 511: International Law of war and neutrality
ML 512: International environmental law
ML 513: International criminal law
ML 515: Law of air and outer space
ML 516: International humanitarian law
ML 517: International refugee law
ML 518: International Law of Child
ML 519: Law of International Organizations
ML 520: Advanced Law of contract
ML 521: Advanced Company Law
ML 522: Banking and Finance Law
ML 523: Law of Investment and security
ML 524: International Trade Law
ML 525: Transport Law
ML 526: Intellectual Property Law
ML 527: Insurance Law
ML 528: International Commercial Arbitration
ML 529: E-Commerce Law
ML 530: International Taxation Law
ML 531: Competition Law
ML 541: International Human Rights Law
ML 542: International Law of the Sea
LAW 500: Administrative Law
LAW 505: Local government and Administrative Laws
LAW 530: Industrial relations and labour laws
LAW 540: Legal aspects of environmental management
LAW 620: Legal aspects of Health Care
LAW 5112: Corporate Law of Governance
LAW 5411: Business Law

8.7 Faculty Staff

Dean and Associate Professor,
Cyriacus S.M. Binamungu, Certificate in Philosophy, Kibosho Moshi, LL.B. Hons (UDSM), PGD (UWE- Bristol), LL.M. (Commercial Law) (Aberdeen-Scotland), PhD (OUT), Advocate of the High Court and Subordinate Courts.

Associate Dean and Lecturer
Martin P. Massawe LL.B Hons (UDSM), LL.M (Maritime Law) (Oslo), Advocate of the High Court and Subordinate Courts

Department of Economic Law
Head of Department and Assistant Lecturer
Mwajuma Kadilu LL.B (UDSM), LL.M (UDSM) Advocate of the High Court and Subordinate Courts.

Department of Constitutional and Administrative Law
Head of Department and Lecturer
Ignas Seti Punge LL.B Hons (UDSM), LL.M (Constitutional and Administrative Law) (Cape Town), Advocate of the High Court and Subordinate Courts

Department of Civil and Criminal Law
Head of Department and Lecturer
Martin P. Massawe LL.B Hons (UDSM), LL.M (Maritime Law) (Oslo), Advocate of the High Court and Subordinate Courts

Department of International Law
Head of Department and Lecturer
Innocent L. Mgeta LL.B (MU), LL.M (Mercantile Law) (Stellenbosch), Advocate of the High Court and Subordinate Courts.

Academic Staff List

Professors:
Abdul Rayees Khan BA (Osmania), LL.B. (Osmania), MA (Osmania), LL.M. Osmania, PhD in Law (Osmania), (On contract).
Vijay Ghormade LL.B (Nagpur), LL.M. (Pune) Ph.D (Delhi), (On contract)
Professor Padma Sabaya BSC, (Osmania), LL.B (Osmania), LL.M. (Osmania), M.Phil (JNU, New Delhi) PhD (K.U.), (On contract).
**Associate Professor(s)**

Cyriacus S.M Binamungu  
Certificate in Philosophy (Kibosho-Moshi), LL.B. (Hons) (UDSM), PGD (UWE-Bristol), LL.M. (Commercial Law) (Aberdeen), PhD (OUT).

**Senior Lecturer(s):**

Dr. Eleuter G. Mushi  
LL.B (UDSM), LL.M. (Law in Development) (Warwick), PhD (MU), Advocate of the High Court and Subordinate Courts.

**Lecturers:**

Benjamin Jonas  
LL.B Hons (UDSM), LL.M (Human Rights and Democratization in Africa) (Pretoria), Advocate of the High Court and Subordinate Courts.

Ferdinand M. Temba  
LL.B (MU), LL.M (Labour Law) (Cape Town), Advocate of the High Court and Subordinate Courts (On PhD Studies).

Hanifa Massawe  
L.B (MU), LL.M (Mercantile Law) (Stellenbosch), Advocate of the High Court and Subordinate Courts (on PhD studies).

Innocent L. Mgeta  
LL. B (MU), LL.M (Mercantile Law) (Stellenbosch), Advocate of the High Court and Subordinate Courts.

Julius Cosmas  
LL.B (UDSM), LL.M (Stellenbosch), PhD (Cape Town), Advocate of the High Court and Courts Subordinate.

John Ombella  
LLB (MU), LLM (International Trade and Investment Law (Western Cape), Advocate of the High Court and Subordinate Courts.

John Ubena  
LL.B (MU), LL.M (in Law and IT) (Stockholm), PhD (Stockholm), Advocate of the High Court and Subordinate Courts. (On PhD studies)

Laurent Agola  
ADMA (IDM), LLB. (UDSM), LL.M (Commercial Law) (Glasgow Strathclyde) (On PhD studies)

Martin P. Massawe  
LL.B (Hons) (UDSM), LL.M (Maritime Law) (Oslo), Advocate of the High Court and Subordinate Courts.

Ignas Seti Punge  
LL.B (Hon) (UDSM), LL.M (Constitutional and Administrative Law) (Cape Town), Advocate of the High Court and Subordinate Courts

**Assistant Lecturers:**

Charles W.M. Marwa  
LL.B (MU), LL.M (International Law) (MU)
Ines Kajiru  LL.B (MU), LL.M (Commercial Law) (MU)

January Nkobogo  LL.B (UDSM), LL.M (UDSM) Advocate of the High Court and Subordinate Courts.

Jonas E. Nkya  LL.B (MU), LL.M (Constitutional and Administrative Law) (MU) Advocate of the High Court and Subordinate Courts.

Mwajuma Kadilu  LL.B (UDSM), LL.M (UDSM) Advocate of the High Court and Subordinate Courts.

Saraphina M. Bakta  Dipl. (MU), LL.B (MU), LL.M (Cape Town) Advocate of the High Court and Subordinate Courts (On PhD studies)

Thobias Mnyasenga  LL.B (MU), LL.M (Constitutional and Administrative Law) (MU) (On PhD studies)

Isabela Warioba  LL.B (MU), LL.M (Human Rights and Democratization in Africa) (Pretoria), Advocate of the High Court and Subordinate Court.

Edward K. Prosper  LL.B (MU) LL.M (Commercial Law) (Cape Town)

Rosemary Mukama  LL.B (RU CO), LL.M (Finance and Banking Law) (RU CO).

Deogratias Mapendo,  Diploma in Philosophy, (Kibosho), LL.B. (SAUT), LL.M (Human Rights) (SAUT).

**Tutorial Assistants:**

Amina Natepe  LL.B. (MU) Advocate of the High Court and Subordinate Courts.

Lukiko Lukiko  LL.B. (MU)
9 SCHOOL OF BUSINESS

9.1 Introduction
The School of Business was established in January, 2011. It offers Bachelor’s degrees, Master’s Degrees and PhD in the fields of Accounting, Finance, Business Administration, Marketing, Entrepreneurship, Procurement and Logistics Management. Currently, the school offers the following undergraduate and postgraduate programmes: Bachelor of Accounting and Finance (Majoring in Business Sector and Public Sector); Bachelor of Business Administration (majoring in; Marketing; Entrepreneurship; Procurement and Logistics Managements); Master of Science (Majoring in Accounting and Finance; Entrepreneurship; Marketing; Procurements and Logistics Managements) and Masters of Business Administration (Corporate Management).

The School also provides consultancy and training services in the fields of business to government institutions such as local governments’ authorities, ministries and government departments. In the private sectors various companies benefits from the consultancies, and training offered by the members of academics of the school in Tanzania and abroad. The School has links to local professional boards such as National Board of Accountants and Auditors (NBAA-T), The Procurement and Supplies Professional and Technicians Board (PSPTB). Internationally the School is a member to the Association of African Business Schools (AABS).

In line with the vision and mission of Mzumbe University, the School is committed to developing highly qualified graduates in the areas mentioned above with the capacity and competence to manage and promote entrepreneurial development efforts both at national and at international level. This will be achieved through providing demand driven curriculum that equips students with both theoretical and practical tools necessary for analyzing and solving business problems. The School is also committed to developing individuals with ethical and professional attitudes and behaviour.

9.2 School Admission Requirements

9.2.1 Bachelor of Accounting and Finance with options in:
- Business Sector (BAF - BS)
- Public Sector (BAF – PS)

(a) Direct Entry Qualification
(i) At least two principal level passes and one subsidiary in the Advanced Certificate Secondary Education (A-Level).
(ii) Where the principals passed do not include Advanced Mathematics or Bookkeeping, or Commerce, candidates must have obtained a pass in Mathematics, or Commerce or Book-keeping in their Certificate of Secondary Education (o’ level) or, its Equivalent.

(b) Equivalent Entry Qualifications
Applicants must have obtained at least three (3) credit passes at O-level and either:
Diploma of at least Second Class in Accountancy or Statistics or business administration or Education with major in mathematics or Accountancy or Commerce from accredited institutions

9.2.2 Diploma in Accountancy
Applicant for admission into the Diploma in Accountancy of the Mzumbe University must hold:

n) A certificate in Accountancy of at least second class level from a registered institution
o) An Advanced Certificate of Secondary Education (ACSE) with principal level passes in Mathematics or Commerce or Accountancy.
Where the principal pass is not in Mathematics or Commerce or Accountancy in the Advanced Certificate of Secondary Education, the applicant must have credit in Basic Mathematics or Commerce or Book-keeping in the Ordinary Certificate of Secondary Education.

9.2.3 Certificate in Accountancy
Applicants must hold at least one principal level pass in the Advanced Certificate of Secondary Education (A-Level) provided the pass is in Advanced Mathematics or Accountancy or Book-keeping or Commerce or Economics or Entrepreneurship

OR
Applicants must hold at least three credits in Ordinary Certificate of Secondary Education (O-Level) provided the passes include English and Mathematics or Accountancy, or Book-keeping or Commerce or Economics or Entrepreneurship.

9.2.4 Bachelor of Business Administration with option in:
- Marketing Management
- Entrepreneurship Development

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

(b) Equivalent Entry Qualifications
(i) Applicant should hold either a Diploma in Business Administration with major in marketing or entrepreneurship of at least second class level

9.2.5 Diploma in Business Administration
Applicant for admission into the Diploma in Business Administration of the Mzumbe University must hold:

(v) A certificate in Business Management or Administration of at least second class level from a registered institution.

(vi) An Advanced Certificate of Secondary Education (ACSE) with principal level pass in Mathematics or Commerce or Accountancy.

(vii) Where the principal pass is not in Mathematics or Commerce or Accountancy in the Advanced Certificate of Secondary Education, the applicant must have credit in Basic Mathematics or Commerce or Book-keeping in the Ordinary Certificate of Secondary Education.

9.2.6 Business Management Certificate (BMC)
Applicant must have passed in at least five (5) subjects in the Ordinary Certificate of Secondary Education provided that the passes include Basic Mathematics or Commerce or Book-keeping.

9.2.7 Bachelor of Business Administration - Procurement and Logistics Management (PLM)
(a) Direct Entry Qualification
The applicant must hold at least two principal level passes and one subsidiary in the Advanced Certificate of Secondary Education (ACSE). If none of those two principal and subsidiary passes is in Advanced Mathematics, then applicant must have a subsidiary in Basic Applied mathematics at A-Level and a credit in Basic Mathematics at “O” level.
(b) Equivalent Entry Qualifications
The applicant must hold a diploma in Business Administration with major in Procurement or Materials Management or Logistics, or Supplies of at least Second Class level from an accredited Institution.

9.2.8 Diploma in Procurement and Supply Chain Management
The minimum requirements for entry to the programme are as follows:

(i) One Principal pass at A-Level.
(ii) Three passes of Grade C at O-Level.
(iii) A certificate with a second class pass in procurement and logistics management programme (or its equivalent) of Mzumbe University or any other recognized institution of learning/training.

9.2.9 Certificate in Logistics Management (CLM)
Applicant must have passed in at least five (5) subjects in the Ordinary Certificate of Secondary Education provided that the passes include Basic Mathematics or Commerce or Book-keeping.

9.2.10 Graduate Degree Programmes
General minimum entry qualifications are;

(i) Each Master’s programme (MBA or MSc) requires that an applicant should have
   – At least a Second Class First degree or an Advanced Diploma from a recognized higher learning institution or equivalent qualifications
   – A professional qualification recognized by professional bodies [e.g. CPA(T), CPSP (T) etc]
(ii) Specific to Executive MBA:
   – Applicants should in addition have at least five years of managerial experience
(iii) Specific to mainstream MBA:
   – Applicants should in addition have at least three years managerial experience
(iv) Specific to each MSc program
   – Applicants should have their First Degree disciplines that are relevant to the desired MSc. Specialization
   – Experience shall be an added advantage

9.3 Undergraduate Programmes

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

In recognition of its value, quality and strength, this programme has received professional accreditation from the NBAA and ACCA, thereby giving our graduates privileged exemptions on respective professional exams.
Programme Structure

<table>
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<tr>
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<th>YEAR 1</th>
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<tbody>
<tr>
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<td>Micro Economics</td>
<td>ACC 101</td>
<td>Financial Accounting I</td>
<td>ACC 202</td>
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<tr>
<td>ACC 100</td>
<td>Introductory Accounting</td>
<td>ECO 101</td>
<td>Macro Economics</td>
<td>ACC 211</td>
<td>Costing and Management Accounting I</td>
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<tr>
<td>LAW 107</td>
<td>Business Law</td>
<td>PUB 201</td>
<td>Principles of Management Organization behavior</td>
<td>ACC 231</td>
<td>Auditing and Assurance services I</td>
</tr>
<tr>
<td>COM 101</td>
<td>Study Skills and Business Communication</td>
<td>DST 101</td>
<td>International Cooperation Development</td>
<td>ACC 252</td>
<td>Banking and Financial Services</td>
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FIELD ATTACHMENT

|       |                      |                      |                      |       |                      |
|       |                      | ACC 251 | Managerial Finance | ACC 203 | Financial Accounting III |
|       |                      | ACC 202 | Financial Accounting II | ACC 391 | Public Finance and Taxation |
|       |                      | ACC 222 | Costing and Management Accounting II | BUS 380 | Entrepreneurship and SME Management |
|       |                      | ACC 232 | Auditing and Assurance services II | BUS 360 | Strategic Management & Consultancy Skills |
|       |                      | BUS 280 | Fundamentals of Business Research Methods | QMS 203 | Quantitative Techniques |

9.3.2 Bachelor of Accounting and Finance - Public Sector (BAF – PS)

Programme Objectives

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

Like the BAF-BS, the value, quality and strength of this programme are noteworthy from having professional accreditation from the NBAA and ACCA, thereby giving our graduates privileged exemptions on respective professional exams.
Programme Structure

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<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
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<tbody>
<tr>
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<td><strong>Semester II</strong></td>
<td><strong>Semester II</strong></td>
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<tr>
<td>QMS 104</td>
<td>ACC 154</td>
<td>ICT 265</td>
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<tr>
<td>Business Mathematics and Statistics</td>
<td>Public Sector Accounting and Finance I</td>
<td>Application of ICT in Business Decisions</td>
</tr>
<tr>
<td>ECO 100</td>
<td>ACC 101</td>
<td>ACC 202</td>
</tr>
<tr>
<td>Micro Economics</td>
<td>Financial Accounting I</td>
<td>Financial Accounting II</td>
</tr>
<tr>
<td>ACC 100</td>
<td>ECO 101</td>
<td>ACC 221</td>
</tr>
<tr>
<td>Introductory Accounting</td>
<td>Macro Economics</td>
<td>Costing and Management Accounting I</td>
</tr>
<tr>
<td>LAW 107</td>
<td>PUB 201</td>
<td>ACC 241</td>
</tr>
<tr>
<td>Business Law</td>
<td>Principles of Management Organization behavior</td>
<td>Public Sector Auditing and Assurance Services I</td>
</tr>
<tr>
<td>COM 101</td>
<td>DST 101</td>
<td>ACC 252</td>
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<tr>
<td>Study Skills and Business Communication</td>
<td>International Cooperation Development</td>
<td>Banking and Financial Services</td>
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<tr>
<td>10 CP</td>
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</tr>
</tbody>
</table>

| **Semester I**        | **Semester II**       | **Semester II**       |
| ACC 251               | ACC 361               | ACC 391               |
| Managerial Finance    | International Finance | Public Finance and Taxation |
| ACC 203               | ACC 355               | ACC 360               |
| Financial Accounting III | Public Sector Accounting and Finance II | Strategic Management & Consultancy Skills |
| ACC 222               | ACC 242               | QMS 203               |
| Costing and Management Accounting II | Public Sector Auditing and Assurance Services II | Quantitative Techniques |
| 10 CP                  | 10 CP                 | 10 CP                 |

9.3.3 Bachelor of Business Administration – (Marketing Management)

Programme Objectives

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

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
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<tbody>
<tr>
<td><strong>Semester I</strong></td>
<td><strong>Semester II</strong></td>
<td><strong>Semester I</strong></td>
</tr>
<tr>
<td>ECO 111 Micro-Economics</td>
<td>ECO 112 Macroeconomics</td>
<td>BUS 230 Sales Management</td>
</tr>
<tr>
<td>LAW 104 Commercial Law</td>
<td>BUS 110 Introduction to Marketing</td>
<td>BUS 235 Consumer Behaviour</td>
</tr>
<tr>
<td>COM 100 Communication Skills</td>
<td>DST 101 Development Perspectives and International Cooperation</td>
<td>COM 200 Business Communication</td>
</tr>
<tr>
<td><strong>10 CP</strong></td>
<td><strong>10 CP</strong></td>
<td><strong>10 CP</strong></td>
</tr>
</tbody>
</table>

### Electives
- BUS 355: Marketing communication
- BUS 315: Social marketing
- DST 300: Gender perspectives and Environmental Management

#### 9.3.4 Bachelor of Business Administration – (Entrepreneurship Development)

**Programme Objectives**

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

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEMESTER I</td>
<td>SEMESTER II</td>
<td>SEMESTER I</td>
</tr>
<tr>
<td>QMS 104 Business Mathematics and Statistics</td>
<td>BUS 110 Introduction to Marketing</td>
<td>BUS 225 Business Planning</td>
</tr>
<tr>
<td>PUB 113 Human Resource Management</td>
<td>BUS 120 Fundamentals of Entrepreneurship</td>
<td>LOG 100 Elements of Supply Chain Management</td>
</tr>
<tr>
<td>LAW 104 Commercial Law</td>
<td>ECO 101 Macro Economics</td>
<td>ACC 271 Cost Accounting</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
<td>Electives</td>
</tr>
</tbody>
</table>

**Electives**
- **BUS 260** - Essentials of Service marketing
- **BUS 340** - Branding Management
- **BUS 355** - Marketing Communication

### 9.3.5 Bachelor of Business Administration – (Procurement and Logistics Management)

#### Programme Objectives

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

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
<th>Semester I</th>
<th>Semester II</th>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>QMS 104 Business Mathematics and Statistics</td>
<td>LOG 100 Introduction to Supply Chain Logistics</td>
<td>LOG 200 Procurement Principles and Management</td>
<td>LOG 210 Procurement and Stock Auditing</td>
<td>LOG 300 Supply Chain Management</td>
<td></td>
</tr>
<tr>
<td>COM 101 Study Skills and Business Communication</td>
<td>ACC 170 Basic Financial Accounting</td>
<td>ACC 273 Managerial Accounting and Finance</td>
<td>LOG 240 Inventory Management and Control</td>
<td>LOG 350 International Procurement</td>
<td></td>
</tr>
<tr>
<td>PUB 113 Principles of Management</td>
<td>ECO 101 Macro Economics</td>
<td>QMS 203 Quantitative Techniques</td>
<td>LOG 230 Procurement in Public Sector</td>
<td>POM 310 Production and Operations Management</td>
<td></td>
</tr>
<tr>
<td>10CP</td>
<td>10CP</td>
<td>10CP</td>
<td>10CP</td>
<td>10CP</td>
<td>10CP</td>
</tr>
</tbody>
</table>

### 9.3.6 Diploma in Accountancy

#### Programme Objective

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

<table>
<thead>
<tr>
<th>YEAR ONE</th>
<th>YEAR TWO</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEMESTER 1</td>
<td>SEMESTER 2</td>
</tr>
<tr>
<td>COM 071 Business Communication Skills</td>
<td>DST 020 Introduction to Development Perspectives</td>
</tr>
<tr>
<td>QMS 080 Business Mathematics and Statistics</td>
<td>LAW 041 Principles of Business Law</td>
</tr>
<tr>
<td>ECO 060 Introduction to Microeconomics</td>
<td>ECO 061 Introduction to Macroeconomics</td>
</tr>
<tr>
<td>ACC 091 Cost Accounting</td>
<td>BUS 075 Business Research and Reporting</td>
</tr>
<tr>
<td>10CP</td>
<td>10CP</td>
</tr>
</tbody>
</table>

### 9.3.7 Diploma in Business Administration

**Programme Objectives**

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

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEMESTER I</td>
<td>SEMESTER II</td>
</tr>
<tr>
<td>COM 071 Communication skills</td>
<td>DST 020 Introduction to Development Perspective</td>
</tr>
<tr>
<td>QMS 080 Business Mathematics and Statistics</td>
<td>LAW 041 Principles of Business Law</td>
</tr>
<tr>
<td>ACC 092 Introduction to Financial Accounting</td>
<td>BUS 060 Elements of Strategic Management</td>
</tr>
<tr>
<td>BUS 055 Innovation Management</td>
<td>BUS 075 Business Research and Reporting</td>
</tr>
<tr>
<td>ECO Elements of Economics</td>
<td>BUS 080 Fundamentals of Service Marketing</td>
</tr>
<tr>
<td>10CP</td>
<td>10CP</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 050 Essentials of Marketing</td>
<td>POM Basics of total Quality Management</td>
</tr>
<tr>
<td>ICT 091 Introduction to Information and Communication Technology</td>
<td>LOG 065 Basics of International Marketing</td>
</tr>
<tr>
<td>BUS 085 Introduction to business planning and small business management</td>
<td>PUB 020 Management Skills and practice</td>
</tr>
<tr>
<td>BUS 070 Entrepreneurship Skills and Enterprise development</td>
<td>LOG 051 Introductory logistics and Supply chain Management</td>
</tr>
<tr>
<td>ACC 096 Corporate Finance</td>
<td>BUS 095 E-commerce</td>
</tr>
<tr>
<td>5CP</td>
<td>10CP</td>
</tr>
</tbody>
</table>

9.3.8 Diploma in Procurement and Supply Chain Management

Programme Objective

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

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

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 060</td>
<td>ACC 061</td>
</tr>
<tr>
<td>Book-Keeping and Accounting</td>
<td>Accounts Basic Financial and Auditing</td>
</tr>
<tr>
<td>QMS 070</td>
<td>ACC 084</td>
</tr>
<tr>
<td>Elements of Business Mathematics &amp; Statistics</td>
<td>Basic Cost Accounting</td>
</tr>
<tr>
<td>ACC 086</td>
<td>ACC 087</td>
</tr>
<tr>
<td>Public Sector Accounting and Financial Procedures</td>
<td>Elements of Taxation and Economics</td>
</tr>
<tr>
<td>COM 050</td>
<td>LOG 090</td>
</tr>
<tr>
<td>Business Communication</td>
<td>Commercial Knowledge and Materials Management</td>
</tr>
<tr>
<td>PUB 011</td>
<td>QMS 020</td>
</tr>
<tr>
<td>General Principles of Management</td>
<td>Micro Computer Application</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 071</td>
<td>LOG 025</td>
</tr>
<tr>
<td>Business Communication Skills</td>
<td>Procurement Principles and Techniques</td>
</tr>
<tr>
<td>QMS 080</td>
<td>LAW 041</td>
</tr>
<tr>
<td>Business Mathematics and Statistics</td>
<td>Principles of Business Law</td>
</tr>
<tr>
<td>ACC 071</td>
<td>LOG 075</td>
</tr>
<tr>
<td>Introduction to Financial Accounting</td>
<td>Storekeeping and Warehousing Management</td>
</tr>
<tr>
<td>LOG 051</td>
<td>BUS 075</td>
</tr>
<tr>
<td>Introductory Logistics and Supply Chain Management</td>
<td>Business Research and Reporting</td>
</tr>
<tr>
<td>ECO 080</td>
<td>DST 020</td>
</tr>
<tr>
<td>Elements of Economics</td>
<td>Introduction to Development Perspectives</td>
</tr>
<tr>
<td>10CP</td>
<td>10CP</td>
</tr>
</tbody>
</table>
9.3.10 Business Management Certificate

Programme Objectives

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

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>QMS 070</td>
<td>BUS 030</td>
</tr>
<tr>
<td>Business Maths and Statistics</td>
<td>Strategic Management</td>
</tr>
<tr>
<td>COM 050</td>
<td>POM 040</td>
</tr>
<tr>
<td>Business Communication</td>
<td>Productions and Operations Management</td>
</tr>
<tr>
<td>PUB 011</td>
<td>ACC 070</td>
</tr>
<tr>
<td>General Principles of Management</td>
<td>Business Accounting</td>
</tr>
<tr>
<td>ECO 020</td>
<td>BUS 020</td>
</tr>
<tr>
<td>Business Economics</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>LOG 030</td>
<td>ICT 020</td>
</tr>
<tr>
<td>Elements of Supply Management</td>
<td>Micro Computer Application</td>
</tr>
<tr>
<td>10 CP</td>
<td>10 CP</td>
</tr>
</tbody>
</table>

9.3.11 Certificate in Logistics Management

Programme Objectives

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

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOG 101</td>
<td>BUS 020</td>
</tr>
<tr>
<td>Elements of Materials Management</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>COM 050</td>
<td>BUS 040</td>
</tr>
<tr>
<td>Business Communication</td>
<td>Production and Operations Management</td>
</tr>
<tr>
<td>PUB 018</td>
<td>LOG 060</td>
</tr>
<tr>
<td>Organization Behavior</td>
<td>Store-Keeping and Procedure</td>
</tr>
<tr>
<td>QMS 070</td>
<td>LOG 070</td>
</tr>
<tr>
<td>Business Maths and Statistics</td>
<td>Purchasing Principles</td>
</tr>
<tr>
<td>ACC 090</td>
<td>TCT 020</td>
</tr>
<tr>
<td>Business Accounting</td>
<td>Micro Computer Application</td>
</tr>
<tr>
<td>10 CP</td>
<td>10 CP</td>
</tr>
</tbody>
</table>
9.4 Graduate Programmes

9.4.1 MBA (Corporate Management)

Programme Objectives

The programme is designed to provide job-based training to future corporate managers to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled corporate managers who can greatly contribute in undertaking key corporate roles and strategies through gathering, analyzing, interpreting and communicating corporate information that can facilitate decision making and successfully achieve organization objectives.

Programme Structure

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1 (Oct. – Jan.)</td>
<td>Semester 11 (March – June)</td>
</tr>
<tr>
<td>ECO 5011 Managerial Economics</td>
<td>BUS 5112 International Business Management</td>
</tr>
<tr>
<td>BUS 5011 Marketing Management</td>
<td>PUB 5012 Organizational Behavior &amp; HRM</td>
</tr>
<tr>
<td>ACC 5111 Finance for Managers</td>
<td>BUS 5032 Business Research Methods</td>
</tr>
<tr>
<td>BUS 5021 Strategic Business Management</td>
<td>LAW 5112 Corporate Law &amp; Governance</td>
</tr>
<tr>
<td>POM 5011 Operations Management</td>
<td>BUS 5042 Theories of Entrepreneurship and small Business Management</td>
</tr>
</tbody>
</table>

9.4.2 MSc in Marketing Management

Programme Objectives

The programme is designed to provide job-based training to future professionals in marketing management to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled marketing managers who can greatly contribute in demonstrating a critical academic level of thinking; showing an academic understanding and an analysis of marketing theories, models and techniques; selecting, apply and adapt generic marketing theories, models and techniques appropriate for the Tanzanian context and other NEMs; and demonstrating analytical, planning, implementation and control competences in the marketing related functions.
Programme Structure

<table>
<thead>
<tr>
<th>MSc in Marketing Management</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester I</strong></td>
</tr>
<tr>
<td>BUS 5011</td>
</tr>
<tr>
<td>Marketing Management</td>
</tr>
<tr>
<td>BUS 5511</td>
</tr>
<tr>
<td>International Marketing</td>
</tr>
<tr>
<td>BUS 5521</td>
</tr>
<tr>
<td>Marketing Communication</td>
</tr>
<tr>
<td>BUS 5021</td>
</tr>
<tr>
<td>Strategic Business Management</td>
</tr>
<tr>
<td>ECO 5011</td>
</tr>
<tr>
<td>Managerial Economics</td>
</tr>
</tbody>
</table>

9.4.3 MSc in Procurement and Supply Chain Management

Programme Objectives
The programme is designed to provide job-based training to future professionals in Procurement and Supply Chain Management to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled Procurement and Supply Chain managers who can greatly contribute in describing and applying relevant procurement and supply chain management techniques in achieving organizational decisions; and develop and organize procurement strategies, policies, procedural manuals related to procurement and supply chain management.
Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
<th>Semester III</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 5021 Strategic Business Management</td>
<td>LOG 5012 Strategic Procurement &amp; Supply Chain Management</td>
<td>DISSEPTION</td>
</tr>
<tr>
<td>ACC 5631 Procurement and Contracts Management</td>
<td>LOG 5652 Inventory and Stores Management System</td>
<td></td>
</tr>
<tr>
<td>LOG 5611 Procurement Theory and Systems</td>
<td>LOG 5652 e-Procurement &amp; e-Supply Chain Management</td>
<td></td>
</tr>
<tr>
<td>LOG 5621 National &amp; International Logistic</td>
<td>BUS 5032 Business Research Methods</td>
<td></td>
</tr>
<tr>
<td>POM 5011 Banking Management</td>
<td>BUS 5062 Services Marketing</td>
<td></td>
</tr>
</tbody>
</table>

9.4.4 MSc in Accounting and Finance

Programme Objectives
The programme is designed to provide job-based training to future accountants and finance specialists to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well-trained and skilled accountants and finance managers who can greatly contribute in helping to plan, execute and relate cutting-edge research to recent and prospective developments in accounting and finance-related disciplines. Overall, the programme focuses on producing graduates with profound analytical abilities in sound decision-making, designing accounting and management control information systems, and in managing finances and top managerial levels.
### Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
<th>Semester III</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 5211 Management Accounting</td>
<td>ACC 5032 International Finance</td>
<td></td>
</tr>
<tr>
<td>ACC 5011 Financial Reporting</td>
<td>ACC 5242 Advanced Financial Accounting</td>
<td></td>
</tr>
<tr>
<td>ACC 5221 Auditing and Assurance Services</td>
<td>ACC 5231 Financial Markets &amp; Instruments</td>
<td></td>
</tr>
<tr>
<td>ACC 5021 Corporate Finance</td>
<td>BUS 5032 Business Research Methods</td>
<td></td>
</tr>
<tr>
<td>BUS 5021 Strategic Business Management</td>
<td>ACC 5042: Practical Analysis of Financial Data</td>
<td></td>
</tr>
</tbody>
</table>

### Programme Objectives

**MSc in Entrepreneurship**

**Programme Objectives**

The programme is designed to provide job-based training to future entrepreneurship specialists to serve business at the local and international context. It is a professionally tailored program to meet the growing demand of well trained and skilled managers who can greatly contribute in helping to plan, execute and relate cutting-edge research to recent and prospective developments in entrepreneurship related discipline. i.e. applying networking theories in entrepreneurship development; evaluate institutional infrastructure surrounding entrepreneurship etc

**Programme Structure**

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
<th>Semester III</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 5011 Marketing Management</td>
<td>ACC 5412 Financial Management for Business Enterprises</td>
<td></td>
</tr>
<tr>
<td>BUS 5021 Strategic Business Management</td>
<td>BUS 5042 Theories of Entrepreneurship &amp; Small Business Management</td>
<td></td>
</tr>
<tr>
<td>BUS 5411 Venture Creation and Business Planning</td>
<td>BUS 5422 Creativity and Business Growth</td>
<td></td>
</tr>
<tr>
<td>ECO 5011 Managerial Economics</td>
<td>BUS 5032 Business Research Methods</td>
<td></td>
</tr>
<tr>
<td>LAW 5411 Business Law</td>
<td>BUS 5112 International Business Management</td>
<td></td>
</tr>
</tbody>
</table>
9.5 Doctor Of Philosophy Degree (PhD)

The Doctoral Degree in Accounting, Finance and Business Management at Mzumbe University focuses on the interdisciplinary area of Commerce and Business Management. Within these subjects area, there are numerous options for doctoral aspirants to direct their interests on specific functional specialized topics, including crosscutting issues.

The objectives of the programme are:

(i) To enable students conceptualize real world issues in the multidisciplinary subject areas of Accounting, Finance and Business Management as applied to profit and non-profit organizations.

(ii) To develop student’s analytical skills and ability in making critical judgments pertaining to research.

(iii) To enhance student’s ability for research and knowledge application in problem formulation, investigation and research analysis.

(iv) To contribute to existing knowledge base in Accounting, Finance and Business Management and allied areas.

9.6 Course Listing

ACC 060: Fundamentals of Accounting
ACC 061: Basic Financial Accounting and Auditing
ACC 070: Accounting for Managers
ACC 071: Basic Book-Keeping
ACC 080: Basic Local Government Accounting
ACC 081: Basic Local Government Finance I
ACC 082: Basic Local Government Finance II
ACC 083: Basic Government Accounting
ACC 084: Basic Cost Accounting
ACC 085: Principles of Local Government Finance
ACC 086: Basic Public Sector Accounting
ACC 087: Elements of Taxation and Economics
ACC 090: Basic Business Accounting
ACC 094: Basic Public Sector accounting
ACC 100: Introductory accounting
ACC 101: Financial Accounting I
ACC 102: Financial Accounting
ACC 154: Public Sector Accounting I
ACC 184: Government Accounting
ACC 185: Accounting for Lawyers
ACC 202: Financial Accounting II
ACC 203: Financial Accounting III
ACC 221: Cost and Management Accounting I
ACC 222: Cost Management Accounting II
ACC 231: Auditing I
ACC 232: Auditing II
ACC 242: Auditing and investigation
ACC 243: Public Sector Budgeting and Finance
ACC 244: Public sector budgeting, costing and accounting Packages
ACC 255: Public Sector Accounting
ACC 251: Management Finance
ACC 271: Cost and Management Accounting
ACC 272: Financial Management
ACC 281: Basic Public Sector Financial Management
ACC 286: Local Government Finance and budgeting
ACC 361: International Finance
ACC 341: Public Sector Auditing
ACC 380: Local Government Finance:
ACC 381: Government Accounts and Accounting Packages
ACC 382: Local Government Accounting
ACC 391: Taxation
ACC 405: Financial Management in Local Authorities
ACC 408: Accounting for Decision Making in Local Authorities
ACC 500: Accounting for Decision Making
ACC 510: Financial Management
ACC 530: Financial Statement Analysis
ACC 540: Management Control Systems
ACC 5011: Financial Reporting
ACC 5021: Corporate Finance
ACC 5032: International Finance
ACC 5034: Risk Management
ACC 5042: Practical Analysis of Financial data
ACC 5211: Management Accounting
ACC 5221: Auditing and Assurance Services
ACC 5242: Advanced Financial Accounting
ACC 5252: Management Control Systems
ACC 5231: Financial Markets and Instruments
ACC 5311: Banking Management
ACC 5331: Management of Risks in Banking
ACC 5322: Microfinance Theories and Practice
ACC 5111: Finance for Managers
ACC 5412: Financial Management for Business Enterprises
BUS 020: Basic Principles of Marketing
BUS 030: Strategic Management
BUS 110: Introduction to Marketing
BUS 120: Theories of Entrepreneurship
BUS 210: Customer Service Management
BUS 225: Business planning
BUS 230: Sales Management
BUS 255 Business Growth
BUS 260: Retailing and wholesaling management
BUS 270: Entrepreneurship and Small Business Development
BUS 275: Marketing for Small Enterprises
BUS 280: Marketing Research (2 credit points)
BUS 281: Research Methods for Entrepreneurs
BUS 300: Enterprises and Business Management
BUS 330: International Marketing
BUS 340: Strategic Marketing
BUS 360: Strategic Management and Consultancy Skills
BUS 401: Applied Marketing in Local Authorities
BUS 5032: Business Research Methods
BUS 5021: Strategic Business Management
BUS 5062: Services Marketing
BUS 5011: Marketing Management
BUS 5042: Theories of Entrepreneurship and Small Business Development
BUS 5112: International Business Management
BUS 5411: Venture Creation and Business Planning
BUS 5052: Consumer Behaviour
BUS 5422: Creativity and Business Growth
BUS 5511: International Marketing
BUS 5521: Marketing Communication
LOG 010: Element of Materials Management
LOG 030: Strategic Management (2 credit points)
LOG 050: Materials Management in Local Government
LOG 060: Storekeeping and procedures
LOG 070: Introductory Purchasing
LOG 090: Commercial Knowledge
LOG 100: Introduction to Materials Management
LOG 200: Purchasing Principles and Applications
LOG 205: Business Logistics
LOG 210: Stores and Warehouse Administration
LOG 240: Inventory Management and Control
LOG 250: Physical Distribution Management
LOG 300: Supply Management
LOG 350: International Procurement
LOG 580: Buying Policies and Systems
LOG 5611: Procurement theory and systems
LOG 5621: National and International Logistics
LOG 5631: Procurement and Contract Management
LOG 5642: Inventory and Stores Management Systems
LOG 5652: E-Procurement and E-Supply Chain Management
LOG 5012: Strategic Procurement and Supply Chain Management

9.7 School of Business Academic Staff

Dean and Senior Lecturer
Hawa Petro Tundui  
ADBA (IDM), SivilOkonom (Agder), MBA (Agder), PhD (Groningen)

Associate Dean and Lecturer
Mushumbusi Paul Kato -  
BBA (MU), MSc BA (VU Amsterdam), PhD (TU Berlin)

Department of Marketing and Entrepreneurship

Head of Department and Lecturer
Emmanuel Chao  
BBA (MU), MSc. (Agder), PhD (Agder)

Senior Lecturers:
Hawa Petro Tundui  
ADBA (IDM), SivilOkonom (Agder), MBA (Agder), PhD (Groningen)

Jaraj S.M. Kikula  
ADBA (IDM), MBA (RVB Maastricht School of Mgt.), PhD (SUA)

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Jasinta Msamula  
BBA (MU), MSc. (Agder), (On PhD studies)

Nicholaus Tutuba  
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Deogratius Kibona  
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Happines Mhiche  
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Department of Procurement & Logistics Management

Head of Department and Lecturer

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Sulemain Mohamed  
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Professor

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Harun Mapesa
ADCA (IDM), CPA (T), MSc. (UCE-Birmingham), PhD (SUA))

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MSc (Uppsala), PGCRT (Hull), PhD (Hull)

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Nsublicl Isaga
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Jema Myava
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Seif R. Muba  
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Falesy Mohamed Kibassa  
BAF (MU), MBA (UDSM), (on PhD Studies)

Severin Gasper Msaidi  
BAF (MU), MSc. AF (MU), CPA (T)

Moshi James  
BAF (MU), MSc. AF (MU), (on PhD studies)

Janeth Patrick  
BAF (MU), MSc. AF (MU), CPA (T), (on PhD studies)

Rocke Alex Muhabe  
BAF (MU), MSc. (Glasgow)

Pascal Daudi  
BAF (MU), MBA (UiA, Norway), (on PhD studies)

Pulkeria Pascoe  
BAF (MU), CPA (T), Msc. AF (MU)

Kennedy Aiko  
BAF (MU), Msc.AF (MU)

Francis Rilagonya  
BAF (MU), Msc.AF (MU)
10 FACULTY OF SCIENCE AND TECHNOLOGY

10.1.1 Introduction

The Faculty of Science and Technology was established in August 2002. It runs training programmes in information and communication technology management; production and operations management and applied statistics.

10.1.2 Admission Requirements for Different Undergraduate Degree and Non-Degree Programmes

Following the University general admission requirement, the following are additional faculty specific entry requirements:

10.1.3 Certificate in Information Technology (CIT)

Applicants for this degree programme should have already completed CSEE or equivalent as described in general Mzumbe University admission criteria. Specifically, for this course applicants should be possessing good grades on the following, in which knowledge in mathematics is compulsory.

Direct entry
• Graduate of certificate of secondary education, examination (CSEE) with at least three passes. The applicants must possess at least a “D pass” of basic mathematics at O-level.

10.1.4 Diploma in Information Technology (DIT)

Applicants for admission into Diploma in Information Technology (DIT) must be holders of:

i) Certificate in Information Technology (CIT) or any other certificate in Science or Engineering programmes whose courses involve Mathematics from an accredited institution. The applicant must have at least a second class level score in the certificate programme.

OR

ii) At least one principal pass of a science subject at advanced secondary level. If the principal pass is not advanced mathematics, then the applicant must have either a subsidiary of basic, applied mathematics or credit pass of mathematics at the Ordinary secondary level, a subsidiary at advanced secondary level, a “D” pass of additional mathematics at o-level or a “D” pass from in physics, chemistry or book-keeping at A-level.

10.1.5 Bachelor of Science in ICT with Business (B.Sc. ICT-B)

Direct entry
• Graduate of advanced certificate of secondary education, examination (ACSEE) with subject combination of PCM, PGM, EGM, or any other combination with advanced mathematics as a one of the major subjects. The applicants must possess at least a “Credit pass” of basic mathematics at O-level and at least “Principal pass” of advanced mathematics at A-level secondary school.

Equivalent entry
• Graduate of diploma in computer science or related discipline “with final score equivalent to an upper second of GPA system” and “with at least “Principal pass” grade of mathematics at A-level secondary school or at least “Credit pass” of mathematics at O-level secondary school”.

• Full technician certificate in computer science or related discipline with at least an average score of Band at least a “Credit pass” of mathematics at O-level
• Certificate of Information Technology of Mzumbe University or equivalent to that from other recognized institution with high grade of at least an upper second grade GPA and the applicants must possess at least a “Credit pass” of basic mathematics at O-level or at least “Principal pass” of mathematics at A-level secondary school

10.1.6 Bachelor of Science in ICT with Management (B.Sc. ICT-M)

Direct entry
• The applicant must hold at least two principal passes and one subsidiary in science subjects in the advanced certificate of secondary education (ACSE). If none of those two principal and subsidiary passes is in advanced mathematics, then the applicant must have a subsidiary in basic applied mathematics at A-level and a credit in basic mathematics at “O” level.

Equivalent entry
• The applicant must hold a diploma in computing science of at least second class level from an accredited institution
  OR
• The applicant must possess an appropriate certificate with an upper second class from Mzumbe University provided that the applicant has a total sum of at least two points in advanced certificate of secondary education
  OR
• The applicant must possess a full technician certificate in appropriate discipline from a recognized institution.

10.1.7 Bachelor of Science in Information Technology and Systems (B.Sc. in ITS)

Admission Requirements

Direct entry
• Graduate of advanced certificate of secondary education examination (ACSEE) with subject combination of PCM, PGM, EGM, or any other combination with advanced mathematics as a one of the major subject. The applicants must possess at least a “Credit pass” of basic mathematics at O-level and at least “Principal pass” of advanced mathematics at A-level secondary school.

Equivalent entry
• Graduate of diploma in computer science or related discipline “with final score equivalent to an upper second of GPA system” and “with at least “Principal pass” grade of mathematics at A-level secondary school or at least “Credit pass” of mathematics at O-level secondary school”.
• Full technician certificate in computer science or related discipline with at least an average score of Band at least a “Credit pass” of mathematics at O-level
• Certificate of Information Technology of Mzumbe University or equivalent to that from other recognized institution with high grade of at least an upper second grade GPA and the applicants must possess at least a “Credit pass” of basic mathematics at O-level or at least “Principal pass” of mathematics at A-level secondary school.
10.1.8 Bachelor of Science in Production and Operations Management

**Direct Entry Qualification**

The applicant must hold at least two principal passes and one subsidiary in science subjects in the advanced certificate of secondary education (ACSE). If none of those two principal and subsidiary passes is in advanced mathematics, then the applicant must have a subsidiary in basic, applied mathematics at A-level or a credit in basic Mathematics or “D” in additional mathematics at “O” level.

**Equivalent Entry Qualification**

- Diploma in Engineering with final score equivalent to an Upper Second Class of Grade Point Average (GPA) system.
  
  **OR**
  
- Diploma in any scientific discipline whose contents involves mathematics courses and with final scores equivalent to an Upper Second Class of Grade Point Average (GPA) system.
  
  **OR**
  
- Full Technician Certificate (FTC) in Engineering with at least an average score of B

**Mature Age Entry Qualifications:**

An applicant must meet the following conditions:

- Must be 25 years of age or older in the year in which admission is sought and must have post-secondary school work experience of not less than two (2) years.
- Must have obtained at least three credit passes in their Ordinary Certificate of Secondary Education, two of which must be Mathematics and English.
- Must have sat and passed the Mzumbe University mature age entry examination.

10.1.9 Bachelor of Science in Applied Statistics (B.Sc. Applied Statistics)

**Direct Entry Qualification**

An applicant must hold at least two principal level passes and one subsidiary in Science Subjects in the Advanced Certificate of Secondary Education (ACSE). If none of those two principal passes is in Advanced Mathematics, the applicant must have a subsidiary in Basic Applied Mathematics and a credit in Basic Mathematics at “O” level.

**OR**

**Equivalent Entry Qualification**

- A diploma of at least Second Class level in Statistics or related subjects from a accredited Institution.
  
  **OR**
  
- Certificate in Applied Statistics of at least second class level from Mzumbe University, provided that the applicant has a total sum of at least 3.5 points from two principal subjects in Advanced Certificate of Secondary Education (“A” Level).

**Mature Age Entry Qualification**

Applicants must be 25 years of age or older, in the year in which admission is sought and the applicant must have attended and passed tests in extra mural classes, residential courses or courses offered by the adult education centre or college recognized by an approved authority.
Applicants must have post-secondary school work experience of not less than four (4) years,

AND

• Applicants must have obtained at least two (2) credit passes in their Ordinary Certificate of Secondary Education, one of which must be Basic Mathematics and

• Applicants must have sat and passed the Mzumbe University mature age entry examination.

10.1.10 Diploma in Applied Statistics

• A Certificate of statistics with at least second class Division from Mzumbe university or any other recognized university/institution

OR

• Advanced Certificates of Secondary School Education (ACSSE) with at least two principal passes in science subjects. The principal pass must be in Mathematics. Where the principal pass does not include Mathematics in the Advanced Certificate of Secondary Education, applicants must have a credit in Basic Mathematics at the Ordinary Certificate of Secondary Education (“O-level”).

10.1.11 Certificate in applied statistics (CAS)

Applicants must have passed in at least five (5) subjects in the Ordinary Certificate of Secondary Education provided that the passes include Basic Mathematics.

10.2 Undergraduate degree Programmes

10.2.1 Certificate in Information Technology (CIT)

Programme Objective

Graduates from the certificate programme will be prepared to work in business and general organization environment providing services in terms of the following bundles of knowledge and expertise:

Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICT 010 Introduction to Information Technology</td>
<td>ICT 020 Website designing with HTML &amp; XML</td>
</tr>
<tr>
<td>COM 050 Business Communication</td>
<td>ICT 021 Fundamentals of Computer Programming</td>
</tr>
<tr>
<td>ICT 011 Database concepts with MS-Access</td>
<td>ICT 022 Fundamentals of Computer Networks</td>
</tr>
<tr>
<td>ICT 012 Fundamentals of Computer System Troubleshooting</td>
<td>ICT 023 Fundamentals of MIS</td>
</tr>
<tr>
<td>QMS 070 Elements of Business Mathematics and Statistics</td>
<td>ICT 024 Linear Algebra</td>
</tr>
<tr>
<td>10 CP</td>
<td>10 CP</td>
</tr>
</tbody>
</table>
10.2.2 Diploma in Information Technology (DIT)

Objectives
Designed to meet needs of employer and for self employment, holders of this diploma programme will be prepared to work in business and general organization environment providing services in terms of the following bundles of knowledge and expertise:

- Apply network design to home and small scale networks.
- Monitor and diagnose the operation of a complete IT infrastructure in order to detect faults and fix them accordingly.
- Assist in customizing and tuning applications for the needs of a business.

Programme Structure

<table>
<thead>
<tr>
<th>Year I</th>
<th></th>
<th>Field Practice</th>
<th>Year II</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I</td>
<td>Semester II</td>
<td></td>
<td>Semester I</td>
<td>Semester II</td>
<td></td>
</tr>
<tr>
<td>ICT 051</td>
<td>Introduction to Higher Level Programming</td>
<td>ICT 060</td>
<td>Linear Algebra</td>
<td>ICT 070</td>
<td>Introduction to Software Engineering</td>
</tr>
<tr>
<td>ICT 052</td>
<td>Introduction to Database System</td>
<td>ICT 061</td>
<td>Computer Networks</td>
<td>ICT 071</td>
<td>Computer Networks Administration</td>
</tr>
<tr>
<td>ICT 053</td>
<td>Calculus and Foundation Analysis</td>
<td>ICT 062</td>
<td>Maintaining Computer system</td>
<td>ICT 072</td>
<td>Designing of Web Driven Applications</td>
</tr>
<tr>
<td>COM 075</td>
<td>Business Communication Skills</td>
<td>ICT 063</td>
<td>Database Administration</td>
<td>ICT 073</td>
<td>Object Oriented Concepts</td>
</tr>
<tr>
<td>ICT 054</td>
<td>Basics of Operating systems</td>
<td>ICT 064</td>
<td>IT and Society</td>
<td>ICT 074</td>
<td>Discrete Mathematics</td>
</tr>
<tr>
<td>ICT 055</td>
<td>Introduction to Software Engineering</td>
<td>ICT 080</td>
<td>Network Operating System</td>
<td>ICT 081</td>
<td>Introduction to IT project Management</td>
</tr>
<tr>
<td>ICT 056</td>
<td>Computer Networks Administration</td>
<td>ICT 082</td>
<td>Final Year Project</td>
<td>ICT 083</td>
<td>Fundamentals of IT Security</td>
</tr>
<tr>
<td>ICT 057</td>
<td>Designing of Web Driven Applications</td>
<td>ICT 084</td>
<td>Elective</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Electives
- ICT 084: Fundamentals of Management Information Systems
- ICT 085: Techno-Entrepreneurship & Innovations
- ICT 086: Human Computer Interface Design

10.2.3 Bachelor of Science in ICT with Business (B.Sc. ICT-B)

Objectives
Graduates from the programme will be prepared to work in business and general organization environment, providing services in terms of the following bundles of knowledge and expertise:

- Apply network design to small and medium scale networks.
- Administer the operation of a complete IT infrastructure.
- Customize and tune applications for the needs of a business.
- Effective human computer interface design for application systems.
- Perform programming and system development activities
- Perform software engineering related tasks
- Capable of co-working while supported with computer networks
  - Capable of working as business managers and making business policies

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### Programme Structure

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester I</th>
<th>Semester II</th>
<th>Year II</th>
<th>Semester I</th>
<th>Semester II</th>
<th>Year III</th>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>DST100: Development Perspectives</td>
<td>ICT121: Object Oriented Programming with Java</td>
<td>ICT211: Systems and Software Engineering</td>
<td>ICT221: Web applications design and implementation with PHP or JSP</td>
<td>ICT312: Management of IT projects</td>
<td>ICT321: Advanced Databases and Database Implementation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Electives:**

- ICT 200: Collaborative networks and facilitating technologies
- ICT 201: Human computer interactions
- ICT 300: Social informatics
- ICT 314: Object oriented programming with C++
- ICT 303: Data warehousing

### 10.2.4 Bachelor of Science in ICT with Management (B.Sc. ICT-M)

**a) Objectives**

Graduates from the programme will be prepared to work in government, business and general organization environment, providing services in terms of the following bundles of knowledge and expertise:

- Apply network design to small and medium scale networks.
- Administer the operation of a complete IT infrastructure.
- Customize and tune applications for the needs of a business.
- Effective human computer interface design for application systems.
- Perform programming and system development activities
- Perform software engineering related tasks
- Capable of co-working while supported with computer networks
- Capable of Performing managerial, policy development and decision making responsibilities
### Programme Structure

<table>
<thead>
<tr>
<th></th>
<th>Year I</th>
<th>Year II</th>
<th>Year III</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester I</strong></td>
<td><strong>Year I</strong></td>
<td><strong>Year II</strong></td>
<td><strong>Year III</strong></td>
</tr>
<tr>
<td><strong>DST100</strong></td>
<td>Development Perspectives</td>
<td>ICT211 Object Oriented Programming with Java</td>
<td>ICT221 Web application design and implementation with PHP or JSP</td>
</tr>
<tr>
<td>ICT111</td>
<td>Introduction to Information technology and System Organization</td>
<td>ICT212 Computer Architecture</td>
<td>ICT223 Operating Systems</td>
</tr>
<tr>
<td>ICT112</td>
<td>Principle of computer programming (High level languages)</td>
<td>ICT123 Computer Networks</td>
<td>ICT213 System analysis and design</td>
</tr>
<tr>
<td>ICT114</td>
<td>Database and Database systems</td>
<td>ICT215 Discrete Mathematics</td>
<td>ICT229 Information system management</td>
</tr>
<tr>
<td>ICT125</td>
<td>Linear Algebra</td>
<td>ICT216 Calculus and Foundational Analysis</td>
<td>ICT313 Informatics Research and development methodologies</td>
</tr>
<tr>
<td>PUB113</td>
<td>Principles of management</td>
<td>ICT217 Commercial Law for ICT</td>
<td>ACC100 Introductory Accounting</td>
</tr>
<tr>
<td>Electives:</td>
<td></td>
<td>ICT200 Collaborative networks and facilitating technologies</td>
<td>ICT201 Human computer interactions</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ICT300 Social informatics</td>
<td>ICT314 Object oriented programming with C++</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ICT322 Business informatics</td>
<td>BUS 240 Inventory management and control</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ICT202 Data warehousing</td>
<td>ICT 202: Collaborative networks and facilitating technologies</td>
</tr>
</tbody>
</table>

**10.2.5 Bachelor of Science in Information Technology and Systems (B.Sc. in ITS)**

**Objectives**

This programme is offered to students interested in working within business environments applying computing science knowledge, rather than focusing only on software development. This is especially true in businesses, particularly for small and medium enterprises. The degree programme will equip graduates with expertise enough to keep information technology and applied system in an organization. The main focus of such operations may include: (1) development of technologies and systems, (2) installation, configuration and customization of applications, (3) system integration, and (4) maintaining day to day IT related operations.
### Programme Structure

<table>
<thead>
<tr>
<th>Year I</th>
<th>Year II</th>
<th>Year III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I</td>
<td>Semester II</td>
<td>Semester I</td>
</tr>
<tr>
<td>DST100 Development Perspectives</td>
<td>ICT121 Object Oriented Programming with Java</td>
<td>ICT211 Systems and Software Engineering</td>
</tr>
<tr>
<td>ICT112 Principal of Computer Programming (High level languages)</td>
<td>ICT123 Computer Networks</td>
<td>ICT213 System analysis and design</td>
</tr>
<tr>
<td>ICT119 Elementary Statistics</td>
<td>ICT125 Linear Algebra</td>
<td>ICT216 Calculus and Foundational Analysis</td>
</tr>
</tbody>
</table>

**Electives:**

ICT 200: Collaborative networks and facilitating technologies  
ICT 201: Human computer interactions  
ICT 203: Social informatics  
ICT 314: Object oriented programming with C++  
ICT 326: E-governance  
ICT 324: E-Business and E-Commerce  
ICT 202: Data warehousing  
ICT 118: Fundamentals of Artificial Intelligence

**10.3.6 Bachelor of Science in Library and Information Management Programme (BSc LIM)**

**Programme Description**

This is a three (3) year degree programme with six (6) semesters, each with 14 weeks of effective teaching followed by a week of examination preparation and two weeks of written examinations. The programme is designed to have library, information and management courses to enable graduates acquire necessary skills in the three areas that can make them competent in the labour market.

This degree programme covers four (4) elements of professional education in library and information management which include:

- Coverage of major courses and topics which is achieved through teaching using core materials.
- The integration of theory and practice by providing students with practical work after classroom sessions. This will enable students to easily apply the knowledge they learnt in classes in their future working stations.
- A field attachment in libraries and information centres that will expose students to the real working environments. In addition, a research report to be written after the field attachment will provide students with skills that can assist them in conducting independent inquiries about challenges they are going to face in their working environments.
• As part of the practical work and outreach service to nearby community, lecturers and students will cooperate in organizing collection of school libraries within Mzumbe Ward.

Programme Structure

<table>
<thead>
<tr>
<th></th>
<th>YEAR 1</th>
<th></th>
<th>YEAR 2</th>
<th></th>
<th>YEAR 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Semester 1</td>
<td>Semester 2</td>
<td>Semester 1</td>
<td>Semester 2</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ICT 111</td>
<td>Introduction to Information Technology and System organisation</td>
<td>LIM 121 Information Literacy</td>
<td>LIM 211 Collection Development and Management</td>
<td>LIM 311: Field Work Report</td>
<td>LIM 322 Knowledge Management</td>
</tr>
<tr>
<td>LIM 111</td>
<td>Library Classification I Theory</td>
<td>LIM 122 Library Classification II: Practical</td>
<td>LIM 212 Indexing &amp; Abstracting</td>
<td>LIM 221 Management of Digital Libraries</td>
<td>LAW 332 Intellectual Property Law</td>
</tr>
<tr>
<td>LIM 112</td>
<td>Library Cataloguing I: Theory</td>
<td>LIM 123 Library Cataloguing II: Practical</td>
<td>LIM 213 References and Information Services</td>
<td>ICT 221 Web applications design and implementations</td>
<td>Elective</td>
</tr>
<tr>
<td>Electives Courses:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Certificate in Library and Information Management (CLIM)

Programme description
This is a one (1) year programme with two semesters each with 14 weeks of effective teaching followed by a week of examination preparation and two weeks of written examinations. Students are taught on the basics of library, and information management skills, so that they can competently serve library and information centres in which they will be employed, under the guidance of professional librarians and information specialists. After the end of the first semester students will get an opportunity of 4 weeks of practical field attachment to any library or information centre. Students will be required to write a report which will carry a weight of two credit points.
CLIM Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLIM 011 Library Classification I (Theory)</td>
<td>CLIM 021 Library Management</td>
</tr>
<tr>
<td>CLIM 012 Library Classification II (Practical)</td>
<td>CLIM 022 Bibliographic Control</td>
</tr>
<tr>
<td>CLIM 013 Library Cataloguing I (Theory)</td>
<td>CLIM 023 Information Sources &amp; Services</td>
</tr>
<tr>
<td>CLIM 014 Library Cataloguing II (Practical)</td>
<td>CLIM 024 Reference works</td>
</tr>
<tr>
<td>COM 050 Communication Skills in Management</td>
<td>ICT 030 Introduction to Information Technology</td>
</tr>
<tr>
<td>CLIM 015 Field Practice (4 weeks: Feb/March)</td>
<td></td>
</tr>
<tr>
<td>Total Credit Points 12</td>
<td>Total Credit Points 10</td>
</tr>
</tbody>
</table>

10.2.6 BSc. Applied Statistics

Programme Objectives

The programme is structured to equip students with fundamental knowledge and skills in statistics to enable them to apply the knowledge gained to other subjects in their curricula and to enable them to work effectively after graduating as statisticians and researchers in government and the private sector.

Programme Structure

<table>
<thead>
<tr>
<th>Year I</th>
<th>Year II</th>
<th>Year III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I</td>
<td>Semester II</td>
<td>Semester I</td>
</tr>
<tr>
<td>QMS 111 Elementary Statistics</td>
<td>QMS 121 Theories of Statistics I</td>
<td>QMS 211 Theories of Statistics II</td>
</tr>
<tr>
<td>QMS 112 Mathematics I</td>
<td>QMS 122 Mathematics II</td>
<td>QMS 212 Design of Experiments</td>
</tr>
<tr>
<td>ICT 111 Introduction to Information Technology and Applications</td>
<td>ICT 114 Databases and Database Systems</td>
<td>QMS 214 Non parametric Statistical Methods and Techniques</td>
</tr>
<tr>
<td>ACC 100 Introductory Accounting</td>
<td>DST 100 Development Perspectives</td>
<td>QMS 215 Time Series Econometrics and Index numbers</td>
</tr>
<tr>
<td>10CP</td>
<td>10CP</td>
<td>10CP</td>
</tr>
</tbody>
</table>
10.2.7 Diploma in Applied Statistics

Programme Objectives

• To promote the study and dissemination of knowledge of Statistics, to develop statistical theory and methods, and their use in research and practical applications generally, with special reference to problems of planning of national development and social welfare.

• To undertake research in various fields of natural and social sciences, with a view to the mutual development of Statistics and these sciences.

• To provide for, and undertake, the collection of information, investigation, projects and operational research for purposes of planning and the improvement of efficiency of management and production.

Programme structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
<th>Year I</th>
<th>Year II</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 080: Study</td>
<td>QMS 061: Applied General Statistics</td>
<td>QMS 071:</td>
<td>QMS 081:</td>
</tr>
<tr>
<td>ICT 051:</td>
<td>PUB 053: Principles and Functions</td>
<td>QMS 072:</td>
<td>QMS 082:</td>
</tr>
<tr>
<td>ICT 052:</td>
<td>ECO 055: Economic and Social</td>
<td>QMS 062:</td>
<td>ACC 088:</td>
</tr>
<tr>
<td>ICT:052</td>
<td>Statistical computing</td>
<td>ACC 088:</td>
<td>QMS 083:</td>
</tr>
<tr>
<td>ICT 051:</td>
<td>PUB 053: Principles Functions</td>
<td>QMS 073:</td>
<td>BUS 085:</td>
</tr>
<tr>
<td>ICT 052:</td>
<td>Statistical computing</td>
<td>QMS 074:</td>
<td>QMS 084:</td>
</tr>
<tr>
<td>ICT:052</td>
<td>Sampling Theory with Applications</td>
<td>QMS 063:</td>
<td></td>
</tr>
<tr>
<td>ICT 051:</td>
<td>Statistical computing</td>
<td>QMS 064:</td>
<td></td>
</tr>
<tr>
<td>ICT 052:</td>
<td>Statistical computing</td>
<td>QMS 065:</td>
<td></td>
</tr>
</tbody>
</table>

10.2.8 BSc. Production and Operations Management

Programme Objective

The main objective of the programme is to train the students in the principles, methods and techniques for the management of the production of the production and service operations of an organization. The programme focuses on the management of the process (conversion) activities of the Input-Process-Output model of the organization. The goal is to produce high level professional managers capable of managing the operations of organizations for enhanced productivity.
**Programme Structure**

<table>
<thead>
<tr>
<th>YEAR I</th>
<th>YEAR II</th>
<th>YEAR III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I</td>
<td>Semester II</td>
<td>Semester I</td>
</tr>
<tr>
<td>POM 111: Introduction to Management and Operations</td>
<td>QMS 123: Decision Science</td>
<td>ACC 272: Cost and Management Accounting</td>
</tr>
<tr>
<td>COM 101: Study Skills and Business Communication</td>
<td>DST 100: Development Perspectives</td>
<td>POM 212: Industrial Technologies</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS 370: Industrial Marketing</td>
<td>LOG 240: Inventory Management and Control</td>
<td>ICT 123: Computer Networks</td>
</tr>
</tbody>
</table>

**Electives**

<table>
<thead>
<tr>
<th>Electives</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 370: Industrial Marketing</td>
</tr>
<tr>
<td>LOG 240: Inventory Management and Control</td>
</tr>
<tr>
<td>ICT 123: Computer Networks</td>
</tr>
</tbody>
</table>

**10.2.9 Certificate in Applied Statistics**

**Programme Objective**

The programme is intended mainly for middle level (district or regional) planning officers, quality controllers, ward/division officers and district or regional executive officers. This programme targets at people who will be collecting, analyzing and keeping statistical data at these levels.
## Programme Structure

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Semester II</th>
</tr>
</thead>
<tbody>
<tr>
<td>QMS 070: Elements of Business Mathematics and Statistics</td>
<td>ICT 014: Basic Statistical Computing</td>
</tr>
<tr>
<td>ECO 020: Business Economics</td>
<td>QMS 015: Introductory to Demography</td>
</tr>
<tr>
<td>ACC 010: Introduction to Accounting</td>
<td>QMS 016: Applied Statistics</td>
</tr>
<tr>
<td>COM 050: Business Communication</td>
<td>QMS 017: Time Series Analysis, Regression and correlation analysis</td>
</tr>
<tr>
<td><strong>10 CP</strong></td>
<td><strong>10 CP</strong></td>
</tr>
</tbody>
</table>

### 10.3 Course Offered by Faculty of Science and Technology

- ICT 010: Introduction to Information Technology
- COM 050: Business Communication
- ICT 011: Database Concepts with Ms-Access
- ICT 012: Fundamental of Computer System Troubleshooting
- QMS 070: Elements of Business Mathematics and Statistics
- ICT 020: Website designing with HTML & XML
- ICT 021: Fundamental of Computer Programming
- ICT 022: Fundamentals of Computer Networks
- ICT 023: Fundamentals of MIS
- ICT 024: Linear Algebra
- ICT 051: Introduction to Higher Level Programming
- ICT 052: Introduction to Database Systems
- ICT 053: Calculus and Foundational Analysis
- COM 075: Business Communication Skills
- ICT 054: Basics of Operating System
- ICT 060: Linear Algebra
- ICT 061: Computer Networks
- ICT 062: Maintaining Computer Systems
- ICT 063: Database Administration
- ICT 064: IT and Society
- ICT 070: Introduction to Software Engineering
- ICT 071: Computer Networks Administration
- ICT 072: Design of web driven applications
- ICT 073: Object Oriented Concepts
- ICT 074: Discrete Mathematics
ICT 080: Network Operating System
ICT 081: Introduction to IT Project Management
ICT 082: Final year project
ICT 083: Fundamentals of IT Security
ICT 084: Fundamentals of Management Information Systems
ICT 085: Techno-Entrepreneurship & Innovations
ICT 086: Human Computer Interface Design
ICT 111: Introduction to information technology and Systems Organization
ICT 112: Principle of computer programming (High level languages)
ICT 114: Databases and Database systems
ICT 125: Linear Algebra
ICT 121: Object oriented programming with Java
ICT 122: Computer architecture
ICT 123: Computer networks
ICT 118: Fundamentals of Artificial Intelligence
ICT 124: Algorithms and data structures
ICT 119: Elementary Statistics
ICT 211: Systems and Software engineering
ICT 223: Operating systems
ICT 217: Commercial law for ICT
ICT 213: System analysis and design
ICT 222: Computer graphics
ICT 212: Advanced Computer Networks
ICT 215: Discrete Mathematics
ICT 216: Calculus and Foundational Analysis
ICT 221: Web applications design & implementation with PHP or JSP
ICT 229: Information system management
ICT 311: Distributed systems
ICT 312: Management of IT Projects
ICT 313: Informatics research and development methodologies
ICT 321: Advanced databases and database implementation
ICT 324: E-Business and E-Commerce
ICT 323: Final year projects
ICT 200: Collaborative networks and facilitating technologies
ICT 201: Human computer interactions
ICT 300: Social informatics
ICT 314: Object oriented programming with C++
ICT 322: Business informatics
ICT 326: E-Governance
ICT 325: Cryptograph and Network Security
ICT 303: Data warehousing
ICT 265: Application of ICT in Business decisions
LIM 021: Library Management
LIM 022: Bibliographic Control
LIM 023: Information Sources & Services
LIM 024: Reference Works
LIM 011: Library Classification I: Theory
LIM 012: Library Classification II: Practical
LIM 013: Library Cataloguing I: Theory
LIM 014: Library Cataloguing II: Practical
LIM 121: Information Literacy
LIM 122: Library Classification II: Practical
LIM 123: Library Cataloguing II: Practical
LIM 111: Library Classification I
LIM 112: Library Cataloguing Theory
DST 101: International Cooperation and Development
LIM 211: Collection Development and Management
LIM 212: Indexing and Abstracting
LIM 213: References and Information Services
LIM 221: Management of Digital Libraries
LIM 214: Library Automation and Networking
LIM 222: Management of Libraries & Information Centres
LIM 321: Library and Technical Services
LIM 322: Knowledge Management
LIM 311: Field Report
LAW 332: Intellectual Property Law
PUB 203: Records Management
PUB 204: Archives Management
PUB 220: Social Science Research Methods
POM111: Introduction to Management and Operations
POM112: Management of Business Functions
POM121: Operations Management
POM122: Facility and Process Design
POM123: Decision science
POM211 Production Planning and Control
POM212 Industrial Technologies
POM221 Total Quality Management
POM222 Work Study and Ergonomics
POM223 Management of Innovation and Technology
POM231 Reliability and Maintenance Management
POM322 Project Management
POM323 Lean Manufacturing
POM324 Industrial Safety Management
POM325 Quality Control and Reliability
POM326 Production and Operations Management
POM 310: Production and Operations Management
POM 040: Production and Operations Management
POM 312: Quality Control and Reliability Management
QMS 111: Elementary Statistics
QMS 121: Theories of Statistics I
QMS 211: Theories of Statistics II
QMS 221: National Income Accounting
QMS 321: Demography
QMS 112: Mathematics I
QMS 122: Mathematics II
QMS 212: Design of Experiments
QMS 222: Agricultural & Industrial Statistics
QMS 322: Multivariate Statistical Methods
QMS 213: Sampling Theory and Survey Techniques
QMS 223: Operations Research
QMS 323: Biostatistics
QMS 214: Nonparametric Statistical Methods and Techniques
QMS 224: Statistical Methods of Econometrics
QMS 324: Monitoring and Evaluation of program
QMS 215: Time Series Econometrics and Index numbers
QMS 225: Research Methods
QMS 325: Actuarial Statistics
QMS 051: Mathematical methods I
QMS 061: Applied general statistics
QMS 062: Statistical Theory
QMS 063: Sampling Theory with Applications
QMS 071: Principles of Design of Experiments
QMS 072: Mathematical Methods II
QMS 073: Introduction to Demography and Population
QMS 064: Statistical computing
QMS 074: Statistical Inference and Scientific Methods
QMS 081: Applied Econometric Methods
QMS 082: Industrial Statistics
QMS 083: Health Statistics
QMS 084: Time Series Analysis
QMS 070: Elements of Business Mathematics and Statistics
QMS 013: Elementary of Probability theory
QMS 015: Introduction to Demography
QMS 016: Applied Statistics
QMS 017: Index Numbers, Time series Analysis, Regression and Correlation analysis

10.4 Faculty Staff
Ag. Dean and Lecturer
Joseph Sungau  
BSc. (UDSM), MBA (UDSM), PhD (MU)

Academic Staff List
Department of Mathematics and Statistical Studies
Head of Department and Lecturer
Bahati Ilembo  
BA (Statistics) (Hons), MA (Statistics)(UDSM) (On PhD studies)

Associate Professors:
Hamisi I. Mahigi  
BA (UDSM), MSc. (LSE) (On contract)
Damas S.R.M. Muna  
BA (UDSM), PGD (Manchester) MA (Kent),  
MA (UDSM), (On contract)
Philibert C. Ndunguru  
BA (UDSM) MBA (Leuven) PhD (UDSM)

Lecturers:
Wantrudis Mkomange  
BSc. Ed (Tumaini University), MA (UTM)

Assistant Lectures
Tukae Mbegalo  
BA (Statistics), MSc. (Econometrics) (Manchester), On PhD Studies
Masoudi Komunte  
MSc. (Maths Modelling)(UDSM)

Iddi Harun  
BSc., MA (Statistics)(UDSM)

Mbukwa Justine  
BSc. AS (MU), MA(Statistics)(UDSM ), On PhD Studies

Mbigili Lusungu Julius  
BSc. With Ed., MSc (Maths Modelling)(UDSM)

Ibrahim Malima  
BSc. Maths (UDOM), MSc. (Maths Modelling)(UDSM)

Bakari Athumani Makoja  
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Abubakari Shabani Gwelo  
BA (Statistics) (Hons), MA (Statistics)(UDSM)

**Department of Engineering Management Studies**

**Head of Department and Lecturer**

Felichesmi S. Lyakurwa  
BSc. (UDSM), MSc. MEM (UDSM), PhD (DUT, China)

**Associate Professor**

Joseph. A. Kimeme  
BSc. (UDSM), MBA (Pasific State Univ) PhD (SUA).

**Lecturer**

Joseph Sungau  
BSc. (UDSM), MBA (UDSM), PhD (MU)

**Assistant Lecturer**

Ashraf H. Abeid  
BSc.(UDSM), MSc. (Malaysia)

Lena A. Lyama  
BSc. (MU), MSc. (UDOM)

Michael S. Mangula  
BSc. (MU), MSc (UDSM), (On PhD Studies)

**Department of Computing Science Studies**

**Head of Department and Lecturer**

Mercy Mlay Komba  
ADIT (IFM), Msc. (Salford), PhD (UNISA)

**Professors:**

Young Hong Park  
BBA (KNU), MBA (Arkansas), PhD (Alabama)

**Senior Lecturers:**

Simon K.M. Njovu  
BSc. (UDSM) MSc. (Hull)

**Lecturers:**

Dr. Titus Tossy  
BSc. (UDSM), MBA (Conventry), PhD (UCT)
**Assistant Lecturers:**

Almasi A.S. Maguya  
BSc(UDSM), MSc. (LUT) (On PhD Studies)

Emanuel M. Wambura  
BSc(UDSM), (On Masters studies)

Patrick D. Kihoza  
BSc.(MU), Msc (ICT), (On PhD Studies)

Morice Daudi  
BSc (UDSM), MSc (UDSM), (On PhD Studies)

Simeo B. Kisanjara  
Adv. Dip (DIT), MBA (Coventry), (On PhD Studies)

Tupokigwe Isaga  
BSc (UDSM), Msc. (Osmania University), (On PhD Studies)

Irene S. Isibika  
BEng (SJCET), PgDIS, MIS (KwaZulu-Natal)

Martina W. Mariki  
BSc (UDOM), Msc. (NM-AIST)

Mr. Frank Kilima  
BSc (Mzumbe), Msc. (Makerere University)

**Tutorial Assistants:**

Estalla Masseta  
BSc. (UDSM) (On Masters Studies)

Kivaria Senzota  
BSc (UDSM) (On Masters Studies)

Lupyana Muhiche  
BSc. (MU)

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**11 FACULTY OF SOCIAL SCIENCES**

**11.1 Introduction**

The Faculty of Social Sciences was established in August 2002, as one of the founding Faculties of Mzumbe University. The faculty offers training in areas of economics, project planning and management, population and development, Education and languages. The faculty is committed to developing individuals with ethical and professional attitudes and behavior.

In our economics programs you will learn an analytical and flexible set of skills that will enable you to apply theoretical and research knowledge to solve real world economic problems. Specifically, you will be introduced to key concepts, ideas, tools and techniques in economics that will provide you with the opportunity to integrate and practice your skills in analyzing and solving economic problems.

On the other hand, our education programs will equip teacher trainees with the necessary knowledge in economics and mathematics; commerce and accountancy; and languages to enable them to effectively teach in secondary schools, teachers training colleges and related educational institutions.

Currently the Faculty offers degree in programmes in Economics housed under the department of Economics and Education degree programmes housed under the department of Education Foundations and Teaching Management.

The Department of Economics offers degree programmes in economics at both undergraduate (BSc. Economics) and graduate levels (MSc. And PhD). The department aspires to be a leader in the country in the areas of economic policy planning, project planning and management, and population development.
The Department of Education Foundations and Teaching Management provides training in areas of education that relate to philosophy, psychology, sociology and management, for the effective functioning of teachers and other educators. It also conducts research in areas of education and provides consultancy services geared toward the solution of problems in the education sector in Tanzania and beyond.

The department offers Bachelor and Master of Education Degree Programmes. The Bachelor Degree Programmes offer a rigorous foundation in the analytical tools and applied areas of languages and management, accounts, mathematics, economics, and commerce. The focus is to train teacher trainee to provide teaching services at secondary school and teacher training college levels.

11.2 Admission Requirements for Different Undergraduate Degree Programmes

The following are faculty specific entry requirements:

11.2.1 Bachelor of Science in Economics

Direct Entry
At least two principal level passes and one subsidiary in the Advanced Certificate Secondary Education (ACSE). One of the two principal passes must either be in Mathematics or Economics.

Where the subjects passed do not include Mathematics or Economics, an applicant must have obtained at least subsidiary at A-Level or a credit pass in Basic Mathematics in the Ordinary Certificate of Secondary Education (‘O’ Level).

Equivalent Entry
Applicant must have a Diploma in economics or related subjects from a registered institution with at least a second class level.

11.2.2 Bachelor of Education in Language and Management (BELM)

Direct Entry
At least two (2) principal level passes and one subsidiary in the Advanced Certificate of Secondary Education (ACSE). One of the two principal passes must be from Kiswahili and English Languages.

Where the subjects passed do not include English, an applicant must have obtained a credit pass in Kiswahili and English Languages in the Ordinary Certificate of Secondary Education (“O” Level).

Equivalent Entry
Applicant must hold a Diploma in Secondary Education, or Diploma in related discipline like Educational Management and Administration with an average of “B” and above from a registered higher learning institution/teachers’ training college.

11.2.3 Bachelor of Education in Commerce and Accountancy (BECA)

Direct Entry
At least two principal level passes and one subsidiary in Advanced Certificate Secondary Education (ACSE). The two principal passes must include Advanced Mathematics or Accountancy or Commerce.

Where the principals passed do not include those subjects, the applicant must have obtained a credit pass in Basic Mathematics or Commerce or Book-keeping in the Ordinary Certificate of Secondary Education (‘O’ – Level), candidates must have obtained a pass in Mathematics, or Commerce or Book-keeping in their Ordinary Certificate of Secondary Education (‘O’ Level).

Equivalent Entry
An appropriate diploma with an average of “B” and above from a registered institution/teachers training college.

11.2.4 Bachelor of Education in Economics and Mathematics (BEEM)

Direct Entry Qualification
At least two (2) principal level passes and one subsidiary in the Advanced Certificate of Secondary Education (ACSE). One of the two principal passes must either be from Mathematics or economics.

OR
A subsidiary in Basic Applied Mathematics or Economics with any two principal passes. Where the subjects passed do not include Mathematics or Economics and applicant must have obtained a credit pass in Basic Mathematics in the Ordinary Certificate of Secondary Education (‘O’ Level).

Equivalent Entry
An applicant must be holder of Diploma in Education with an average of “B” and above from a registered higher learning institution/teachers’ training college.

11.3 Undergraduate Degree Programme

11.3.1 BSc. in Economics - Economic Policy & Planning

Programme Objectives
This programme is designed to equip students with analytical knowledge and skills for effective economic planning and policy formulation and evaluation for government institutions and similar institutions like banks, central ministries and international financial institutions.

Programme Structure

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEMESTER I</td>
<td>SEMESTER II</td>
<td>SEMESTER I</td>
</tr>
<tr>
<td>ECO111 Micro-economics</td>
<td>ECO121 Macroeconomics</td>
<td>ECO211 Intermediate Microeconomics</td>
</tr>
<tr>
<td>QMS103 Mathematics for Economists</td>
<td>QMS 102 Inductive Statistics</td>
<td>ECO212 Econometrics I</td>
</tr>
</tbody>
</table>
### Elective courses:

- **ECO 325**: Industrial Economics
- **ECO 326**: Urban Economics
- **ECO 327**: Labour Economics
- **ECO 328**: Environmental and Natural Resource Economics
- **ECO 329**: Participatory Development Approaches

### 11.3.2 BSc. in Economics - Project Planning and Management

#### Programme Objectives

This programme is designed to equip students with analytical managerial knowledge and skills for effective project planning and management both in the public and private sector.

#### Programme Structure

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEMESTER I</td>
<td>SEMESTER II</td>
<td>SEMESTER I</td>
</tr>
<tr>
<td><strong>ECO111</strong> Microeconomics</td>
<td><strong>ECO121</strong> Macroeconomics</td>
<td><strong>ECO211</strong> Intermediate Microeconomics</td>
</tr>
<tr>
<td><strong>QMS103</strong> Mathematics for Economists</td>
<td><strong>QMS102</strong> Inductive Statistics</td>
<td><strong>ECO212</strong> Econometric s I</td>
</tr>
<tr>
<td><strong>PUB125</strong> Human Resource Management and OB</td>
<td><strong>ECO213</strong> Public Finance</td>
<td></td>
</tr>
<tr>
<td><strong>ECO 110</strong> Business Law</td>
<td><strong>ECO 120</strong> Economic Policy &amp; Planning I</td>
<td></td>
</tr>
<tr>
<td><strong>COM101</strong> Communication Skills</td>
<td><strong>ECO 211</strong> Project Planning &amp; Management</td>
<td></td>
</tr>
<tr>
<td><strong>QMS 101</strong> Descriptive Statistics</td>
<td><strong>ECO 217</strong> Research Methods for Economists</td>
<td></td>
</tr>
</tbody>
</table>

**ECO 226**: Agricultural Planning, Policy and Development

**ECO 227**: Environmental and Natural Resource Economics

**ECO 228**: Labour Economics

**ECO 229**: Participatory Development Approaches

**ECO 322**: International Economics

**ECO 323**: Quantitative Economics

**ELECTIVES**
11.3.3 BSc. Economics - Population & Development

Programme Objectives

This programme is designed to equip students with analytical knowledge and skills needed in population dynamics to solve social economic development problems.

Programme Structure

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEMESTER I</td>
<td>SEMESTER II</td>
<td>SEMESTER I</td>
</tr>
<tr>
<td>ECO111 Micro-economics</td>
<td>ECO121 Macroeconomics</td>
<td>POP200 Measuring Population Dynamics</td>
</tr>
<tr>
<td>QMS103 Mathematics for Economists</td>
<td>QMS102 Inductive Statistics</td>
<td>ECO 213 Public Finance</td>
</tr>
</tbody>
</table>
11.3.4 Bachelor of Education - Languages and Management

Programme Objective
This programme is designed to equip teacher trainees with knowledge and skills both in the English and Kiswahili languages and Management in general, with a view to enabling them to teach effectively and provide managerial skills in secondary schools, teachers training colleges and related educational institutions.

PROGRAMME STRUCTURE- BED – Languages and Management

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1</td>
<td>Semester 2</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENG 100</td>
<td>ENG 101</td>
<td>ENG 200</td>
</tr>
<tr>
<td>Literature and society, theories and devices</td>
<td>English Structure</td>
<td>Poetry &amp; Drama</td>
</tr>
<tr>
<td>EDU 100</td>
<td>EDU 101</td>
<td>EDU 200</td>
</tr>
<tr>
<td>COM 104</td>
<td>EDU 105</td>
<td>EDU 201</td>
</tr>
<tr>
<td>Communication Skills for Teachers</td>
<td>Languages Teaching Methods</td>
<td>Educational Media and Technology</td>
</tr>
<tr>
<td>10 CP</td>
<td>10 CP</td>
<td>10 CP</td>
</tr>
<tr>
<td>10 CP</td>
<td>10 CP</td>
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</tr>
<tr>
<td>ELECTIVES</td>
<td>ELECTIVES</td>
<td>ELECTIVES</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>DST 103</td>
<td>Development Studies</td>
<td></td>
</tr>
<tr>
<td>KSW 108</td>
<td>Semantiki na pragmatiki</td>
<td></td>
</tr>
<tr>
<td>EDU 202</td>
<td>History of Education</td>
<td></td>
</tr>
<tr>
<td>EDU 206</td>
<td>Educational Statistics</td>
<td></td>
</tr>
<tr>
<td>EDU 302</td>
<td>Economics of Education and Finance</td>
<td></td>
</tr>
<tr>
<td>EDU 308</td>
<td>Comparative Education</td>
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</tr>
<tr>
<td>EMA 113</td>
<td>Principles of Educational Management</td>
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<tr>
<td>EMA 115</td>
<td>Policy Studies in Education</td>
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<tr>
<td>KSW 203</td>
<td>Fonoloja</td>
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<tr>
<td>ENG 202</td>
<td>Phonetics and phonology</td>
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<tr>
<td>ENG 302</td>
<td>Sociolinguistics</td>
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<tr>
<td>EMA 320</td>
<td>Human Resource Management in Education</td>
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</tr>
<tr>
<td>ICT 111</td>
<td>Introduction to Information Technology and</td>
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<tr>
<td></td>
<td>Systems organization</td>
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</tr>
<tr>
<td>EDU 109</td>
<td>Classroom Practical Teaching and Organization</td>
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<tr>
<td>EMA 210</td>
<td>School Governance and Leadership</td>
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<tr>
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<td></td>
<td>Elective Course</td>
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</tr>
</tbody>
</table>

**Optional Courses**
- KSW 302 Nadharia ya Tafsiri na Uchanganuzi
- KSW 303 Mbinu za Ufundishaji Kiswahili kwa Wageni
- EDU 305 Special Education
- EDU 312 Professionalism and Ethics in Education
- EDU 314 Library Education and Information Management

**11.3.5 Bachelor of Education - Commerce and Accountancy**

**Programme Objective**
This programme aims at imparting knowledge and skills of commerce and accountancy to teacher trainees to enable them to effectively teach in secondary schools, teachers training colleges and related educational institutions.

**PROGRAMME STRUCTURE**

<table>
<thead>
<tr>
<th>Programme Structure</th>
<th>BED –CA (Commerce and Accountancy)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>YEAR 1</strong></td>
<td></td>
</tr>
<tr>
<td>Semester 1</td>
<td>BUS 105: Commerce I</td>
</tr>
<tr>
<td>Semester 2</td>
<td>BUS 120: Theories of Entrepreneursh</td>
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<tr>
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<td><strong>YEAR 2</strong></td>
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</tr>
<tr>
<td>Semester 1</td>
<td>BUS 220: Commerce II</td>
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<tr>
<td>Semester 2</td>
<td>BUS 250: Commerce III</td>
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<tr>
<td><strong>TEACHING</strong></td>
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<td><strong>YEAR 3</strong></td>
<td></td>
</tr>
<tr>
<td>Semester 1</td>
<td>BUS 320: Commerce IV</td>
</tr>
<tr>
<td>Semester 2</td>
<td>BUS 350: Commerce V</td>
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<td>Course Code</td>
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</tr>
<tr>
<td>QMS 112</td>
<td>Business Mathematics and Statistics</td>
</tr>
<tr>
<td>BUS 110</td>
<td>Introduction to Marketing</td>
</tr>
<tr>
<td>ACC 205:</td>
<td>Financial Accounting for Teachers II</td>
</tr>
<tr>
<td>ACC 206:</td>
<td>Financial Accounting for Teachers III</td>
</tr>
<tr>
<td>ACC 207:</td>
<td>Financial Accounting for Teachers IV</td>
</tr>
<tr>
<td>ACC 208:</td>
<td>Financial Accounting for Teachers V</td>
</tr>
<tr>
<td>ACC 102:</td>
<td>Basic Financial Accounting for Teachers</td>
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<tr>
<td>ACC 100:</td>
<td>Introductory Accounting</td>
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<tr>
<td>ACC 271:</td>
<td>Management Accounting</td>
</tr>
<tr>
<td>ACC 242:</td>
<td>Auditing and Assurance</td>
</tr>
<tr>
<td>BUS 385:</td>
<td>Promoting Enterprise</td>
</tr>
<tr>
<td>BUS 340:</td>
<td>Strategic Business Management &amp; Consultancy Skills</td>
</tr>
<tr>
<td>EDU 100:</td>
<td>Principles of Education</td>
</tr>
<tr>
<td>EDU 101:</td>
<td>Introduction to Educational Psychology</td>
</tr>
<tr>
<td>EDU 200:</td>
<td>Principle of Curriculum Development and Teaching</td>
</tr>
<tr>
<td>EDU 204:</td>
<td>Educational Measurement and Evaluation</td>
</tr>
<tr>
<td>BUS 300:</td>
<td>Philosophy of Education</td>
</tr>
<tr>
<td>EDU 104:</td>
<td>Communication Skills for teachers</td>
</tr>
<tr>
<td>EDU 103:</td>
<td>Commerce Teaching Methods</td>
</tr>
<tr>
<td>EDU 201:</td>
<td>Educational Media and Technology</td>
</tr>
<tr>
<td>EDU 205:</td>
<td>Research Methods in Education</td>
</tr>
<tr>
<td>EDU 301:</td>
<td>Sociology of Education</td>
</tr>
<tr>
<td>EDU 302:</td>
<td>Economics of Education and Finance</td>
</tr>
<tr>
<td>EDU 303:</td>
<td>Elective Course</td>
</tr>
<tr>
<td>DST 103:</td>
<td>Development Studies for Education</td>
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<tr>
<td>EDU 104:</td>
<td>Accountancy Teaching Methods</td>
</tr>
<tr>
<td>EDU 202:</td>
<td>History of Education</td>
</tr>
<tr>
<td>EDU 206:</td>
<td>Educational Statistics</td>
</tr>
<tr>
<td>EDU 304:</td>
<td>Pedagogy of Teacher Education</td>
</tr>
<tr>
<td>ICT 111:</td>
<td>Introduction to Information Technology and System Organization</td>
</tr>
<tr>
<td>EDU 109:</td>
<td>Classroom Practical Teaching and Organization</td>
</tr>
<tr>
<td>EMA 210:</td>
<td>School Governance and Leadership</td>
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<tr>
<td>EDU 207:</td>
<td>Education, Career Guidance and Counselling</td>
</tr>
<tr>
<td>EDU 305:</td>
<td>Special Education</td>
</tr>
<tr>
<td>EDU 310:</td>
<td>Educational Project Design and Management</td>
</tr>
<tr>
<td>EDU 312:</td>
<td>Professionalism and Ethics in Education</td>
</tr>
<tr>
<td>EDU 314:</td>
<td>Library Educations and Information Management</td>
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<tr>
<td>Elective Courses</td>
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<tr>
<td>14CPS</td>
<td>14 CPS</td>
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</tbody>
</table>
### Programme Objectives

This programme provides teacher trainees with the necessary knowledge in Economics and Mathematics to enable them to effectively teach in secondary schools, teachers training colleges and related educational institutions.

### PROGRAMME STRUCTURE

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>Year 2</th>
<th>YEAR 3</th>
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</thead>
<tbody>
<tr>
<td>Semester 1</td>
<td>Semester 1</td>
<td>Semester 1</td>
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<tr>
<td>Semester 2</td>
<td>Semester 2</td>
<td>Semester 2</td>
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<tr>
<td><strong>QMS 151 Basic Mathematics</strong></td>
<td><strong>QMS 152 Intermediate Mathematics</strong></td>
<td><strong>QMS 351 Basic Statistics</strong></td>
</tr>
<tr>
<td><strong>ECO 111 Microeconomics</strong></td>
<td><strong>ECO 121 Macroeconomics</strong></td>
<td><strong>ECO 214 Economic Policy Planning I</strong></td>
</tr>
<tr>
<td><strong>EDU 100 Principles of Education</strong></td>
<td><strong>EDU 101 Educational Psychology</strong></td>
<td><strong>ECO 224 Economic Policy Planning II</strong></td>
</tr>
<tr>
<td><strong>QMS 103 Mathematics for Economists</strong></td>
<td><strong>ACC 100 Introductory Accounting</strong></td>
<td><strong>ECO 300 Philosophy of Education</strong></td>
</tr>
<tr>
<td><strong>COM 104 Communication Skills for teachers</strong></td>
<td><strong>EDU 106 Mathematics Teaching Methods</strong></td>
<td><strong>EMA 306 Educational Planning, Management and administration</strong></td>
</tr>
<tr>
<td><strong>DST 103 Development Studies for Education</strong></td>
<td><strong>EDU 107 Economics Teaching Methods</strong></td>
<td><strong>ECO 328 Labour Economics</strong></td>
</tr>
<tr>
<td><strong>ICT 106 Introduction to Information Technology and system organization</strong></td>
<td><strong>EDU 109: Classroom Practical Teaching and organization</strong></td>
<td><strong>ECO 322 International Economics</strong></td>
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<tr>
<td><strong>EDU 200 Principle of Curriculum Development and Teaching</strong></td>
<td><strong>EDU 201 Educational Media and Technology</strong></td>
<td><strong>EDU 301 Sociology of Education</strong></td>
</tr>
<tr>
<td><strong>EDU 204 Educational Measurement and Evaluation</strong></td>
<td><strong>EDU 205 Research Methods in Education</strong></td>
<td><strong>EMA 307 Organizational and Administrative Behaviour in Education</strong></td>
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<td><strong>EDU 207 Educational Career Guidance and Counseling</strong></td>
<td><strong>EDU 208 Economics of Education and Finance</strong></td>
<td><strong>EDU 308 Comparative Education</strong></td>
</tr>
<tr>
<td><strong>EDU 209: Classroom Practical Teaching and organization</strong></td>
<td><strong>EDU 304 Pedagogy of Teacher Education</strong></td>
<td><strong>Elective Courses</strong></td>
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<tr>
<td>Elective Courses</td>
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<tr>
<td>EDU 310 Educational Project Design and Management</td>
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<td>EDU 305 Special Education</td>
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<tr>
<td>EDU 312 Professionalism and Ethics in Education</td>
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<tr>
<td>EDU 314 Library Educations and Information Management</td>
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</tbody>
</table>
11.4 Graduate Programmes

11.4.1 Objectives of the Degree Programmes

The Master of Science Degree programmes at the department of economics focus on providing analytical and flexible set of skills to enable students to apply theoretical and research knowledge to solve real world economic problems. Through coursework and master thesis, the degree programmes introduce students to key concepts, ideas, tools and techniques in economics, and provides them with the opportunity to integrate and practice their skills in analyzing economic issues. The Department offers the same standards for learning for all its masters-level students. In this vein, it intends to achieve the same learning goals and objectives. Therefore, the overall objective of the programme is two-fold. Firstly, it aims at building capacity among policy makers, policy analysts, economic planners, and project managers for analytical understanding of socio-economic and development policies and reforms. Secondly, it intends to enhance micro and macro-level capacities through policy planning and analysis for improved economic management.

At the end of the programme, students will have been exposed to the advanced theories and analytical tools for economic policy analysis and management. Students will also have beenable to critically analyse development theories and develop new scientific knowledge and alternative policy implications suited to the diverse local and regional environments.

In order to achieve the broad goals stated and address a wide range of economic and policy-related issues, the department of economics proposes to offer three options that give students flexibility in pursuing a degree programme that could assist in building a successful career. Nonetheless, the options to be offered are sufficiently interrelated to allow synergy and cooperation among students. The department offers the following specialisations: Master of Science in Economics (MSc. Economics), Master of Science in Economic Policy and Planning (MSc. EPP, and Master of Science in Project Planning and Management (MSc. PPM).

1.4.1.1 Admission Requirements

A candidate for admission to the MSc. Programmes in the department of Economics shall have the following qualifications:

- At least a second-class bachelor’s degree (Economics) from a recognized University or an approved institution of higher learning.
- A second-class advanced diploma or equivalent qualification (Economics) from a recognised institution of higher learning.
- A professional qualification recognized by professional bodies. The qualification should demonstrate coverage of core subjects required in first degree in Economics.
- For MSc Project Planning and Management, at least a second-class bachelor’s degree in Economics or related fields from a recognized University or an approved institution of higher learning. Or, a second-class advanced diploma or equivalent qualification in Economics or related fields from a recognised institution of higher learning.

11.4.1.2 Evaluation

The evaluation system for the Master’s programme offered by the department of Economics is similar to the one used in the other graduate programmes currently offered by the University. It comprises three components: continuous assessments, final examinations and a thesis.
1.4.1.3 Continuous Assessment

In order to be awarded the MSc. degree in Economics, students must successfully complete all their course work for each subject. Continuous assessment carries a total of 50 marks (50%). Its assessment shall be administered as follows:

- Project Paper (Term Paper) 20% marks. (This shall be students own job related problem solving piece of work.)
- Test (controlled) 10% marks
- Group work with presentations 20% marks

A student must score at least 25% marks in the continuous assessment; otherwise a student will be required to sit for a supplementary examination.

1.4.1.4 End of Semester Assessment

Final Examination carries a total of 50 marks (50%)

- A student must score 50% (25 marks) of the final examination allocated marks; otherwise the student will be considered to have failed the examination and shall be required to sit for a supplementary examination.
- A student is allowed to fail in not more than three (3) courses in any of the semester, or in all three semesters.
- Supplementary examinations shall be done when such course is offered, except for the finalists who will be required to sit their supplementary examinations at the end of the three semesters.

1.4.1.5 Thesis

Thesis carries a total of (100%). The thesis shall be evaluated in accordance with the University policy and procedures. Each student is required to submit a thesis which carries a total of ten credit points. The completed thesis is examined by both external and internal examiners (including the Major Supervisor). Normally, three examiners constitute the Student Examination Committee under the chairmanship of the Major Supervisor. Two components are evaluated in the thesis, namely, the written thesis and oral examination to defend the scholarly piece of work presented by the student.

1.4.2 Master of Science in Economics (MSc. Economics)

The objective of MSc. Economics is to provide students with intellectual rigor and practical quantitative skills in mainstream economics. It gives opportunity to acquire professional training, including analytical techniques and subject-specific knowledge. The MSc Economics curriculum combines a strong foundation in theory with emphasis on applied research in a broad set of economics issues at local, regional and international levels. MSc. Economics is an ideal choice for students seeking to further their studies in economics or in multidisciplinary areas involving economic issues.

Programme Structure
Elective Courses:
ECO 611 Natural Resource and Environmental Economics
ECO 608 Industrial Economics
ECO 606 Development Financing
ECO 612 Labour Economics
ECO 614 Health Economics

11.4.3 Master of Science in Economic Policy and Planning (MSc. EPP)
Economic Policy and Planning requires a great range of skills and analytical approaches. Arising from this, MSc Economic Policy and Planning stream intends to equip students with advanced understanding of economic perspectives and approaches related to the study of policy and planning issues. Upon successful completion of studies in this stream, graduates will be able to effectively contribute to the processes of economic policy formulation, change and implementation, using relevant concepts and tools in economics.

Programme Structure

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 501 Advanced Micro-Economics</td>
<td>ECO 610 Research Methodology</td>
<td>ECO 610 Research Methodology</td>
</tr>
<tr>
<td>ECO 502 Advanced Econometrics Theory</td>
<td>ECO 607 International Economics</td>
<td>ECO 607 International Economics</td>
</tr>
<tr>
<td>ECO 609 Development Theory</td>
<td>ECO 601 Advanced Macro-Economics</td>
<td>ECO 601 Advanced Macro-Economics</td>
</tr>
<tr>
<td>ECO 506 Monetary Economics</td>
<td>ELECTIVE</td>
<td>ELECTIVE</td>
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<tr>
<td>20CP</td>
<td>20CP</td>
<td>16 CP</td>
</tr>
</tbody>
</table>

Elective Courses:
ECO 611 Natural Resource and Environmental Economics
ECO 608 Industrial Economics
ECO 606 Development Financing
11.4.4 Master of Science in Project Planning and Management (MSc. PPM)

The Master of Science degree in Project Planning and Management has been designed to cater for the needs of students who plan a career in project planning and management. It is a highly specialized and relevant programme given the rising challenges of effective planning and management of development projects – both public and private projects. While maintaining a focus in economics, the MSc Project Planning and Management programme prepares students to plan and manage projects in a wide range of other sectors and environments.

Programme Structure

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
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</thead>
<tbody>
<tr>
<td>ECO 500 Managerial Economics</td>
<td>ECO 610 Research Methodology</td>
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</tr>
<tr>
<td>ECO 504 Project Planning &amp; Financial Analysis</td>
<td>ECO 606 Development Financing</td>
<td></td>
</tr>
<tr>
<td>ECO 509 Public Sector Economics</td>
<td>ECO 604 Human Capital Management &amp; Organization in Projects</td>
<td>DISSERTATION</td>
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<tr>
<td>ECO 505 Project Implementation Management</td>
<td>ECO 603 Economic Analysis of Projects</td>
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<td>ECO 506 Development Economics</td>
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<tr>
<td>20CP</td>
<td>20CP</td>
<td>16 CP</td>
</tr>
</tbody>
</table>

Elective Courses:
ECO 611 Natural Resource and Environmental Economics
ECO 612 Labour Economics
ECO 613 Health Economics

1.4.5 Master of Arts in Education Degree programme

Master of Arts in Education Degree programme offered under the department of education focuses on providing analytical and flexible set of skills to enable students to apply theoretical and research knowledge to solve real world education problems. Through coursework and master thesis, the degree programme introduces students to advanced key concepts, ideas, tools and techniques in education, and provides them with the opportunity to integrate and practice their skills in analyzing education issues. In this vein, it intends to achieve the same learning goals and objectives. Therefore, the overall objective of the programme is two-fold. Firstly, it aims at building capacity among policy makers, education policy analysts, curriculum developers, educational officers, education planners and managers for analytical understanding of education and development policies and reforms. Secondly, it intends to enhance local and international capacities through advanced education policy issues and analysis for improved education management, administration, and educational leadership. As it is, the proposed jointly programme aims to improve the quality of education and research.

Specifically, the programme intends to:-
(i) Equip target groups with sound advanced knowledge and skills in education, for example, demonstrate mastery in pedagogy, content, knowledge, theories on teaching and demonstrate ethical and research skills competences;

(ii) Prepare curriculum developers in private and public educational sectors;

(iii) Equip the target individual with educational managerial skills, knowledge and attitudes thus molding result-oriented educational managers.

1.4.5.1 Programme Learning Outcomes

This programme involves developing a new study programme and a new arena for knowledge. The result of two or more institutions joining forces to offer a study programme should be a programme of a higher academic standard than the institutions would achieve separately. In this regard, the programme leads to the following outputs:-

(i) Increase in the number of qualified teachers, policy analysts, education planners, researchers and advisers who can suitably fit in the local and global market;

(ii) Reduction of the shortage of head teachers, university lecturers, tutors, educational officials needed to teach and serve in the education sector;

(iii) Increased internationalization and visibility of the partner Universities, specifically at the Mzumbe University;

(iv) Improvement in educational research, academic performance and education Management both in schools, Teacher colleges and higher learning institutions.

1.4.5.2 Mode of Teaching

The mode of teaching consists of lectures and graduate seminars. The graduate seminars will involve critical analysis and alternative solutions to structured/unstructured problem solving, case analysis and discussions of topical issues at the end of delivery of each topic.

1.4.5.3 Duration of the Programme

Students will be enrolled to a full-time programme of 51 weeks that is three semesters. During the two semesters (including mid recess, examination preparations and examinations weeks), students will be exposed to intensive coursework; in the 3rd semester each student will undertake an independent research on an approved topic of own choice. Any student who, for reasons beyond his/her control, is unable to complete the degree requirements within the prescribed period must complete the same within not more than 3 years (thirty six months) from the date of admission/registration. After the end of semester two examination students are required to remain at the University for one week before departure for independent research. The week is dedicated for comprehensive graduate seminar on research component whereby individual student proposal and concept paper shall be presented. During this session students shall be assisted on how to go through their research work and allowed to modify and represent their research proposal before a research panel.

1.4.5.4 Admission Requirements

A candidate aspiring for admission to the MA Education degree programme shall have the following minimum qualifications:

i. hold at least a second class Bachelor’s degree (Education) from Mzumbe University or from any other accredited institution of higher learning institutions, or
ii. hold a **PASS** degree and an examined postgraduate qualification in the relevant field i.e. postgraduate diploma in education, together working experience in relevant field of not less than three years (this shall be major vetting factor).

1.4.5.5 **Evaluation Criteria**

The evaluation criteria for the proposed programme shall be as stipulated in the other graduate programmes currently offered by the Mzumbe University (see Examinations Regulations and Students’ Assessment Criteria by Law, 2012). It comprises three sub components: continuous assessment, end of semester examination and a thesis.

1.4.5.6 **Continuous Assessment:**

In order to be awarded the Master of Arts in Education degree, students must successfully complete all their coursework for each subject. Continuous assessment carries a total of 50 marks (50%). Its assessment shall be administered as follows:-

1. Test (controlled) 10% marks
2. Group work with presentation (assignment) 20% marks
3. Project paper (Term paper) 20% marks (This shall be students own educational related problem solving piece of work).

A student must score at least 25% marks in the continuous assessment; otherwise a student will be required to sit for a supplementary examination.

1.4.5.7 **End of Semester Assessment**

There shall be end of semester examinations at the end of every taught semester and each student enrolled in the proposed programme shall be required to sit for all subjects offered during the semester. Final examination carries a weight of 50%.

- A student must score 50% (25 marks) of the final examination allocated marks; otherwise the student will be considered to have failed the examination and shall be required to sit for a supplementary examination.
- A student is allowed to fail in not more than two (2) courses in any of the semester, or in all three semesters.
- Supplementary examinations shall be done when such course is offered, except for the finalists who will be required to sit their supplementary examinations at the end of the three semesters.
- A five point system shall be used in averaging the final grades and each course is graded out of a maximum of 100 marks and assigned appropriate letter grades based on equations. The grading system for proposed master’s programme shall be as follows:-

<table>
<thead>
<tr>
<th>Percentage range</th>
<th>Letter grade</th>
<th>Grade Points</th>
<th>Interpretation</th>
</tr>
</thead>
<tbody>
<tr>
<td>75 - 100%</td>
<td>A</td>
<td>5</td>
<td>PASS</td>
</tr>
</tbody>
</table>
The pass grade per course is 2.0

1.4.5.8 Thesis

Thesis carries a total of (100%). The thesis shall be evaluated in accordance with the University policy and procedures. Each student is required to submit a thesis which carries a total of ten credit points. The completed thesis is examined by both external and internal examiners (including the Major Supervisor). Normally, three examiners constitute the Student Examination Committee under the chairmanship of the Major Supervisor. Two components are evaluated in the thesis, namely, the written thesis and oral examination to defend the scholarly piece of work presented by the student.

Programme Structure

<table>
<thead>
<tr>
<th>Programme Structure- MA Education</th>
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</thead>
<tbody>
<tr>
<td><strong>YEAR 1</strong></td>
</tr>
<tr>
<td><strong>Semester 1</strong> (October-January)</td>
</tr>
<tr>
<td>-----------------------------------</td>
</tr>
<tr>
<td>EDU 600 Curriculum Development and Teaching</td>
</tr>
<tr>
<td>EDU 601 Comparative Education</td>
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<tr>
<td>EDU 602 Research Methods in Education</td>
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<tr>
<td>Elective</td>
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<td>16 CP</td>
</tr>
</tbody>
</table>

List of Elective Courses

**Semester 1**
- EMA 606: Management of Organization Behavior in Education
- EDU 607: Career guidance and Counseling
- EDU 608: Advanced Sociology of Education
- EDU 620: Policy Studies in Education

**Semester 2**
- EMA 609: Quality Assurance in Education
- EDU 610: Community guidance and counseling
- EMA 611: Education Systems and Planning
- EMA 618: Change Management and Organization Development
11.5 Course Listing
COM 050: Business Communication
COM 070: Communication Skills for Law
COM 100: Communication Skills
COM 101: Study Skills and Business Communication
COM 102: Intensive Grammar
COM 103: Communication Skills for Law
COM 104: Communication Skills for Teachers
ECO 020: Business Economics
ECO 102: Economics
ECO 111: Microeconomics
ECO 121: Macroeconomics
ECO 123: Principles of Economics
ECO 206: Health Economics
ECO 211: Intermediate Microeconomics
ECO 212: Econometrics I
ECO 213: Public Finance
ECO 214: Economic Policy & Planning I
ECO 222: Econometrics II
ECO 223: Research Methods for Economists
ECO 224: Economic Policy & Planning II
ECO 225: Social Cost Benefit Analysis
ECO 226: Agricultural Planning, Policy & Development
ECO 307: Project Management & Public Finance
ECO 321: Monetary Economics
ECO 322: International Economics
ECO 323: Quantitative Economics
ECO 324: Investment Analysis
ECO 326: Urban Economics
ECO 327: Environmental and Resource Economics
ECO 328: Labour Economics
ECO 329: Participatory Development Approaches
ECO 500: Managerial Economics
ECO 501: Advanced Microeconomics
ECO 502: Advanced Econometrics Theory
ECO 503: International Trade Policy
ECO 504: Project Planning and Financial Analysis
ECO 505: Project Implementation Management
ECO 506: Development Economics
ECO 507: Development Policy
ECO 508: Monetary Economics
ECO 509: Public Sector Economics
ECO 601: Advanced Macroeconomics
ECO 602: Applied Econometrics
ECO 603: Economic Analysis of Projects
ECO 604: Human Capital Management & Organization in Projects
ECO 605: Economic Policy and Planning
ECO 606: Development Financing
ECO 607: International Economics
ECO 608: Industrial Economics
ECO 610: Research Methodology
ECO 611: Environmental & Natural Resource Economics
ECO 612: Labour Economics
ECO 614: Health Economics
EDU 100: Principles of Education
EDU 101: Introduction to Educational Psychology
EDU 102: Child Development and Learning Process
EDU 103: Commerce Teaching Methods
EDU 104: Accountancy Teaching Methods
EDU 105: English Language Teaching Methods
EDU 106: Mathematics Teaching Methods
EDU 107: Economics Teaching Methods
EDU 107: Economics Teaching Methods
EDU 109: Classroom Practical Teaching and Organization
EDU 200: Principles of Curriculum Development and Teaching
EDU 201: Educational Media and Technology
EDU 202: History of Education
EDU 203: Contemporary Issues in Education
EDU 204: Education Measurement and Evaluation
EDU 205: Research Methods in Education
EDU 206: Educational Statistics
EDU 207: Education, Career Guidance and Counseling
EDU 210: School Governance and Leadership
EDU 300: Philosophy of Education
EDU 301: Sociology of Education
EDU 302: Economics of Education and Finance
EDU 303: Human Rights and Gender Issues in Education
EDU 304: Pedagogy of Teacher Education
EDU 305: Special Education
EDU 308: Comparative Education
EDU 310: Education Project Analysis and Management
EMA 110: Principles of Management
EMA 112: Organization Theories
EMA 115: Policy Studies in Education
EMA 201: Human Resource Management and Development
EMA 202: Change Management and OD Interventions
EMA 210: School Governance and Leadership
EMA 306: Education Planning, Management and Administration
EMA 307: Organizational and Administrative Behavior in Education
EMA 320: Human Resource Management in Education
ENG 100: Literature and society, theories and devices
ENG 101: English Structure
ENG 200: Poetry & Drama
ENG 201: Morphology
ENG 209: Phonetics and phonology
ENG 300: Second Language Learning
ENG 301: The Rise of the Novel
ENG 318: Sociolinguistics
KISW 101: Isimu
KISW 108: Semantiki na Pragmatiki
11.6 Faculty Staff

Faculty Dean and Associate Professor

Charles S. Tundui  
ADEP (IDM), Cert.(UNCRD) MSc. (Bradford) PhD  
(Kwazulu Natal)

Associate Dean and Lecturer

Mursali. A. Milanzi  
ADEP (IDM), MSc. (Agricultural University of Norway), PhD (Agder)

Academic Staff List:

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Head of Department and Assistant Lecturer

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**Associate Professors**

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*Dip. Ed. (Tabora T.C), BED (UOA), M.A. (Linguistics)*

(UDOM)

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Center for Population Studies

**Head of Population Centre and Associate Professor**

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**Head of Department and Lecturer**

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**Lecturer**

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Assistant Lecturer

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Bryson Kinyaduka  
Cert. Ed. (Tabora TTC), Dipl. Ed. (Mpwapwa TTC). BA.Ed. (UDSM), MA. Ed. (UDOM), (on PhD studies).

Mustapha J. Almasi  
B. Ed (Psy)(UDSM), MA.(ASP) (UDSM)

Jacob F. Salasu  
Dipl. Ed (St.Joseph), B.Ed(UDSM), MA Ed. (UDSM)

Joyce F. Kiwara  
Dipl.Ed (Morogoro ), BA (Geography) UDSM, PGD) (UDSM) MA. Ed.(DSM)

Isaya Lupogo  
BA. (UDSM), (M.A. Linguistics) (UDSM)

Omary M. Yahaya  

Edward N. Mwamakula  

Jiimy E. Kihwele  
Bed Arts (UDSM), MA.Ed. (UDOM).

Tutorial Assistant

Kubwela Rumulika  
BED (Econ. & Maths) (MU)

David Cosms  
BED (Econ. & Maths) (MU)
12 INSTITUTE OF DEVELOPMENT STUDIES

12.1 Introduction
The Institute of Development Studies (IDS) was established in line with Mzumbe University by the Mzumbe University Charter of 2007 made under Section 25 of Universities Act No.7 of 2005 which repealed Mzumbe University Act No. 21 of 2001. As a university organ, IDS is responsible for teaching, conducting research and development interventions, offering advisory services and undertaking publications on various development issues.

IDS offers development studies courses to both undergraduate and graduate students. All undergraduate students must take a Development Studies course in the first year of studies. Currently the Institute does not offer its own degree programme at undergraduate level but it offers Master of Science degree programmes in Development Policy (MSc DP) and Environmental Management (MSc EM). In addition, the institute offers Doctor of Philosophy (PhD) in Development Studies.

The history of the Institute can be traced back to 1972 when the Political Education Subject Panel was set up under the defunct Institute of Development Management (IDM), Mzumbe. The subject matter of this Panel was multi-disciplinary in nature drawing teaching staff from various departments. In 1976, the Panel was changed to Political Education Department to emphasize teaching of the policy of Socialism and Self Reliance which was the national guiding philosophy by then. In 1988, it changed to Development Studies Subject Panel to give it an international character. With the transformation of IDM-Mzumbe to Mzumbe University in 2002, the Development Studies Subject Panel was elevated to become the Institute of Development Studies.

12.2 Vision
It is espoused that the Institute of Development Studies is to be a centre of academic excellence in generating knowledge for a sustainable development process in Tanzania and Africa through research, teaching, advisory services and outreach activities.

12.3 Mission
The mission of the Institute of Development Studies is to promote knowledge on development issues in Tanzania and Africa through sound research, teaching, consultancy, outreach activities and publication by advocating creativity, innovativeness, professionalism and team spirit.

12.4 Objectives of the Institute
The overall objective of the Institute of Development Studies is to provide conducive environment for generating, propagating and preserving knowledge about development issues in Tanzania, Africa and other developing countries.

More specifically, the objectives of IDS include:
♦ To ensure dissemination of knowledge about socio-economic development to the community through research, interventions, publication and advisory services in Tanzania and beyond
♦ To introduce students to development perspectives and factors influencing the development process in developing countries by enabling them to learn concepts and theories of socio-economic development in developing countries
♦ To introduce students to key issues relating to international development;
♦ To equip students with analytical skills of incorporating crosscutting issues such as gender, HIV/AIDS and environment in development;
♦ To introduce students to the impact and role of governance in socio-economic development; and
♦ To enable students disseminate and apply the acquired knowledge in combating poverty in all its manifestations.
12.5 Institute Departments and Centres
Services offered under the Institute of Development Studies are departmentalised in order to facilitate their smooth implementation. Currently there is one department and three centres as listed hereunder:

♦ Department of Development Policy, charged with research, teaching and consultancy on policy issues,
♦ Centre for Environment, Poverty and Sustainable Development, charged with research, teaching, intervention and consultancy on poverty and environmental issues,
♦ Centre for Gender Development, charged with research, teaching, intervention and consultancy on gender issues, and
♦ Centre for Rural Development, charged with research, teaching, intervention and consultancy on crosscutting issues pertaining to development in rural areas.

Due to its interdisciplinary and multidisciplinary nature, the Institute’s activities as an entity or through faculty members go beyond the above mentioned key areas. IDS members work in cooperation with other departments of the University in such activities as teaching, research, intervention and advisory activities.

12.6 Programmes and Courses offered by the Institute of Development Studies
12.6.1 Overview
IDS offer Development Studies courses to both undergraduate and graduate students. All undergraduate students must take a Development Studies course in their first year of studies. Currently, the Institute does not offer its own degree programme at undergraduate level but it offers Master’s and doctoral degree programmes. Master of Science in Development Policy (MSc. DP) is offered under the Department of Development Policy and Master of Science in Environmental Management (MSc. EM) is offered under the Centre for Environment, Poverty and Sustainable Development. Doctor of Philosophy (PhD) in Development Studies is offered by the Institute in varied areas of specialisation.

12.6.2 Undergraduate Courses
The following are courses offered by the IDS at Undergraduate level.
DST 010: Introduction to Rural Development (2 credit points)
DST 020: Introduction to Development Perspectives (2 credit points)
DST 100: Development Perspectives (2 credit points)
DST 101: Introduction to International Cooperation (2 credit points)
DST 103: Development Studies for Education (2 credit points)
DST 200: International Cooperation and Development (2 credit points)
DST 201: Introduction to International Relations (2 credit points)
DST 210: Community Participation in Development (2 credit points)
DST 300: Gender and Environment Management (2 credit points)

12.6.3 Postgraduate Programmes
12.6.3.1 Master of Science in Development Policy (MSc. DP) Programme
Formulation of development policies is one of the continuous functions of any manager in the government and among non-governmental development actors. MSc (Development Policy) programme offers an opportunity (but not limited) to officers of the policy and planning divisions of the central government, administrative officers, planning officers, statisticians, economists, policy makers and analysts, demographers, monitoring and evaluation officers and development programme/project officers.

The overall goal of the programme is to:

i. Build national and sectoral capacities among policy makers, development planners and managers for analytical understanding of development policies and reforms to bear impact on poverty reduction for sustainable development.

ii. Enhance through development policy formulation, policy analysis and policy research skills for improved development management, monitoring and evaluation.

Specifically, at the end of the programme students should be able to:
Identify and analyse development problems;
(ii) Formulate development policies tuned to the dictates of the development challenges faced by developing countries;
(iii) Initiate policy interventions to address development problems;
(iv) Initiate participatory planning, formulation, management, monitoring and evaluation of development policies in the central government, sectoral ministries, local government authorities, NGOs and private sector development actors.

MSc. Development Policy Courses
DST 600: International Relations (4 credit points)
DST 610: Governance and Development (4 credit points)
DST 620: Project Planning, Monitoring and Evaluation (4 credit points)
DST 630: Development Policy formulation and Analysis I (4 credit points)
DST 640: Development Theory and Practice (4 credit points)
DST 650: Participatory Development Planning (4 credit points)
DST 680: Social Science Research in Development Studies (4 credit points)
DST 700: Development Policy Formulation and Analysis II (4 credit points)
DST 720: Environment Management (4 credit points)
DST 730: Development Policy and Poverty Reduction (4 credit points)
DST 740: Gender and Development Policy (4 Credit points)
DST 780: Public and Private Sector Relationships (4 credit points)

Programme Structure

<table>
<thead>
<tr>
<th>SEMESTER I</th>
<th>SEMESTER II</th>
<th>FIELD WORK</th>
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</thead>
<tbody>
<tr>
<td>OCTOBER - JANUARY</td>
<td>MARCH - JUNE</td>
<td>JULY - MARCH</td>
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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>DST 640</td>
<td>Development Theory and Practice</td>
</tr>
<tr>
<td>DST 730</td>
<td>Development Policy and Poverty Reduction</td>
</tr>
<tr>
<td>DST 630</td>
<td>Development Policy Formulation and Analysis I</td>
</tr>
<tr>
<td>DST 740</td>
<td>Gender and Development Policy</td>
</tr>
<tr>
<td>DST 610</td>
<td>Governance and Development</td>
</tr>
<tr>
<td>DST 700</td>
<td>Development Policy Formulation and Analysis II</td>
</tr>
<tr>
<td>DST 620</td>
<td>Project Planning, Monitoring and Evaluation</td>
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<tr>
<td>DST 780</td>
<td>Public and Private Sector Relationships</td>
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<tr>
<td>DST 680</td>
<td>Social Science Research in Development Studies</td>
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<tr>
<td>ELECTIVES</td>
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<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>DST 600</td>
<td>International Relations</td>
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<tr>
<td>DST 720</td>
<td>Environment Management</td>
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<tr>
<td>ICT 501</td>
<td>ICT for Development</td>
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<tr>
<td>DST 650</td>
<td>Participatory Development Planning</td>
</tr>
</tbody>
</table>

12.6.3.2 Master of Science in Environmental Management (MSc. EM) Programme
The general objective of this Master’s programme is to qualify young professionals for a career in the area of environmental management. The programme aims at producing graduates with capability to constructively engage in complex environmental concerns that confront contemporary societies. It
emphasizes on the integration of theory and practice and provides interdisciplinary ground in sustainability, environmental management, impact assessment, auditing and policy.

The programme is open to graduates from a wide range of background and experience. It caters for both mid-career professionals wishing to gain a postgraduate qualification, upgrade and extend skills and knowledge, or move into the environmental field, and suitably qualified graduates from cognate fields.

At the end of the programme, students will have:
- a sound understanding of the key approaches in environmental management;
- ability to adopt managerial and leadership skills in decision making as environmental managers thus making it possible to reach solutions in environment related problems in varied situations;
- ability to tackle the principal environmental policy issues confronting managers in diverse geographical and cultural situations;
- an awareness of the ethical and moral issues involved in seeking the wise and sustainable use of resources;
- a range of relevant practical skills, particularly in the fields of environmental impact assessment, auditing and legislation;
- an understanding of and ability to link global and local environments.

**MSc. EM Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>EM 510</td>
<td>Global Environmental Concerns and Disaster Management</td>
<td>4</td>
</tr>
<tr>
<td>EM 511</td>
<td>Research Methodology</td>
<td>4</td>
</tr>
<tr>
<td>EM 512</td>
<td>Geographical Information System and Remote Sensing (GIS and RS)</td>
<td>4</td>
</tr>
<tr>
<td>EM 513</td>
<td>Integrated Waste and Pollution Management</td>
<td>4</td>
</tr>
<tr>
<td>EM 514</td>
<td>Project Planning, Monitoring and Evaluation</td>
<td>4</td>
</tr>
<tr>
<td>EM 520</td>
<td>Development and Environmental Economics</td>
<td>4</td>
</tr>
<tr>
<td>EM 521</td>
<td>Policy and Legal Aspects of Environmental Management</td>
<td>4</td>
</tr>
<tr>
<td>EM 522</td>
<td>Environmental Impact Assessment and Auditing</td>
<td>4</td>
</tr>
<tr>
<td>EM 523</td>
<td>Gender Issues in Environmental Management</td>
<td>4</td>
</tr>
<tr>
<td>EM 524</td>
<td>Environmental Ethics</td>
<td>4</td>
</tr>
<tr>
<td>EM 525</td>
<td>Basics of Ecology and Conservation</td>
<td>4</td>
</tr>
<tr>
<td>EM 526</td>
<td>Land and Water Resources Management</td>
<td>4</td>
</tr>
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<td>EM 527</td>
<td>Environment and Sustainable Energy Utilization</td>
<td>4</td>
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<tr>
<td>EM 528</td>
<td>Environmental Health</td>
<td>4</td>
</tr>
<tr>
<td>EM 529</td>
<td>Corporate Management and Leadership Skills</td>
<td>4</td>
</tr>
</tbody>
</table>

**Programme Structure**

<table>
<thead>
<tr>
<th>Semester I (October- January)</th>
<th>Semester II (March- June)</th>
<th>Field work (July- March)</th>
</tr>
</thead>
</table>

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12.6.3.3 The Doctoral programme
IDS offers a Doctor of Philosophy (PhD) programme in Development Studies whose purpose is promote research based on independent and original thinking as well as to foster excellence in the area of development and other growth drivers. The programme aims at developing a knowledge pool that will critically analyse practical solutions to development issues in African countries and other developing nations.

Since development studies is both interdisciplinary and multidisciplinary in nature, applicants for PhD in Development Studies may specialise in different areas such as governance and development, health and development, education and development, agriculture and development, gender and development, environment, population and development, politics and development policy analysis, rural development as well as law and development.

Full time candidates are expected to complete their programme in a minimum of three (3) years and a maximum of six (6) years. Part time candidates will have a maximum of eight (8) years to complete the programme.

12.6.4 Other Services
The Institute facilitates workshops with a focus on development issues. Currently the Institute, on behalf of the University, organizes annually, the Mzumbe University Mwalimu Nyerere Day, an academic event marked by academic paper presentations from academicians, politicians and...
development practitioners when commemorating the policies and the contribution of the first President of Tanzania in development. Efforts are being made to give it an international character. Additionally, the institute coordinates research on Gender and Development and Environmental Management issues at the University.

12.6.5

**Institute’s Academic Staff**

**Director and Senior Lecturer Dr Ashatu Kijaji:** ADEP (IDM-Mzumbe), MSc. Business Administration (University of Agder), PhD (Economics) University of Agder.

Associate Director and Lecturer Yona M. Matekere Cert.(Nachingwea), Dipl-Ed.(Mpwapwa), BA-Ed (UDSM), MA-DS (UDSM)

**Centre for Environment, Poverty and Sustainable Development**

Head of Centre and Lecturer Dr. Mamkwe C. Edward Dip. (Ed.) (Kleruu TTC), BSc.(SUA), MSc. (SUA), PGD (ISS) PhD (SUA)

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Lecturers
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Fatuma Nyihirani BSc.(SUA),MSc.(UDSM)
Editha M. Ndunguru BA. (UDSM), MA. (UDSM)

Assistant Research Fellows:
Nicolaus J. Kavana MD (USSR), DAP (Malaysia), MSc. (Malaysia) PhD (SUA)

**Department of Development Policy.**

Head of Department and Lecturer Elizabeth Lulu Genda Dip-Ed. (Korogwe), BA-Ed.)UDSM, MA-Demography (UDSM) PhD UDSM

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Moses J. Ndunguru BA-Ed.(UDSM), MSc. (IHS, Erasmus University)(On PhD Studies)

**Assistant Lecturers:**
Triphon G. Mbawala, Dip-Ed (Kleruu),BRDP (IRDP), MSc-DP (MU), (on PhD studies)

**Centre for Rural Development**

Head of Centre and Lecturer Dr. Athanas A. Ngalawa BA (FineArt), MA (UDSM), PhD ( Alberta)

Professors:
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Lecturers:
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Adolf F. Makuuki BSc (Agric.), MSc (Agric), MA (Rural Development) (SUA), (On PhD Studies)
Venosa A. Mushi BSc(SUA), PGD-EDU (UDSM), MA(SUA) PGD(Poverty, analysis for socio-economic security and development, ISS, (on PhD Studies)
Dr. Mamkwe C. Edward Dip. (Ed.) (Klerauu TTC), BSc., MSc.PGD (ISS) (SUA), PhD (SUA)

Centre for Gender Development
Head of Centre and Lecturer Dr. Jasmine Tiisekwa BA.-Ed. (UDSM), M.A. (SUA), PhD(SUA)

Associate Professors:
Eulalia I. Temba BA.-Ed (UDSM), MA (ISS), PhD (UDSM)(On contract)

Lecturers
Yona M. Matekere Cert. (Nachingwea), Dipl -Ed.) (Mpwapwa) BA-Ed, M.A. (UDSM)
13 DIRECTORATE OF INFORMATION AND TECHNOLOGY (DICT)

13.1 Introduction

The Directorate of Information and Communication Technology (DICT) was created in 2001 after the then Institute of Development Management was transformed to a University. Currently the directorate has offices in all of the available campus with qualified number of staff and resources responsible in mainstreaming the ICT services to support core activities at the university.

13.2 Objectives of the Directorate

The DICT handles all matters related to information and communication technology activities at the University. Its major objective is to ensure that the University has the right technology at the appropriate time and with a right quantity and quality. It also ensures that the ICT services are readily available to users in the University and downtime is minimal. The vision of the Directorate is to facilitate the University with wide access to and utilization of Information and Communication Technology and to enhance the position of Mzumbe University as center of academic excellence, and its contribution to the sustainable development of society by using ICTs. The mission of DICT is to provide technical support related to ICT services to all stakeholders of Mzumbe University and its partners.

13.3 Functions of the Directorate

(i) To advise the Mzumbe University (MU) management on the appropriate ICTs to acquire;
(ii) To advise the MU management on the acquisition of both hardware and software;
(iii) To advise the MU management on the segmentation of the LAN to logical division;
(iv) To advise the MU management on the development and maintenance of corporate and other databases;
(v) To advise the MU management on how to share resources in the LAN;
(vi) To train users – students and employees – on new software;
(vii) To service and repair computer systems and their peripherals;
(viii) To organize and supervise major repair on ICTs in case MU technicians fail to solve the problem;
(ix) To supervise and monitor the usage of computer equipment in staff offices and students’ laboratories;
(x) To develop and customize computer software;
(xi) To set ICT utilization policy and user guidelines and oversee its implementation;
(xii) To develop and maintain MU website;
(xiii) To ensure that the MU Local Area Network (LAN) works properly all the time;
(xiv) To design and facilitate specialized computer applications courses; and
Any other function as may be directed by the University Management through the Deputy Vice Chancellor.

13.4 Departments in the Directorate

To ensure that the directorate is able to perform and fulfill the intended obligations, the above functions are shouldered by three departments as follows:-
13.4.1 Department of systems management

It deals with managing the overall infrastructure and systems of the university. Among other things the departments plans for hardware and network acquisition, expansion and administration. All issues related to servers, backups, local area network (LAN) – (wired and wireless), Internet and Intranet services, users and resource management, and general control and security of ICT infrastructure and services. It is the core department in the DICT; other departments under the directorate rely on the successful implementation of her services.

13.4.2 Department of software development and application

It deals with ensuring the university has the right software within the established university standards to support all core activities. This includes managing software acquisitions, development, as well as customization to fit the university needs. It is responsible in establishing the university standards that will ensure the security, confidentiality, privacy of transactions, data and information, as well as supporting users in the cause of using the software systems to accomplish day to day activities.

13.4.3 Department of maintenance and technical services

It deals with ensuring the available university ICT technologies and services accessible and usable by the university stakeholders. It ensures the university employees and students are able to accomplish their responsibilities within minimum technical interruptions. Among other things the department ensure right technologies are acquired at the university, organizes routine services to all the university equipments, and deals with all issues related to technological standards and policies, and providing technical supports to users.

13.4.4 ICT services

To support academic delivery, research and consultancy services at the university, DICT hosts a number of ICT services accessible to students, staff, stakeholders and partners. The following are some of services that are currently offered by the DICT:-

Mzumbe university local area network and Internet

Currently all university campuses offices, lecture theatres and seminar rooms are connected to the fast and reliable local area networks that through fiber backbone. Students, staff and other stakeholders have the choice to use wireless or wired network services. Dar es Salaam campus is connected to the Internet through national fiber backbone provided by COSTEC under the ministry of science and technology. Morogoro and Mbeya campuses are connected to the Internet through Tanzania Telecommunication communication limited (TTCL). Main campus is among piloted thirty two (32) Higher Learning and Research Institutions (HERIs) to be connected to the national fiber backbone through LASTMILE connectivity project. The project is expected to be completed by the end of the year 2012. When the project is completed, member institutions are to benefit from a number of shared academic and research services as well as shared bandwidth. The available infrastructure provides the opportunity to users to benefit from the available Intranet and Internet services.

Academic record information system (ARIS);

The system deployed in 2011 and hosted at the university main campus the system provides core information base related to all student information from the time of enrolment, before and after graduation. It consists of modules related to student general information, academic programs and results, accommodation and financing. The system is open for more modules whenever need arises. Among other things the system is used to provide information needed to declare students
results, progress reports and transcripts. Students, lecturers and other relevant stakeholders can access information from anywhere using the Internet.

**Electronic learning system (e-learning)**

The E-learning system addressed the growing number of students and cost of production materials, the university deployed the e-learning system at the university in 2009 and hosted at the main campus. The system has improved student and lecturer communication and participation, also availability of course to students even when they are not at the institutions due to a number of reasons. Almost 20% of university modules are delivered in combination of e-learning system and the normal class session. The current university strategy emphasizes on the proper utilization of improving the e-learning services across the university campuses and in the future distance learning courses.

**Electronic mail services**

The Mzumbe email service is the main communication tool within Mzumbe university campuses. Staff and management use the service to share a range of information from individual to specific mailing lists. Currently the Directorate in collaboration with Google managed to establish and deploy student mail services through Google Apps technologies. The discussions and process to migrate staff mail services to Google servers is underway. If the migration process will be successful, the communication between staff, management, and staff will further be improved.

**Electronic Library system**

Together with Directorate of Library and Technical services, DICT has been supporting the library systems. Currently the university hosts the library system responsible in storing bibliographic details of books as well as controlling book circulation. Information about books and borrowers are now managed through the system. Together with library were working on deploying an Institutional repository that shall hosts all Mzumbe university scholarly materials. The process will requires installation of the system as well as digitizing the existing scholarly materials. Once completed the students and relevant stakeholders will have full access to digital copies of the locally produced scholarly materials.

**Helpdesk services**

To ensure staff and students enjoys our services, the directorate offers a dedicated helpdesk services to our customers. Every time there is a dedicated ICT staff to attend to customer enquiries and coordinate the case with other experts in the Directorate.

**Other services;** the directorate supports other services related to human resource management, finance, and payroll services.
14 DIRECTORATE OF RESEARCH, PUBLICATIONS AND POSTGRADUATE STUDIES

14.1 Introduction
The directorate was established in August 2002, after taking over the functions of the former Departments of Research, Information and Publication, Committee for Field Attachment, and part of the duties of the former Directorate of Graduate Studies. This is a policy coordination directorate of the University in matters pertaining to research, publications and postgraduate studies.

14.2 Functions and Roles
Functions and roles of the directorate as related to research and publications include coordination of the implementation of the University Research and Publication Policy, forging intra and inter-institutional collaboration in research, preparation of University research plans and budgets, solicitation of research funds, coordination of internal and external dissemination of research findings, publication of the University UONGOZI journal, and management of the University Publication Foundation.

The directorate functions related to postgraduate studies include policy coordination of postgraduate programmes in terms of quality control and assurance, which include vetting of academic programmes and programme structures, coordination of admissions, and ensuring adherence to the delivery of approved programmes of study. The various faculties and teaching directorates are responsible for operational academic management and administration.

The overall coordinating functions of the Directorate are:
(i) To initiate, stimulate and develop research and publication in the University;
(ii) To administer and co-ordinate the admission and registration of post-graduate students including Master’s and Doctorate Programmes;
(iii) To co-ordinate and supervise research work for graduate students in liaison with relevant faculties, institutes and directorates;
(iv) To administer and manage research and publications.
(v) To disseminate information through workshops and conferences; and
(vi) To co-ordinate, oversee and monitor field studies by all students and or jointly by staff and students.

14.3 Departments of the Directorate
The Directorate is structured into two departments: Research and Publications and Postgraduate Studies. The Directorate is headed by a Director assisted by two Heads of Departments.

14.4 Areas of Research
The university conducts research on the following broad areas in accordance with the functions set out in the Act establishing the Mzumbe University:

(i) The government sector including Local Government
(ii) The Industrial Sector.
(iii) Agro-Industry.
(iv) The Service Sector.
(v) Environmental Issues.
(vi) Population and Development Issues.
(vii) Gender and Development Issues.
(viii) Systems Thinking.
(ix) Information and Communication Technology.

Besides the aforementioned research areas, both students and Academic Staff are at liberty to develop and conduct research in any other areas of their interest.
15 DIRECTORATE OF EXTERNAL LINKAGES AND COMMUNITY ENGAGEMENT (DELCE)

15.1 Mission Statement of DELCE
The sub-mission of the Directorate of External Linkages and Community Engagement is to promote and provide opportunities for the close, effective and sustainable working relationship with communities, governments and other partners in changing lives through collaborations and conducting professional, action-oriented and practical training, consultancy, and outreach services.

15.2 The main functions of DECLE are:
(i) Issuing policies and guidelines for short courses and consultancy activities at the University
(ii) Coordination of all short courses and consultancy activities at the University
(iii) Provision of ‘market intelligence’ for short courses and consultancies to schools and faculties
(iv) Coordinate International and National Collaborations between Mzumbe University and its partners
(v) Quality assurance of all assignments and provision of feedback to schools and faculties
(vi) Coordinate the Operations of the Lumumba Complex (amongst other things, linking Lumumba with short courses run by the University)
(viii) Design and run teaching skills enhancement courses for Mzumbe University and distance learning programmes for relevant stakeholders.

15.3 Units in the Directorate
The Directorate has four units as follows
(i) Short courses and Consultancy
(ii) Outreach Services, Marketing and Collaborations
(iii) Teaching Skills and Distance Learning
(iv) Lumumba Complex Operations

16 DIRECTORATE OF LIBRARY & TECHNICAL SERVICES

16.1 Mission Statement of the Library
The Sub-mission of the Mzumbe University (MU) Library which contributes towards the main MU mission is to support the teaching, research and technical services of the University through provision of books, journals, audio visual equipment and bindery services. The library is therefore, a backbone of the University in terms of facilitating teaching through storage of information resources and provision of study places.

16.2 Departments in the Directorate
The Directorate has three Departments as follows:
(i) Department of Reader Services
The Department of Reader Services coordinates all reader services within the library, organizes the library stock and coordinates the book circulation. The Head of Department acts as a link between the Directorate and book borrowers.
(ii) Department of Library & Technical Services
The Department of Library Technical Services is responsible for book selection, acquisitions, processing and automation of all new library materials. In addition, the department conducts annual evaluation of book stock, provision of bindery services and audio visual aids which support the teaching functions. These teaching aids are as follows:

a) LCDs and Projection Screens,

b) Portable Overhead Projectors,

c) Photographic services,

d) Public address systems,

e) White boards.

(iii) Department of Library Science and Information Management.

The Department of Library Science and Information Management is responsible for provision of reference services to readers, selection, acquisitions and processing of periodicals/journals, students and staff research reports and theses, reference books, and organizing information in the shelves. It also deals with provision of information search training to library users both manually and electronically.

16.3 The Library Resources

The Library collection is geared towards providing materials and audio visual aids to support the teaching, learning and research activities of the University. The Library contains one of the best and up-to-date book collections in the fields of Management, Administration, Accountancy, Business Economics, Education, Law, ICT, environment, Statistics and Health Service Management. The collection currently comprises about 41,000 book volumes for all three campuses that cater for all the courses conducted at the University. The book collection can be viewed online through this web address: http://library.mzumbe.ac.tz. There are about 900 titles of periodicals including journals which provide current information in related fields. The library can accommodate about 750 readers at a time and has 19 study carrels for students’ use while carrying intensive study.

The book stock is classified and arranged according to the Dewey Decimal Classification System, 22nd edition, and catalogued according to the Anglo American Cataloging Rules (AACR2) 2nd ed. Revised, in 2002.

16.4 Library Rules and Guide

The library produces Library Rules and Guide as may be required within an academic year. The Rules and Guide are for distribution to fresh students during the orientation week and they are required to read and abide by them. In addition, there is growing collection of CDs that accompany some new books. These CDs are important because they provide summary of information contained in books in various subject areas.

16.5 Staff List

Director
George Bea. ADPA (IDM), Msc. Agder University College (Norway)

Associate Director
Goodluck Mosha. B Ed. (Hons) UDSM, MA. Information Studies (UDSM)
Directorate of Undergraduate Studies

The Directorate has three units, namely Admissions Unit, Examinations Unit and Field Studies.

Functions of the Directorate of Undergraduate Studies

(a) To serve as the Senate Secretary on matters pertaining to undergraduate programmes;
(b) To coordinate undergraduate admissions including Students’ registration;
(c) To coordinate undergraduate students coursework and fieldwork/or research activities;
(d) To process and coordinate undergraduate examinations, as well as observing examination irregularities.

Directorate of Students’ Welfare (DSW)

Introduction

Basically students support services are very essential for smooth running of the academic institution. Therefore from the era of the then Institute of Development and Management (IDM) to the current existing Mzumbe University, students support services have been part and per se of the institution structure. During the IDM era students support services were under the Department of Students Welfare and it caters for not more than 1150 students. After transformation to Mzumbe University the same department remained for
some years and 2010 was restructured to the Directorate of Students Welfare for efficient provision of the services to the increased number of students.

18.2 Functions of DSW
Mzumbe University Charter 2007 part VI 48 (2) states clearly that the Directorate of Students Welfare should offer proper, efficient and effective administration of the affairs and general welfare of the students of the university. Therefore our specific functions are to:

• Provide accommodation services to all on campus undergraduate and post graduate students.
• Provide guidance and counselling services to students for their personal and social issues as well as their governing body.
• Facilitate sports and games to students and staff members

19 THE MZUMBE UNIVERSITY MBeya CAMPUS COLLEGE

19.1 Introduction
Mzumbe University Mbeya Campus College was established in January, 2006. Its establishment was due to high demand for higher education by many Tanzanians especially those who had reached advanced level of secondary education following the 'Double Cohort' in 2005. The Government through the Ministry of Higher Education, Science and Technology directed Higher Learning Institutions to admit more students. To solve the problem, Mzumbe University implemented it by establishing the campus.Mzumbe University Mbeya campus college provides academic activities including teaching, training short courses and consultancy for the University.

19.2 Programme Offered by Mzumbe University Mbeya Campus College

Certificate in Accountancy
Certificate in Human Resources Management
Diploma in Accountancy
Diploma in Human Resources Management
Diploma in Business Administration
Diploma in Law
Diploma in Logistics Management
Diploma in Statistics
Diploma in ICT
Bachelor of Laws
Bachelor of Business Administration (Marketing)
Master of Business Administration (MBA- Corporate Management)

19.3 Staff List

Principal and Senior Lecturer
Dr. Ernest P. Kihanga ADCA (IDM), CPA(T), MBA(Adger), MSc(Salford), PhD (Groningen)

Deputy Principal and Assistant Lecturer Assistant Lecturer
Mr. Yohana B. Seme  
Diploma in Education (Korogwe), LL.B Hons (UDSM), LL.M (UDSM)

Academic staff List:

Department of Administrative Studies

Head of Department and Assistant Lecturer

Kennedy Makafu  
LL.B (Hons) MU, LL.M (Pretoria)

Senior Lecturers

Mr. Ross E.J. Kinemo  
LL.B Hons (UDSM), PGDL (UDSM), LL.M (UDSM)

Assistant Lecturers

Yohana Seme  
Dipl.(Korogwe),LL.B (UDSM), LL.M (UDSM)
Kennedy Makafu  
LL.B (Hons) MU, LL.M University of Pretoria
Mr. Omari Issa  
Dipl. (Ed.) (DSM), LL.B (Hons) (UDSM), LL.M (Stockholm University)
Mr Yauleeni Zumba  
Bsc. (SUA), MA (SUA)
Ms. Neema Mwalyaguke  
Bsc (SUA), MA (SUA)
Ms. Ninga Mwampeta  
ADHA (IDM), Msc.(Agder)
Mr Vincent Mvungu  
LL.B (Hons) (UDSM), LL.M (MU)
Mr Ladielassius Rwakaza  
LL.B (Hons) (MU), LL.M (MU)
Mr Daniel Muya  
LL.B (Hons) (MU), LL.M (MU)
Mr Frenk Mchonvu  
LL.B (Hons) (UDSM), LL.M (University of Pretoria)
Mr Tasco Luambano  
LL.B (Hons) (MU), LL.M (UDSM), (On Phd Studies)
Mr Alfonse Dossa  
FTC (DSM), BPA (MU), MPA (MU.)
Ms Solana Ndunguru  
LL.B (Hons) (RUO), LL.M (RUO)

Tutorial Assistants

Mr. Stephen John  
LL.B (Hons) MU (On further studies)
Mr. Habib Kamru  
LL.B (Hons) MU (On further studies)

Department of Business Studies

Head of Department and Assistant Lecturer

Silverio D. Nyaulingo  
Diploma in Education (Dar TCC), BAF (MU), MSc (MU)

Senior Lecturer

Dr. Ernest P. Kihanga  
ADCA(IDM), CPA (T), MBA(Adger), MSc (Salford), PhD (Groningen)

Assistant Lecturers

Mr. Silverio D. Nyaulingo  
Diploma in Education (Dar TCC), BAF (MU), MSc (MU)
Mr. Eldephonce Ndolomi (Ag)  
ADBA (IDM-Mzumbe), MBA (Mzumbe) CPSP (T) NBMM
Ms Hellen Mushiri  
ADBA (IDM-Mzumbe), MBA (Mzumbe)
Mr. Francis Rilagonya  
BAF (MU), , MSc (MU)
Mr. Martin Mnyili  
BAF MU, Msc (MU), CPA (T) NBAA
Mr. Adrian Barongo  
ADA (TIA), Msc (MU)
Mr Andrew Mwansele  
Bsc (MU), Msc (SUA)

Tutorial Assistants

Mr. Jacob Mpemba  
BAF (Mzumbe) (On further studies)
Mr. Sarikaeli Borish  
BBA (OUT) (On further studies)
Mr. Frank Kilima  
BSc (Mzumbe),(On further studies)
20 THE MZUMBE UNIVERSITY DAR ES SALAAM CAMPUS COLLEGE

20.1 Introduction

Mzumbe University – Dar es Salaam Campus College attained its current name in January, 2011. It was formerly known as Mzumbe University-Dar es Salaam Business School, established in 2005. In line with the Mission of the University, the main purpose of the campus college is to offer high quality training, research and consultancy. The location of the campus is strategic, since Dar es Salaam is the home of many Tanzanians who would like to pursue Masters Degrees that the campus offers.

20.2 Degree Programmes Offered by the Campus College.

At the moment the Campus College offers the following Degree programmes:

(i) Master in Business Administration (Corporate Management)
(ii) Master of Public Administration
(iii) Master of Science in Human Resources
(iv) Master of Science in Marketing
(v) Master of Science in Accounting and Finance
(vi) Master of Science in Procurement and Supply Chain Management

In addition to these traditional Master Degree programmes, the Campus College also offers the following Executive Masters Degrees: Executive Master of Business Administration (EMBA); Executive Master of Public Administration (EMPA) and Executive Masters of Science in Human Resources Management (EMHRM).

These are accelerated programmes, designed especially for those interested in earning Masters in Business, Public Administration and MSc Human Resource Management degrees at the same time, pursuing their professional careers with minimal interruptions.

Also Campus College in Collaboration with the University of Bradford, UK offers two collaborative Master’s Degree programmes. These are Master of Science in Development Policy and Practice of Civil Society; and Master of Science in Economics and Finance for Development.

20.3 Campus College Academic Staff

Principal and Associate Professor

Prof. Ganka Nyamsogoro ADCA (IDM-Mzumbe), CPA (T), PGD (Greenwich), MSc. (Greenwich), PhD (Greenwich)

Deputy Principal and Lecturer

Andrew S. Sulle B.A (UDSM); MSc (Birmingham); Ph.D(Catholic University-Leuven)

ACADEMIC DEPARTMENTS

Department of Administrative Studies

Head of Department and Senior Lecturer

Dr. Flora Lucas Kessy BSc (SUA), MSc (Norway), Ph.D (Illinois)

Senior Lecturers:

Felician B. Mutarabukwa BSc. Ed (UDSM), M.Ed-Mgt S(Bolton), PhD (OUT)
Francis Mwajjande          BA. Ed. (UDSM), PGD (Warwick), M.A. (Wolverhampton), Ph.D (Arkansas)
Madale Mpamila            ADLA (IDM), PGD (Swansea), Msc. (Swansea), PhD (SUA)
Mr. Prosper H. Ngowi      ADEP (IDM), MBA (Agder) (on PhD at OUT)

Lecturers
Kanty P. Mtei             Dip-Ed (Marangu), BA-Ed (UDSM), MPA(Jackson State University), PhD (Jackson State University)
Darlene K. Mutalemwa      BA(Nottingham), MSc.(LSE), Ph.D(East-Anglia)
Godbertha Kinyondo        BSc (Maryland), M.A (American), Ph.D (Pretoria)
Andrew Mushu              BA.(UDSM); MA (UDSM), PhD (Birmingham)
MsLucy Massoi             ADPA (IDM), MPhil (Bergen), (on Ph.D studies)
Mrs. Coretha Komba        ADEP (IDM), PGD (Maastricht), M.A. (International University of Japan), (On Ph.D Studies)

Assistant Lecturers
Mrs. Mary Rutenge         BPA (Mzumbe), MSc. (Meiji), (On PhD Studies)

Department of Business Studies

Head of Department and Assistant Lecturer

Mr. Lusekelo Kasongwa    BAF (Mzumbe), MSc (Glamorgan), CPA (T)

Professors:
Chungi Prem Chander       BCom (Osmania), MCom (Osmania), M.Phil(Hyderabad), LLB (Osmania), LLM (Osmania) (On Contract)
Shiv K. Tripathi          BSc (Karnatak), MBA (Mahatma-Gandhi), Ph.D (Mahatma Gandhi)

Associate Professors:
Kweku O. Amaa             MSc. (Helsinki School), PhD. (Uppasala)(On Contract)

Senior Lecturers:
Evasius Litamu Nchimbi    BA (Hons) Ed, (UEA), MA (Ed) (UEA), CIPS, (On Contract)
Angelo Rutainurwa         BA(Hons) (UEA), PGD (ISS), MBA (York), (On Contract)

Lecturers
Dr. Adolphina Kateka     BA(Economics) (UDSM), MBA (Stockholm), PhD (Stockholm, Sweden).

Assistant Lecturers:
Terevael Masawe         ADBA (IDM), MBA (Fairleigh Dickinson)
Ngemba M.P.R Makuru      BCOM (UDSM), MBA (UDSM), On Ph.D Studies
Makawa Newa              ADBA (IDM), MBA (Mzumbe), MSc.(Agder)
Sarah Mngoya             ADA (IAA), MBA (Mzumbe), CPA (T)
Maige M. Mwakasege       ADPS (CBE), MBA (Mzumbe), CPSP (NBMM)
Marialauda J. Goyayi     BSc. (UDSM), MBA (UDSM), On Ph.D Studies
Mzee Saburi John         BAF (Mzumbe), MBA (UDSM)
Freddy Shabani Feruzi    BAF (Mzumbe), MSc (Mzumbe)
Lusekelo Kasongwa        BAF (Mzumbe), MSc (Glamorgan), CPA (T)
Nora Msuya               LLB (Tumaini), LLM (UDSM)
THE MEMBERS OF THE SENATE

1. Prof. Josephat Itika - Acting Vice Chancellor
   Mzumbe University

2. Prof. Faustine R. Kamuzora - Deputy Vice Chancellor(Admin and Finance)
   Mzumbe University

3. Prof. George Shumbusho - Acting Deputy Vice Chancellor Academics
   Mzumbe University

4. Prof Charles Tundui - Dean, Faculty of Social Sciences,
   Mzumbe University

5. Dr. Hawa Petro - Dean, The Business School
   Mzumbe University

6. Dr. Joseph Sungau - Ag. Dean, Faculty of Science & Technology
   Mzumbe University

7. Prof. Cyriacus Binamungu - Dean Faculty of Law
   Mzumbe University

8. Dr. Romanus Dimoso - Director, Directorate of Research, Publications and Post Graduate Studies, Mzumbe University

9. Dr Albogast Musabila - Director, Directorate of Information and Communication Technology, Mzumbe University

10. Mr. George Bea - Director, Directorate of Library & Technical Service, Mzumbe University

11. Dr. Ashatu Hussein - Director, Institute of Development Studies,
    Mzumbe University

12. Dr Stella Kinemo - Dean, Faculty of Public and Management, Mzumbe University

13. Mr. Alloyce Maziku - Director, Institute of Continuing Education,
    Mzumbe University

14. Mr. Yona Bujiku - Council Secretary
    Mzumbe University

15. Prof. Ganka Nyamsogoro - Principal, Mzumbe University Dar es Salaam Campus College
    Mzumbe University

16. Prof. Ernest Kihanga - Principal, Mbeya campus college
    Mzumbe University

17. Ms. Christina Shitima - Woman representative from the Academic Staff Association, Mzumbe University

18. Prof George N Shumbusho - Secretary to the Senate,
    Mzumbe University
<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Position/Role</th>
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<tr>
<td>19.</td>
<td>Mr. Peter Sheiza</td>
<td>Examination Officer</td>
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<td>Mzumbe University</td>
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<td>20.</td>
<td>Mr. Jerry Sabi</td>
<td>Director, Directorate of Finance</td>
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<td>Mzumbe University</td>
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<td>21.</td>
<td>Mr. Barikiel Nkinda</td>
<td>Director, Directorate of Internal Audit</td>
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<td>Mzumbe University</td>
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<td>22.</td>
<td>Ms Rainfrida Ngatunga</td>
<td>Director, Directorate of Communication</td>
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<td>Mzumbe University</td>
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<td>23.</td>
<td>Mr. Onesmus Laizer</td>
<td>Director of Loans Distribution Higher Education Student’s Loans Board, Dar es Salaam</td>
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<td>24.</td>
<td>Dr. Clemence P. Tesha</td>
<td>Representative from Bodies, National Board of Materials</td>
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<td>25.</td>
<td>Mr. P. A. Maneno</td>
<td>Executive Director, NBAA, Dar es Salaam</td>
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<td>26.</td>
<td>Prof. E. Mwaikambo</td>
<td>A Women Representative from Private Universities, The Hubert Kairuki Memorial University, Dar es Salaam</td>
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<td>27.</td>
<td>Mr. Chacha Musabi Chacha</td>
<td>Director of Higher Education, Ministry of Education and Vocational Training, Dar es Salaam</td>
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<td>28.</td>
<td>Ms. Nsikwa E. Chisalala</td>
<td>Principal Admission Officer</td>
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<td>Mzumbe University</td>
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<td>29.</td>
<td>Dr. Geraldine A. Rasheli</td>
<td>Ag. Senate Secretary and Ag. Director of Undergraduate Studies</td>
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<td>Mzumbe University</td>
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<td>30.</td>
<td>Mr. Alfred A. Swalwa</td>
<td>President of the Student’s Organization (MUSO), Mzumbe University, Main Campus</td>
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<td>31.</td>
<td>Mr. Tullo Elisha</td>
<td>President- MUSO Mbeya Campus College</td>
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<td>32.</td>
<td>Mr. Jumanne J. Muruga</td>
<td>President – MUSO Dar es Salaam Campus College</td>
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<td>33.</td>
<td>Mr. Baraka Yona</td>
<td>A Student Representative from the Faculty Social Science, Mzumbe University</td>
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<tr>
<td>34.</td>
<td>Mr. Fredy Alendwa</td>
<td>A Student Representative from the School of Public Administration and Management, Mzumbe University</td>
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<td>35.</td>
<td>Mr. Jonas Osiana</td>
<td>A Student Representative from the School of Business, Mzumbe University</td>
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<td>36.</td>
<td>Mr. Maliki S. Marupu</td>
<td>A Student Representative from the Directorate of Research and Postgraduate Studies, Mzumbe University</td>
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<td>37.</td>
<td>Ms. Penina Kilimali</td>
<td>A Student Representative from the Institute of Development Studies, Mzumbe University</td>
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<td>38.</td>
<td>Mr. Emmanuel Nyanza</td>
<td>A Student Representative from the Faculty of Law, Mzumbe University</td>
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<tr>
<td>39.</td>
<td>Mr. Abdallah Msomi</td>
<td>A Student Representative from the Faculty of Science and Technology, Mzumbe University</td>
</tr>
</tbody>
</table>
1. Prof. Daniel Joseph Mkude - Chairman, P.O. Box 35040
Dar es Salaam

2. Prof. Sylvia Temu - Representative of Ministry of Education and Vocational Training
P.O. Box 2645
DAR ES SALAAM

3. Prof. Josepha A. Itika - Ag. Vice Chancellor, Mzumbe University
P.O. Box 1
Mzumbe - MOROGORO

4. Mrs. Rosemary Lulabuka - Director General
Tanzania Education Authority
P.O. Box 9080
DAR ES SALAAM

5. Mrs. Blandina Nyoni - Convocation Representative
P.O. Box 9083
DAR ES SALAAM

6. Hon. Haroun A. Suleiman - House of Representative
Representative
P.O. Box 3955
ZANZIBAR

7. Hon. Mohamed Mnyaa (MP) - Member of Parliament,
P.O. 2124
ZANZIBAR

8. Hon. Martha J. Umbula (MP.) - Member of Parliament,
P.O. Box 11054
ARUSHA

9. Prof. Gerald C. Monela - Vice Chancellor,
Sokoine University of Agriculture
P.O. Box 3000
MOROGORO

10. Mr. George Yambesi - Permanent Secretary,
President Office-Public Service Management
P.O. Box 2483
DAR ES SALAAM

11. Monica Mwamunyange - Commissioner of Budget
Ministry of Finance
P.O. Box 9111
12. Mr. Pius A. Maneno - Executive Director 
NBAA, 
P.O. Box 5128 
DAR ES SALAAM

13. Prof. Cyriacus Binamungu - Representative of the 
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