COLLEGE OF BUSINESS EDUCATION

PROSPECTUS
2024/2025

PROF. MJEMA BUILDING

This Prospectus is published yearly.

Staff, courses, dates and fees shown in this Prospectus are for the Academic year 2024/2025.

The College reserves the right to make changes without notice.

Rector,

College of Business Education,

Bibi Titi Mohamed Road,

P.O. Box 1968,

Dar es Salaam.

E-mail: rector@cbe.ac.tz

Website: www.cbe.ac.tz

ABBREVIATIONS

BACC	-	Bachelor's Degree in Accountancy
BBA	-	Bachelor's Degree in Business Administration
BBSE	-	Bachelor's Degree in Business Studies with Education
BAT	-	Bachelor's Degree in Accounting and Taxation
BAF	-	Bachelor's Degree in Accounting and Finance
BBFM	-	Bachelor's Degree in Banking and Finance Management
BBA-HRM	-	Bachelor's Degree of Business Administration in Human Resource Management
BBA-RAM	-	Bachelor's Degree of Business Administration in Records and Archives Management
BEF	-	Bachelor's Degree in Economics and Finance
BEI	-	Bachelor's Degree in Entrepreneurship and Innovation
BMK-TEM	-	Bachelor's Degree of Marketing in Tourism and Event Management
BIT	-	Bachelor's Degree in Informatiom Technology
BMET	-	Bachelor's Degree in Metrology and Standardization
BMK	-	Bachelor's Degree in Marketing
BPS	-	Bachelor's Degree in Procurement and Supply Chain Management
BTLM	-	Bachelor's Degree in Transport and Logistics Management
BTCA	-	Basic Technician Certificate in Accountancy
BTCBA	-	Basic Technician Certificate in Business Administration
BTCIT	-	Basic Technician Certificate in Information Technology
BTCMET	-	Basic Technician Certificate in Metrology and Standardization
BTCM	-	Basic Technician Certificate in Marketing
BTCPSCM	-	Basic Technician Certificate in Procurement and Supply Chain Management
BTCBA-HRM-		Basic Technician Certificate of Business Administration in Human Resource
BTCDM	-	Basic Technician Certificate in Digital Marketing
BTCBA-RAM-		Basic Technician Certificate of Business Administration in Records and Archives Management
BTCM-TEM	-	Basic Technician Certificate of Marketing in Tourism and Event Management
BTCAT	-	Basic Technician Certificate in Accounting and Taxation
BTCBFM	-	Basic Technician Certificate in Banking and Finance Management
BTCAF	-	Basic Technician Certificate in Accountancy and Finance
BTCEF	-	Basic Technician Certificate in Economics and Finance
BTCEI	-	Basic Technician Certificate in Entrepreneurship and Innovation

BTCTLM	-	Basic Technician Certificate in Transport and Logistics Management
CAB	-	College Academic Board
CAEC	-	Campus Admission and Examination Committee
CBE	-	College of Business Education
CBESO	-	College of Business Education Students Organization
DA	-	Ordinary Diploma in Accountancy
DAEC	-	Departmental Admission and Examination Committee
DBA	-	Ordinary Diploma in Business Administration
DIT	-	Ordinary Diploma in Information Technology
DMET	-	Ordinary Diploma in Metrology and Standardization
DMK	-	Ordinary Diploma in Marketing
DPS	-	Ordinary Diploma in Procurement and Supply Chain Management
DBA -HRM	-	Ordinary Diploma of Business Administration in Human Resource Management
DBA-RAM	-	Ordinary Diploma of Business Administration in Records and Archives Management
DAF	-	Ordinary Diploma in Accounting and Finance
DDM	-	Ordinary Diploma in Digital Marketing
DAT	-	Ordinary Diploma in Accountancy and Taxation
DM-TEM	-	Ordinary Diploma of Marketing in Tourism and Event Management
DBFM	-	Ordinary Diploma in Banking and Finance Management
DEF	-	Ordinary Diploma in Economics and Finance
DEI	-	Ordinary Diploma in Entrepreneurship and Innovation
DTLM	-	Ordinary Diploma in Transport and Logistics Management
GPA	-	Grade Point Average
ICT	-	Information and Communication Technology
MBA-BF	-	Master of Business Administration in Banking and Finance
MBA-HRM	-	Master of Business Administration in Human Resource Management
MIBM	-	Master's Degree in International Business Management
MICT4D	-	Master's Degree in Information and Communication Technology for Development
MITPM	-	Master's Degree in Information Technology Project Management
MBI	-	Masters of Business Informatics
MBA-MKT	-	Master of Business Administration in Marketing Management
MPMME	-	Master's Degree in Project Management, Monitoring and Evaluation
MPSCM	-	Master's Degree in Procurement and Supply Chain Management
NACTVET	-	The National Council for Technical and Vocational Educational and Training

NTA	-	National Technical Award
NVA	-	National Vocational Award
NVTA	-	National Vocational Training Award
PGDA	-	Postgraduate Diploma in Accountancy
PGDBA	-	Postgraduate Diploma in Business Administration
PGDFM	-	Postgraduate Diploma in Financial Management
PGDHRM	-	Postgraduate Diploma in Human Resource Management
PGDIBM	-	Postgraduate Diploma in International Business
PGDIM	-	Postgraduate Diploma in Investment Management
PGDMET	-	Postgraduate Diploma in Metrology and Standardization
PGDMM	-	Postgraduate Diploma in Marketing Management
PGDPM	-	Postgraduate Diploma in Project Management
PGDPSM	-	Postgraduate Diploma in Procurement and Supply Chain Management

DEFINITIONS

"Academic Year" means the period starting in September/March.

"Academic Programme" means a programme of study which leads to the National Technical Award; any prescribed postgraduate award or any other programme of study established by the College Academic Board.

"Contact hour" means the time students spend with the lecturer in the class.

"Continuous assessment" means a combination of modes of assessment used to test a candidate's academic performance in a module during the semester excluding end of semester examinations.

"End of semester examination" means an examination undertaken by a candidate at the end of the respective semester.

"Examination" includes continuous assessment, end of semester examination, supplementary examination, field reports, project or research reports, dissertations, and thesis assessments.

"Grade" means a letter assigned to a range of scores or marks;

"He" stands for both feminine and masculine gender.

"Module" means an independent package of learning related to an academic programme undertaken by a student for a fixed number of hours during the semester.

"Notional hour" means a period spent by an average student in learning about something towards realizing the learning outcome. The notional hour includes formal learning in and out of the classrooms e.g. projects, assignments and learning gained through job experience.

"Postgraduate programme" includes Postgraduate Diploma, Master's Degree and Doctor of Philosophy;

"Semester" means an academic period in which a set of modules are examined.

"Student" means a person dully registered by the College to pursue any academic programme.

"Undergraduate programme" includes bachelor degrees, ordinary diploma and certificate programmes.

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FOREWORD FROM THE RECTOR

Dear Students, Staff and Stakeholders,

It is with great pleasure and a profound sense of responsibility that I welcome you to the College of Business Education (CBE) for the academic year 2024/2025. As we embark on another year of academic excellence and professional development, we reflect on our mission to provide high-quality education and training in business and related disciplines, ensuring that our graduates are well-equipped to meet the dynamic needs of the global market.

Our institution, with its rich history and significant contribution to the education sector in Tanzania, continues to thrive and expand. Currently, we are home to over 19,000 students across our four campuses in Dar es Salaam, Dodoma, Mwanza, and Mbeya. This growth reflects our commitment to accessibility and inclusivity, providing opportunities for students from diverse backgrounds to pursue their academic and professional goals.

The College of Business Education prides itself on offering a wide range of programs designed to cater to the evolving needs of the business world. We provide a comprehensive education in business, management, ICT and metrology fields. Our curricula are designed to blend theoretical knowledge with practical skills, preparing our students to excel in their respective careers.

At CBE, we understand the critical role of research and innovation in driving economic and social development. Our staff and students are actively engaged in research projects that address contemporary issues in business and technology. Through our research, consultancy, and publication initiatives, we aim to contribute valuable insights and solutions that benefit not only our local community but also the broader global society.

We continue to invest in our infrastructure and learning resources to create an optimal environment for academic pursuit. Our campuses are equipped with modern facilities, including state-of-the-art libraries, computer labs, and learning centers that support both teaching and independent study. We believe that a conducive learning environment is essential for nurturing creativity, critical thinking, and intellectual growth.

The success of our students is a testament to the dedicated efforts of our staff and the supportive community we foster at CBE. Our faculty members are not only educators but also mentors who guide students through their academic journeys and professional development. We encourage open dialogue and collaboration, ensuring that every student feels valued and supported in their quest for knowledge.

As we look to the future, we remain committed to our vision of becoming a leading institution in business education in the region. We are excited about the new programs we are introducing, such as Digital and Technology Solutions with Apprenticeship and Banking and Finance Management with Apprenticeship. These programs are designed to address the emerging trends and demands in the business world, providing our students with the skills and experience needed to thrive in the digital age.

I invite all our students, staff, alumni, and partners to actively engage with the CBE. Your contributions and feedback are invaluable as we strive to enhance our programs and services. Together, we can build a vibrant academic community that is resilient, innovative, and responsive to the needs of our society.

In conclusion, I extend my best wishes to all our students for a successful and fulfilling academic year. Let us embrace the opportunities ahead with enthusiasm and determination, and work together to achieve excellence in all our endeavours.

Prof. Edda T. Lwoga
Rector

ABOUT THE COLLEGE OF BUSINESS EDUCATION

Profile

The College of Business Education (CBE) was established in 1965 by the Act of Parliament No. 31 of 1965. The College operates under the Ministry of Industry and Trade. The College has four campuses;

(i) **Dar es Salaam Campus**

Located along Bibi Titi Mohamed Road

Postal address: P.O. Box 1968, Dar es Salaam

Tel No: +255-22-2150177

Fax No: +255-22-2150122

Email:rector@cbe.ac.tz

Website: www.cbe.ac.tz

(ii) **Dodoma Campus;**

Located at Makole area along Dar es Salaam Road

Postal address: P.O. Box 2077, Dodoma

Telephone: +255-026 2321200

Fax: +255-026-2322121

Cell: +255-734330104

Email: dir.dodoma@cbe.ac.tz

Website: www.cbe.ac.tz

(iii) **Mwanza Campus**

Located at Kangaye in Ilemela.

Postal Address: P.O. Box 3168, Mwanza

Telephone: +255 28-2541940

Fax: +255 28-2541941

Cell: +255 732170111

Email: dir.mwanza@cbe.ac.tz

Website: www.cbe.ac.tz

(iv) **Mbeya Campus**

Located at Iganzo, along Chunya Road

Postal address: P.O. Box 3810, Mbeya

Telephone: +255-25 2500571

Fax: +255-25 2500528

Cell: +255-655-080858

Email: dir.mbeya@cbe.ac.tz

Website: www.cbe.ac.tz

Vision, Mission and Core Functions

Our Vision

To be a leading College in transforming and developing business education capabilities.

Our Mission

To provide demand-driven and competence-based business education, and to offer quality public services through applied researches and consultancies.

Core Functions

The main functions of the College as stipulated in the CBE Act are as follows:

i.   To provide facilities for the study of and for training in the principles, procedures and techniques of Business Administration,

ii.   To conduct training programmes leading to recognised professional and sub-professional qualifications in Business Administration relevant to middle levelmanagerial positions in trade and industry,

iii. To advance learning and knowledge through teaching and research,

iv.   To provide technical and professional services,

v.   To promote, facilitate and sponsor research into technological, social, economic and cultural spheres for the welfare and development of mankind within and outside the United Republic of Tanzania,

vi.   To conduct and administer examinations and confer degrees, diplomas, certificates and other awards; and

vii. To engage in any other educational activity which in the opinion of the Governing Body is necessary, expedient or conducive for the promotion of thebusiness education in the United Republic of Tanzania.

THE COLLEGE ADMINISTRATION

The Governing Body of the Triennium 2021 - 2024

The College operates under the Ministry of Industry and Trade. It has a Governing Body which puts in place policies for running the College activities. The Rector, who is the Chief Executive Officer of the College, reports to the Governing Body. Members of the Governing Body are:

	Chairperson Prof. Wineaster S. Anderson University of Dodoma
	Member Ms. Veronica S. Nchango Ministry of Industry and Trade
	Member (Secretariat) Prof. Edda T. Lwoga College of Business Education
	Member Dr. Kennedy M. Hosea Ministry of Education, Science and Technology

	Member Mr. Hassan H. Nkya Attorney General
	Member Mr. Zahoro M. Muhaji Tanzania Private Sector Foundation
	Member CPA (T) Peter L. Mwambuja Tanzania Accountants Association
	Member Dr. Siasa Mzenzi University of Dar Es Salaam

The College Academic Board

This is the organ which governs all academic activities at the College. Members of this Board are as follows: -

	Chairperson Prof. Lwoga, E. T. Bsc. (Library& Information Science.) (Makerere University), PGD (Sc. Computing) (UDSM), MSc (Engineering Management & Industrial IT (UDSM), PhD (IS) (UKZN)
	Secretary Dr. Mramba, N. R. BBA (Mzumbe), MIT (UDSM), PhD (UEF)
	Member Prof. Mbamba, U. O. L. BSc. Eng. (Mechanical) (UDSM), MBA(Nairobi), PhD (UDSM)
	Member Dr. Igira, F. T. ADCS (IFM), MSc. Information Systems (Oslo), PhD. Information System (Oslo)

	Member Prof. Munishi, E. J. B.A. (Social Sc.) (Uganda Martyrs), MPA (Mzumbe), PhD (DS) (Freiburg)
	Member Mr. Muhaji, Z. M. Bsc. ICT (Sokoine University)
	Member Dr. Tumain U. J. B.A. Soc. Sc (Uganda Martyrs), MPA (Mzumbe), PhD (DS) (SUA)
	Member Dr. Banele, S. D. BBA with Education (OUT), MED-APPs (OUT), PhD (OUT)

	Member Dr. Bwana, K. B.com (Finance) UDSM, MBA (Finance) UDSM, MSc PSCM (Mzumbe) PhD (Financial Management) Dongbei
	Member Dr Mashenene, R. G. BBA (UDSM), MBA (UDSM), PhD (SUA)
	Mr. Tumaini, J. W. BA Econ. (SAUT), MA Econ (UDSM)
	Mr. Bwemelo, G. S. B.Sc. Ed. (UDSM), MBA (UDSM)

	Member Dr. Gomera, W. C. ADA (IAA), CPA (T) NBAA, MBA (UDSM), PhD (UEF)
	Member Dr. Mwandosya, G. I. International Dipl. Comp. Science (NCC), Advanced Dip. Comp. Science (NCC, Metropolitan), MSc. (IT & Management) (IFM/Avinashiringhan) PhD (UEF)
	Member Mr. Mathew Mtimba CBESO President

The Executive Committee

	Rector Prof. Lwoga, E.T. B. Library & Information Science (Makerere University), PGD Sc. Computing (UDSM), MSc (Engineering Management & Industrial IT (UDSM), PhD (IS) (UKZN)
	Ag. Deputy Rector Academic, Research and Consultancy Dr Mramba, N. R. BBA (Mzumbe), MIT (UDSM), PhD (UEF)
	Deputy Rector Planning, Finance and Administration Prof. Munishi, E. J. B.A. Social Sc. (Uganda Martyrs), MPA (Mzumbe), PhD (DS) (Freiburg)
	Director of Research, Consultancy and Publications Dr. Tumaini, U. J. B.A. Soc. Sc (Uganda Martyrs), MPA (Mzumbe), PhD (DS) (SUA)

	Director of Academics Dr. Banele, S. D. BBA-Education, MED-APPs, PhD (OUT)
	Director of Academic Support Services Dr. Gomera, W. C. ADA (IAA), CPA (T) NBAA, MBA (UDSM), PhD (UEF)
	Director of Students' Services Dr. China, F. BA Ed (UDSM), MA (Applied Psychology) (UDSM), PhD (OUT)
	Director of Library Services Dr. Mwandosya, I. G. International Dipl. Comp. Science (NCC), Advanced Dip. Comp. Science (NCC, Metropolitan), MSc. (IT& Management) (IFM/Avinashiringhan) PhD (UEF)
	Campus Director-Dodoma Dr. Bwana, K. Bcom (Finance) UDSM, MBA(Finance) UDSM, MSc PSCM (Mzumbe) PhD (Financial Management) Dongbei

	Campus Director-Mwanza Dr Mashenene, R. G. BBA (UDSM), MBA (UDSM), PhD (SUA))
	Campus Director-Mbeya Mr. Tumaini, J.W. BA (Econ.) (SAUT), MA (Econ) (UDSM)
	Director of Human Resources Management and Administration Mr. Msoffe, F. B. B.A (UDSM); MBA (UDSM)
	Director of Accounting Finance Mwangobola, E. J. PGD (Acc.) (IAA), CPA (T) (NBAA), MBA (Fin & Acc) (Mzumbe)
	Director of Planning and Development Dr. Maziku, P BSc. Agri. Econ (SUA), MBA Agribusiness, (SUA) PhD Agric. Economics (SUA)

	Chief Internal Auditor Nchimbi, M. K. ADA (IAA), CPA(T) (NBAA), MBA (UDOM)
	Head of Legal Services Unit Secretary to the Executive Committee Mwakaje, A. A. LLB (UDSM), LLM (UDSM)
	Manager of Quality Assurance Unit Mr. Bwemelo, G. S. B.Sc. Ed. (UDSM), MBA (UDSM)
	Head of Procurement Management Unit Mr. Paulo M Chambua ADPS (TIA), MSc. PSCM (Mzumbe), CPSP (T), CTL (UDSM)
	Head of Communication and Marketing Unit Mr. Leonidas M. Tibanga Bachelor's degree in Mass Communication (SAUT) Master's degree in Mass Communication (Strategic Communication and Marketing) (SAUT)
	Manager of ICT Unit Zuberi Kirondomara BTC. Electrical Engineering (MUST), Advanced Diploma - IT (IFM), Master's Degree of Computer Science (UEF)

STUDYING AT THE COLLEGE OF BUSINESS EDUCATION

Message from the Deputy Rector – Academic, Research and Consultancy

It is with great pleasure that I welcome you to the academic year 2024/2025 at the College of Business Education (CBE). As the Deputy Rector for Academic, Research, and Consultancy, I am honored to share with you the exciting developments and opportunities that lie ahead. Our institution is dedicated to advancing knowledge, fostering innovation, and nurturing the next generation of leaders in business and related fields.

At CBE, we are committed to delivering high-quality education that equips our students with the skills and knowledge needed to excel in a rapidly changing world. Our academic programs are designed to blend rigorous theoretical foundations with practical applications, ensuring that our graduates are well-prepared to meet the challenges of the modern business environment. With a diverse portfolio of programmes, including undergraduate, postgraduate, and specialized professional courses, we cater to a wide range of academic interests and career aspirations.

Research and consultancy are at the heart of our mission to contribute to societal development and economic growth. Our faculty and students engage in cutting-edge research projects that address pressing issues in business, technology, and management. Through our consultancy services, we collaborate with industry partners to provide expert insights and innovative solutions that drive progress and create value. We continuously strive to enhance our academic resources and infrastructure to support our educational and research activities. These resources are integral to fostering an environment of academic excellence and intellectual curiosity.

At CBE, we believe that the development of our faculty and students is crucial to achieving our academic goals. We provide numerous opportunities for professional growth, including workshops, seminars, and training programs. Our faculty members are not only educators but also mentors who guide and inspire our students to reach their full potential. We encourage a collaborative and inclusive culture where everyone is empowered to contribute and succeed.

In alignment with our commitment to staying at the forefront of education and industry trends, we are focusing on introducing apprenticeship programmes. These programs are designed to provide hands-on experience and practical skills that are highly valued in today's job market. By integrating academic learning with real-world practice, we aim to produce graduates who are ready to excel in their chosen careers.

Our success is built on the strong relationships we have with our students, alumni, industry partners, and the broader community. We value your feedback and encourage you to actively engage with us as we continue to enhance our programmes and services. Your contributions are vital to our collective success and the continuous improvement of our institution.

As we embark on this new academic year, I am confident that together we will achieve great things. Let us embrace the opportunities and challenges that come our way with determination, creativity, and a commitment to excellence. I look forward to working with all of you to advance our mission and make a positive impact on society.

Thank you for being a part of the College of Business Education community. I wish you all a successful and rewarding academic year.

Dr. Nasibu R. Mramba
Deputy Rector – Academic, Research, and Consultancy

EXPERIENCE COMFORT DURING YOUR STAY AT CBE

Message from the Deputy Rector – Planning, Finance and Administration

Dear friends,

As we commence the academic year 2024/2025, it is my distinct honor and privilege to extend a warm welcome to everyone. As the Deputy Rector responsible for Planning, Finance, and Administration, I am excited to share our strategic vision and ongoing initiatives aimed at enhancing the operational excellence and financial sustainability of the College of Business Education (CBE).

Our institution is committed to strategic planning that aligns with our mission to provide top-tier education and training in business and related fields. We have meticulously crafted a strategic plan that outlines our goals and priorities for the coming years. This plan is designed to ensure that we continue to meet the evolving needs of our students, faculty, and the business community. By setting clear objectives and benchmarks, we strive to achieve excellence in all our endeavors.

Sound financial management is the cornerstone of our ability to deliver quality education and maintain our facilities. At CBE, we are dedicated to ensuring financial sustainability through prudent budgeting, effective resource allocation, and innovative revenue-generation strategies. Our goal is to create a robust financial foundation that supports our academic and operational activities while enabling us to invest in future growth and development.

Administrative efficiency is critical to the smooth functioning of our College. We are continually working to streamline our administrative processes, improve service delivery, and enhance the overall experience for our students, faculty, and staff. By leveraging technology and adopting best practices, we aim to create a more responsive and efficient administrative framework that supports our academic mission.

Our commitment to providing a conducive learning and working environment is reflected in our ongoing infrastructure development and maintenance projects. We are investing in modernizing our facilities across all campuses. These upgrades include well equipped classrooms, advanced laboratories, and comprehensive libraries, all designed to support our students' academic and extracurricular activities.

Transparency and accountability are fundamental to our governance and administrative practices. We believe in maintaining open lines of communication and involving our stakeholders in decision-making processes. By fostering a culture of accountability, we ensure that our actions are aligned with our values and that we are meeting the expectations of our community.

Our staff are the backbone of our institution, and their professional development is a key priority. We are committed to providing continuous learning opportunities, training programs, and support systems that enable our team to excel in their roles. By investing in our people, we enhance our capacity to deliver high-quality education and services. As we move forward, our focus remains on building a sustainable future for the College of Business Education.

I extend my heartfelt thanks to all members of the CBE community for your continued dedication and support. Together, we can achieve our shared vision of excellence and make a lasting impact on the lives of our students and the broader society. Wishing you all a productive and successful academic year.

Prof. Emmanuel J. Munishi
Deputy Rector – Planning, Finance and Administration

Celebrating 60 years of CBE transformation

The academic year 2024/2025 marks the 60th anniversary of CBE. We celebrate six decades of excellence in education, innovation, and community impact. Our achievements over the years include graduating thousands of professionals who have contributed to national and international development, expanding our academic programmes and facilities to meet evolving educational needs, and building strong partnerships with industry and government to enhance our impact and relevance. As we celebrate this milestone, we remain committed to providing quality education and fostering innovation, entrepreneurship, and professional excellence.

Incubation Hub Programme

CBE's Incubation Hub Programme is an innovative initiative designed to nurture entrepreneurial talent and support the development of start-ups. The hub provides a dynamic environment where students and recent graduates can transform their business ideas into viable enterprises.

The Incubation Hub offers a range of services, including mentorship from experienced entrepreneurs and training in business management and innovation. Participants in the programme benefit from regular workshops and networking events that connect them with industry experts, potential investors, and fellow entrepreneurs. The goal of the Incubation Hub is to foster a culture of innovation and entrepreneurship within the CBE community, helping students and alumni turn their innovative ideas into successful businesses.

Apprenticeship Programmes

CBE has developed a comprehensive apprenticeship programmes designed to provide students with hands-on experience in their fields of study. The program features partnerships with leading companies and organizations across various industries. It includes structured on-the-job training complemented by classroom learning, providing students with opportunities to apply theoretical knowledge in real-world settings. Support and supervision from experienced professionals and faculty members ensure that students gain practical skills and insights, enhancing their employability and readiness for professional careers. To begin with, the designed apprenticeship programs have focused on the areas of digital and technology solutions, banking and finance management, metrology and standardization, and transport and logistics management.

Public Lectures

CBE hosts a series of public lectures featuring prominent speakers from academia, industry, and government. These lectures aim to provide insights into current trends and challenges in business and economics while fostering dialogue and knowledge exchange between students, staff, and the broader community. The lectures inspire innovative thinking and solutions to real-world problems, with recent topics covering digital transformation, sustainable business practices, and economic development in Africa.

Free training for entrepreneurs

As part of our commitment to community development, CBE offers free training programs for aspiring and existing entrepreneurs. These programs cover essential areas such as business planning and strategy, financial management, marketing and sales techniques, and innovation and product development. The training sessions are designed to equip entrepreneurs with the skills and knowledge needed to start and grow successful businesses, contributing to economic growth and job creation.

Engagement of Adjunct Instructors

CBE collaborates with adjunct instructors who bring industry expertise and practical experience to the classroom. These professionals enhance the learning experience by providing real-world perspectives and offer mentorship and career guidance to students. They also contribute to curriculum development, ensuring it aligns with industry needs. Our adjunct instructors include executives, entrepreneurs, and specialists from various sectors, enriching our academic programs and fostering a strong connection between education and industry.

ADJUNCT INSTRUCTORS

Ms. Stella Meela Cosmas

A Certified Fraud Examiner, Anti-Corruption Expert, Trainer, Tax Consultant, and Advocate of the High Court of Tanzania. With 40 years of government service, including 19 years as a Director/Manager in the Tanzania Revenue Authority, responsible for internal investigations, staff integrity, anti-corruption initiatives, governance, and corporate security. Currently, she is a Senior Consultant at Silver Sterling Consulting. Stella has trained various institutions on fraud investigation, prevention, and deterrence, and has developed policies on governance, anti-corruption, and institutional integrity. She holds a Master's in Business Administration, a Post Graduate Certificate in Anti-Corruption Reforms, a Bachelor of Laws, and a Diploma in Education. She is also a former President of the Association of Certified Fraud Examiners Tanzania Chapter (2020-2022).

Mr. Daniel Elisha Mghwira

A seasoned consultant in entrepreneurship and enterprise development with over 20 years of experience supporting SMEs across Tanzania and the EAC states. Certified by the International Trade Centre, he specializes in Business Diagnostics, Strategy Design, and Enterprise Competitiveness Training. As a member of the Global Business Mentoring Practitioners, he introduced the Voluntary Business Mentorship (VBM) practice in Tanzania, benefiting over 500 youth entrepreneurs. Daniel has worked with various national SME support programs and contributed to the KPMG-AECF-Tanzania Agri-business Window Programme. He holds an MBA from ESAMI and has received training in Project Planning, Export Marketing, and Business Mentorship Programme design. His extensive experience makes him a valuable asset in enterprise development and SME support.

Mr. Kheri Mbiro

Senior Partner and Co-Founder at Breakthrough Attorneys and an Accredited Arbitrator, Mediator, Negotiator, and Registered Tax Consultant. He is the current President of the Tanzania Chapter of the Project Management Institute (PMI) and co-founder of Breakthrough Technologies Africa Limited. Kheri also manages Laws of Tanzania 101, an online platform with over 17,000 members. He serves on various boards, including PMI Tanzania, Silicon Zanzibar Initiative, Alliance Française, and Stargaze Company Limited. His practice at Breakthrough Attorneys focuses on Corporate Commercial and Transactions Advisory, Alternative Dispute Resolution, Innovation and Tech Sector Regulatory Services, and Project Advisory. Kheri is passionate about growth, sustainable development, and technology, with extensive experience in speaking, writing, training, and conducting workshops. He is an Advocate in both Tanzania Mainland and Zanzibar and holds memberships in multiple professional organizations.

Mr. Samwel Sebastian Ndandala

Samwel Sebastian Ndandala is an Associate Director at Deloitte Consulting, with over thirteen years of experience in finance, tax, and transfer pricing. He has played a crucial role in the growth strategy of Deloitte's tax and legal team, achieving consistent double-digit growth. Samwel has led teams of over 30 professionals, delivered regulatory compliance services, and engaged with top regulatory bodies like TRA and BoT. He has been involved in high-profile projects, including the EU-Tanzania Business Summit and advisory roles for multinational banks and corporations. Samwel holds an M.A., Bachelor's in Finance University, and is a Chartered Accountant (ACCA-UK) and Certified Public Accountant (CPA-T). He is also a member of the Tanzania Finance Minister's Think Tank and has received the British Chevening Scholarship for future leaders.

TEACHING AND LEARNING ENVIRONMENT

Library Services

The College takes pride in providing comprehensive library services that support our academic and research activities. Our libraries, located across all campuses—Dar es Salaam, Dodoma, Mwanza, and Mbeya are equipped with an extensive collection of books, academic journals, and electronic resources.

The library environment is designed to be conducive to study and research, offering quiet study areas, group discussion rooms, and dedicated spaces for postgraduate students. Our digital library provides remote access to a wide array of e-books, online databases, and academic journals, ensuring that students and staff can access crucial resources anytime, anywhere. Librarians are available to assist with research queries, literature searches, and the use of various databases. Moreover, regular workshops and training sessions are conducted to enhance information literacy skills among our students and staff.

Capacity of the Libraries

Books for Dar es Salaam campus

- 27,217 Volumes
- 5,308 Titles

The collection is in five major parts namely, the general collection with its major components being textbooks and few journals, Special Reserve for all users, books for tutors and lecturers, Legal and Industrial Metrology and the Reference Collection. Reference and the Special Reserve books are not for borrowing.

Books for Dodoma campus

- 302 Volumes
- 5142 Titles

A library collection capacity typically consists of different types of materials that serve different purposes. These materials are usually classified and organized for easy access and retrieval. The four main types of materials found in a library collection capacity are the general collection which is the main body of the library's holdings. It comprises books, journals, magazines, newspapers, audiovisual materials, and other materials that are available for borrowing by library

patrons. The special reserve collection consists of high-demand materials that are required for specific courses or research projects, and reference materials. The reference collection and special reserve consist of materials that are not available for borrowing

Books for Mwanza campus

- 3170 Volumes
- 793 Titles

The collection is in five major parts namely, the general collection with its major components being textbooks and few journals, Special Reserve for all users, books for tutors and lecturers, Legal and Industrial Metrology and the Reference Collection. Reference and the Special Reserve books are not for borrowing.

Books for Mbeya campus

- 1406 Volumes
- 373 Titles

The collection is in five major parts namely, the general collection with its major components being textbooks and few journals, Special Reserve for all users, books for tutors and lecturers, Legal and Industrial Metrology and the Reference Collection. Reference and the Special Reserve books are not for borrowing.

Electronic Resources

CBE library provides access to extensive resources in electronic format which complement the library collection. The section compiles a list of online da-

tabases that provide free access to journals, theses, dissertations and e-books for increased readership to the CBE community. The list of electronic resources is available through the library website address: cbe.ce.tz/library services or http://koha.cbe.ac.tz/

Statutory Rules and Regulations

A Library has rules and regulations guiding the service provided. It operates for the CBE community as a whole.

Opening Hours

Monday - Friday	8:00 a.m. – 9:00 p.m.
Saturday	8:00 a.m. – 4:00 p.m.
Saturday- during exams	8:00 a.m. – 9:00 p.m.
Sunday	closed.
Public Holidays	closed.

Users/ Members

The potential and entitled users of the College Library Resources are the College Society composed of undergraduate and postgraduate students, teaching staff, non-teaching employees and part-time tutors/ lecturers. The College Library extends its services to external users/visitors and the public as a whole.

External Users

- The College of Business Education is a higher-learning institution. Therefore, scholars, researchers, scientists, consultants, professionals and other visitors who seek higher education or research information or references are welcome to visit the College library.
- All external users or visitors mentioned above get access to the library resources upon obtaining authority or permission from the Deputy Rector Academic, Research and Consultancy before using the College library resources.

Members

The College society is the user of the library resources. Registration is conducted at the reference/counter desk. Students must be registered soon after the orientation week. Reg-

istration is expected to be done through CO-SIS system via HR system during admission

- **Library Membership Admission/Registration**
  The prerequisite of being registered is to be a member of the College community. Students of all levels, tutors/lecturers in permanent and contract basis and employees of the College are members of the College community.
  NB: Students must be registered in their respective courses.
- **Library Registration Process for Students**
  The College Registrar submits to the College library a list of all students each academic year including the first year students. The list bears the College's registration numbers of the students. Each student shall produce a valid identity card, which bears a registration number, a passport size photo and College registrar's authority stamp.
  A library staff receiving College registered students observes the registrar's list against their names, registration numbers on identity cards if they are the same with those on the list, their photos against the actual faces and other particulars, if any. When the particulars have been confirmed, a library registration form is completed for each individual student with full names starting with Surnames followed by commas (for example Leontine Laurent Nkebukwa should be Nkebukwa, Leontine Laurent), College registration number, course, intake and year. Accurately completed forms are kept for control purposes.
- **Library Registration Process for Staff**
  Staff who wants library membership has to collect a letter of confirmation from the College's Human Resources Director stating that he is a permanent/contract employee with a valid identity card and an employment number, term of employment, etc. The registration process is the same as for the students.

Borrowing / Lending Services

- Lending service/borrowing of library materials for home use/or outside the Col-

lege library is the right accorded to registered library users only. When the user is registered, that particular user is a library member and not a common user.

- Only the registered library users/members can borrow one to four (1-4) books for home use in not more than a 14 days' period. An identity card must be shown upon borrowing a book. During the vacations no books are borrowed.

Part-time Lecturers

- The heads of academic departments should authorize the borrowing of books and other information resources for each part-time lecturer. The head of departments carries the risk of borrowed books.
- A borrower is free to renew the borrowing for home uses up to three times, if a particular charged text is very useful as its holder feels or has not completed the assignment he is supposed to do.

Overdue Book/ Loans

- Books, like other information resources, are the property of the College library. The user who borrows a book(s) or material from the library should return it in time. A charge of two hundred shillings (Tshs. 200) will be instituted to each overdue day, and is expected to be five hundred shillings (Tshs 500).
- Library staff will keep on writing overdue reminder notices to inform any user whose book(s) is /are overdue which is expected to be automated through the use of alert message system for overdue reminder.
- Resistant users with overdue book loans will be reported to higher authority in order to deduct their depts. In this regard, retirement benefits of employee will be withheld until the library material(s)/book(s) are recovered.
- A student with overdue fine will be restricted to access examination results or any academic output he/she deserves. A library clearance form has to be completed by every student before being given a certificate or statement of results.

Misplaced, lost and damaged items

Borrowers are personally responsible for borrowed materials/items and will be required to pay for the replacement of lost or damaged materials based on the current market price.

- Members and users found defacing library materials, for instance, mutilation of pages, books, journals/or any library property will be prosecuted and penalized according to College rules and regulations or barred from entering the library.
- Already used books must be left on the reading tables. No user is allowed to return an item/book back to the shelves; this avoids the misplacement of books from their proper locations.
- It is the duty of the library staff to shelve (put back on the shelves) all used books by using the class numbers.
- It is an offence to hide or misplace an item within the library so that others cannot see it for a personal future use.

Order and Discipline

- All Students must show their valid identity cards at the entrance.
- All users should observe silence in the library.
- Foods, water bottles/flask are prohibited in the library.
- Once your belongings are left at the special deposit, you are not allowed to pick anything unless you are leaving the library.
- Do not leave your belongings in the library special deposit when you attend lectures or other activities outside the library.
- Due to limited number of computers in the library students will be allowed to use computers for only 30 minutes.

Library/Entrepreneur Information resources Centre

Access to resources is limited to registered members only. All users must be registered by the library.

Uses of Laptop in the library

Laptop or other portable personal computers may be used in the library. Other kinds of word processors, typewriters, voice re-

corders, cellular phones, beepers, and other portable electronic devices that might disturb readers are not allowed in the general reading room/s. Readers should check in and out to verify portable computers and other personal property used in the library.

CBE's ICT laboratories play a vital role in supporting our educational and research missions. These labs are equipped with the standard computers, internet, and specialized software necessary for a variety of courses, including Information Technology, Business Informatics, and Project Management.

Students have access to these labs for coursework, examinations and research projects. Our ICT staff are available to provide technical support and ensure that all systems are running smoothly. Regular training sessions are offered to help students and staff stay updated with the latest technological advancements and software applications. The labs also facilitate online learning and virtual collaboration, which are integral to our modern teaching methodologies.

Metrology Workshop

The Metrology workshop at CBE is a specialized facility designed to provide hands-on training and practical experience in the field of Metrology and Standardization. This workshop is equipped with advanced measurement and calibration instruments that are essential for accurate and reliable results in various industrial applications.

Students in the Department of Legal and Industrial Metrology use this workshop to learn about precision measurement techniques, quality control processes, and the implementation of standards in manufacturing and other industries. The workshop environment simulates real-world conditions, providing students with invaluable practical experience that complements their theoretical knowledge. Our experienced instructors guide students through complex procedures, ensuring they acquire the necessary skills to excel in the field of metrology.

CAMPUS LIFE

Students Hostels

At the College of Business Education (CBE), we are committed to providing comfortable and secure accommodation for our students. Our hostels, available across all campuses are designed to offer a home-away-from-home environment. Each hostel is equipped with essential amenities, including furnished rooms and study areas. Security is a top priority, with a good surveillance and on-site wardens to ensure the safety and well-being of our students. Living in the hostels also fosters a sense of community, making it easier for students to form lasting friendships and support networks.

Financial and Postal Services
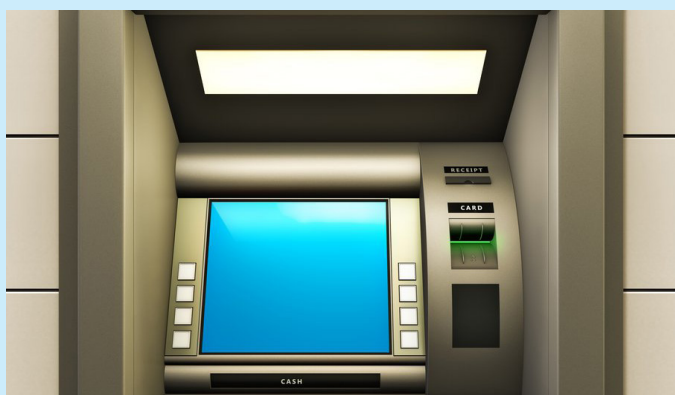
CBE provides a variety of financial services tailored to the diverse needs of our students. With on-campus bank agents and ATMs, students can conveniently manage their finances without having to leave the campus. Additionally, the campuses are located near post offices, allowing students easy access to mailing services, package delivery, and the purchase of postage stamps and envelopes. These amenities ensure that students can effortlessly send and receive mail, both domestically and internationally.

Catering Services

Our catering services are designed to provide nutritious and affordable meals to our students. The campus cafeterias and dining halls offer a variety of cuisines, catering to diverse dietary preferences and needs. The menus are carefully planned to ensure a balanced diet, with fresh ingredients sourced daily. Special meal plans are available for students with specific dietary requirements.

Transport Services

Students can easily commute from campuses to town centres using readily available public transport. For those who prefer private transportation, there are ample parking facilities available.

Shopping and Stationery

CBE campuses are equipped with shopping facilities that cater to the everyday needs of our students. The campus stores offer a wide range of products, including groceries, personal care items, and basic necessities. For academic supplies, the stationery shops provide everything from notebooks and pens to specialized course materials and textbooks. These stores are conveniently located within and near the campus, making it easy for students to purchase what they need without having to travel far.

HEALTH, SECURITY AND WELLBEING

Health Services

At CBE, we prioritise the health and well-being of our students and staff. Our campuses are equipped with health clinics that provide a wide range of medical services, including routine check-ups, treatment of common illnesses, and emergency care. The clinics are staffed with qualified professionals, including medical officers, nurses, and support staff, who are dedicated to providing high-quality healthcare.

In addition to primary healthcare services, we regularly provide health education programmes focusing on preventive care and healthy living. We organize regular health campaigns, vaccination drives, and wellness workshops to promote a holistic approach to health and well-being. Our goal is to ensure that everyone at CBE has access to the necessary resources and support to maintain their health and vitality.

Sports, Games, and Recreation

Physical activity and recreation are vital components of student life at CBE. Our campuses feature a variety of sports facilities, including football fields, basketball courts, netball courts and volleyball courts. These facilities are open to all students and staff, providing opportunities for regular exercise, team sports, and individual fitness routines.

We offer a range of sports and recreational activities, including internal leagues, fitness classes, and recreational clubs. Whether you are an avid athlete or a casual participant, there is something for everyone. Our sports programs are designed to encourage a healthy lifestyle, foster teamwork, and provide a fun and engaging way to relieve stress and stay active.

Security and Safety

Ensuring the safety and security of our campus community is a top priority at CBE. We have a comprehensive security system in place that includes 24/7 surveillance, trained security personnel, and controlled access to campus facilities. Our security team is dedicated to maintaining a safe and secure environment, allowing students and staff to focus on their academic and personal pursuits without concern.

Emergency procedures and safety protocols are regularly reviewed and updated to address any potential risks. We also conduct safety drills and provide safety education to ensure that everyone on campus is prepared in case of an emergency. Our commitment to security and safety helps to create a peaceful and secure atmosphere conducive to learning and growth.

Religious Affairs

CBE is a non-religious institution that nonetheless respects and supports the diverse religious beliefs of our campus community. Students and staff have the freedom to visit designated spaces for prayer and religious activities located near the campus areas. By fostering a respectful and inclusive environment, we aim to support the spiritual well-being of our community and encourage mutual respect and harmony among individuals of different faiths.

Counselling, Mentorship, and Academic Advisory

The mental health and emotional well-being of our students are of utmost importance at CBE. Our counselling services provide confidential support for students facing personal, academic, or emotional challenges. Professional counselors are available to offer individual counseling, group sessions, and workshops on topics such as stress management, anxiety, and coping strategies. These services are designed to help students navigate their personal and academic lives more effectively.

Mentorship programs at CBE connect students with experienced mentors who provide guidance, support, and advice on academic and career-related matters.

These programs help students set goals, develop professional skills, and build networks that can assist them in their future careers.

Academic advisory services are also available to support students in their educational journey. Academic advisors assist with course selection, academic planning, and progress tracking. They provide personalized advice to help students achieve their academic goals and make informed decisions about their studies.

STUDENTS GETTING INVOLVED

College of Business Education Students Organization (CBESO)

The College of Business Education Students Organization (CBESO) is the official student body representing the interests and welfare of all students at the College of Business Education (CBE). CBESO plays a crucial role in fostering a vibrant and dynamic campus life by organizing various activities, events, and initiatives that cater to the diverse interests of the student community.

CBESO provides a platform for students to voice their concerns, participate in decision-making processes, and engage with the college administration on matters affecting their academic and social lives. The organization is structured into various committees and clubs, each focusing on different aspects such as academics, sports, cultural activities, and community service.

Being part of CBESO allows students to develop leadership skills, network with peers, and contribute positively to the college community. The organization regularly hosts seminars, workshops, talent shows, sports competitions, and social events, ensuring that there is always something exciting happening on campus.

CBE Convocation/Alumni Association

The CBE Convocation, also known as the Alumni Association, is an essential network that connects graduates of the College of Business Education. The association aims to foster lifelong relationships between the college and its alumni, providing a platform for former students to stay connected, share experiences, and contribute to the development of the institution.

The Alumni Association organizes various events such as reunions, professional development workshops, and networking sessions, which help graduates maintain their ties with the college and with each other. These events provide valuable opportunities for alumni to enhance their professional networks, seek career advice, and collaborate on business and academic ventures.

Moreover, the Alumni Association actively engages in mentoring current students and offering various internship opportunities. By staying involved with the Alumni Association, graduates can continue to contribute to the growth and success of our College.

International Students

The College of Business Education prides itself on being a welcoming and inclusive institution for students from around the globe. We are committed to creating a supportive environment that caters to the unique needs of international students, ensuring that they have a rewarding and enriching experience during their time at CBE.

International students at CBE have the opportunity to participate in a wide range of activities and organizations, including CBESO and various social clubs, which celebrate the diversity and richness of our global community. These engagements help international students build friendships, enhance their cultural understanding, and make the most of their educational journey at CBE.

Getting involved at the College of Business Education is an integral part of the student experience. Through CBESO, the Alumni Association, and dedicated support for international students, CBE provides numerous opportunities for students to engage, lead, and grow. These experiences not only enrich their time at the college but also prepare them for successful careers and meaningful contributions to society.

DIRECTOR OF ACADEMICS

Director's Message

It is my pleasure to welcome you to the academic year 2024/2025. Our institution stands as a pillar of academic excellence, and I am honored to lead our efforts in providing a transformative educational experience for all our students.

At CBE, we pride ourselves on offering a diverse range of undergraduate and postgraduate programs designed to meet the needs of the modern business environment. Our curricula are carefully crafted to provide a strong theoretical foundation coupled with practical skills and real-world applications.

Our undergraduate programmes are designed to equip students with the essential knowledge and skills needed to excel in their chosen fields. Each program is structured to include practical components, internships and/or industry projects that give our students a competitive edge in the job market.

For those looking to further their education and enhance their professional expertise, our postgraduate programmes offer advanced learning opportunities. These programs are tailored to meet the demands of professionals seeking to advance their careers and make significant contributions to their industries.

In response to the evolving demands of the business world, we are focusing on offering apprenticeship programmes in various fields such as Digital and Technology Solutions and Banking and Finance Management. These programs represent our commit-ment to innovation and practical learning, offering students hands-on experience and the opportunity to work closely with industry professionals. By integrating academic learning with real-world practice, we aim to produce graduates who are not only knowledgeable but also highly skilled and ready to excel in their careers.

Our dedication to quality education is unwavering. We continuously review and update our curricula to ensure they remain relevant and aligned with industry standards. Our staff members are experts in their fields, bringing a wealth of knowledge and experience to the classroom. They are committed to providing personalized guidance and support to help each student achieve their academic and professional goals.

At CBE, we believe in fostering an environment that supports academic success. We provide a range

of resources, including modern libraries, advanced computer labs, and interactive learning spaces, to enhance the learning experience. Our student support services, including academic advising, career counseling, and mentorship programmes, are designed to help students navigate their educational journey and prepare for their future careers.

As we embark on this new academic year, I encourage all students to take full advantage of the opportunities available at CBE. Engage actively in your studies, participate in extracurricular activities, and seek out internships and research projects that align with your interests. The knowledge and skills you acquire here will serve as a strong foundation for your future success.

I extend my best wishes to all our students and staff for a productive and fulfilling academic year. Together, we will continue to uphold the standards of excellence that define the College of Business Education.

Dr. Shima D. Banele
Director of Academics

WHAT WE OFFER

The College of Business Education (CBE) provides a total of sixty-eight programmes across seven academic departments. These include one Doctoral Programme (PhD) in ICT, nine Master's degree programmes, ten postgraduate diplomas, sixteen Bachelor's degree programmes, sixteen Diploma programmes, and sixteen Certificate programmes.

Department of Accountancy

Basic Technician Certificate in Accountancy

Basic Technician Certificate in Accounting and Taxation

Basic Technician Certificate in Accounting and Finance

Basic Technician Certificate in Banking and Finance Management

Basic Technician Certificate in Economics and Finance

Ordinary Diploma in Accountancy

Ordinary Diploma in Accounting and Taxation

Ordinary Diploma in Accounting and Finance

Ordinary Diploma in Banking and Finance Management

Ordinary Diploma in Economics and Finance

Bachelor's Degree in Accountancy

Bachelor's Degree in Accounting and Taxation

Bachelor's Degree in Accounting and Finance

Bachelor's Degree in Banking and Finance Management

Bachelor's Degree in Economics and Finance

Postgraduate Diploma in Accountancy

Postgraduate Diploma in Financial Management

Masters of Business Administration in Finance and Banking

Department of Business Administration

Basic Technician Certificate in Business Administration

Basic Technician Certificate of Business Administration in Human Resources Management

Basic Technician Certificate of Business Administration in Records and Archives Management

Basic Technician Certificate in Entrepreneurship and Innovation

Ordinary Diploma in Business Administration

Ordinary Diploma of Business Administration in Human Resources Management

Ordinary Diploma of Business Administration in Records and Archives Management

Ordinary Diploma in Entrepreneurship and Innovation

Bachelor's Degree in Business Administration

Bachelor's Degree of Business Administration in Human Resources Management

Bachelor's Degree of Business Administration in Records and Archives Management

Bachelor's Degree in Entrepreneurship and Innovation

Postgraduate Diploma in Business Administration

Postgraduate Diploma in Human Resources Management

Postgraduate Diploma in International Business Management

Postgraduate Diploma in Investment Management

Postgraduate Diploma in Project Management

Master of Business Administration in Human Resource Management

Master's Degree in International Business Management

Master's Degree in Project Management, Monitoring and Evaluation

Department of Education

Bachelor's Degree in Business Studies with Education

Department of ICT and Mathematics

Basic Technician Certificate in Information Technology

Ordinary Diploma in Information Technology

Bachelor's Degree in Information Technology

Master's Degree in Information Technology in Project Management

Master of Business Informatics

Master's Degree in Information and Communication Technology for Development

Doctoral Programme (PhD) in ICT

Department of Marketing

Basic Technician Certificate in Marketing

Basic Technician Certificate in Digital Marketing

Basic Technician Certificate of Marketing in Tourism and Events Management

Ordinary Diploma in Marketing

Ordinary Diploma in Digital Marketing

Ordinary Diploma of Marketing in Tourism and Events Management

Bachelor's Degree in Marketing

Bachelor's Degree of Marketing in Tourism and Events Management

Postgraduate Diploma in Marketing Management

Master of Business Administration in Marketing Management

Department of Legal and Industrial Metrology

Basic Technician Certificate in Metrology and Standardization

Ordinary Diploma in Metrology and Standardization

Bachelor's Degree in Metrology and Standardization

Postgraduate Diploma in Legal and Industrial Metrology

Department of Procurement and Supplies Management

Basic Technician Certificate in Procurement and Supply Chain Management

Basic Technician Certificate in Transport and Logistics Management

Ordinary Diploma in Procurement and Supply Chain Management

Ordinary Diploma in Transport and Logistics Management

Bachelor's Degree in Procurement and Supply Chain Management

Bachelor's Degree in Transport and Logistics Management

Postgraduate Diploma in Procurement and Supplies Management

Master's Degree in Procurement and Supply Chain Management

APPLICATION, ADMISSION AND REGISTRATION

Entry Requirements

Doctoral Programme (PhD) in ICT

This programme runs for four (4) years.

1) **Entry Requirements**

   Being multidisciplinary, the programme shall admit individuals with relevant Master's Degree. More information about this programme can be obtained from http://www.impdet.org/cbe

2) **Procedure for Joining the Programme**

   The procedures for joining the Doctoral programme run by the IMPDET-LEHub is as stipulated hereunder:

   Applications shall be received at the IMPDET-LE Doctoral Hub through; cbephd-cord@cbe.ac.tz or:

   PhD Coordinator,

   IMPDET - LE Doctoral Hub,

   P.O Box 1968,

   Dar es Salaam, Tanzania

   The applicant shall apply letter alongside with copies of certificates and the requisite academic transcripts. Other requirements include asound Concept Note (Maximum of 2000 words), detailed Curriculum Vitae and three reference letters of which one is from the employer.

Master's Degree Programmes

Master's Degree in Information and Communication Technology forDevelopment (MICT4D)

Admission to the programme is open to all candidates who havesuccessfully met one of the following minimum requirements:

- Bachelor's Degree in ICT related disciplines.
- Any Bachelor Degree with at least 30% ICT related courses.
- Bachelor's Degree in Engineering.
- Bachelor's Degree in Project Management.
- Postgraduate Diploma in ICT related courses.
- Any Master's Degree with ICT courses.

Master's Degree in Information Technology Project Management(MITPM)

Admission to the programme is open to all candidates who havesuccessfully met one of the following minimum requirements:

- Bachelor's Degree in ICT related disciplines.
- Any Bachelor Degree with at least 30% ICT related courses.
- Bachelor's Degree in Engineering.
- Bachelor's Degree in Project Management.
- Postgraduate Diploma in ICT related courses.
- Any Master's Degree with ICT courses.

Master's Degree in International Business Management (MIBM)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a Bachelor's degree (NTA Level 8), with at least Lower Second Class in any business-related studies from any accredited higher learning institution, OR
- Holds a Postgraduate Diploma from any accredited higher learning institution.

Master's Degree in Supply Chain Management (MSCM)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a Bachelor's degree (NTA Level 8), with Lower Second Class in any business-related studies from any accredited higher learning institution, OR
- Holds a Postgraduate Diploma in any business-related studies from any accredited higher learning institution.

Master of Business Administration in Human ResourcesManagement (MBA - HRM)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a Bachelor's degree (NTA Level 8), with at least Lower Second Class in any business-related studies from any accredited higher learning institution, OR
- Holds a Bachelor's degree (NTA Level 8), with at least a Pass Class in any business-related studies from any accredited higher learning institution and with at least three years of experience in the relevant field of study, OR
- Holds a Bachelor's degree (NTA Level 8), with at least Pass Class in any business-related studies from any accredited higher learning institution and holds a professional qualification (CPA, CPB, CSP, ACCA, CFA, etc.), OR
- Holds a Postgraduate Diploma in any business-related studies from any accredited higher learning institution.

Masters of Business Administration in Banking and Finance (MBA-BF)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a Bachelor's degree (NTA Level 8), with at least Lower Second Class in any business-related studies from any accredited higher learning institution, OR
- Holds a Bachelor's degree (NTA Level 8), with at least a Pass Class in any business-related studies from any accredited higher learning institution and with at least three years of experience in the relevant field of study, OR
- Holds a Bachelor's degree (NTA Level 8), with at least Pass Class in any business-related studies from any accredited higher learning institution and holds a professional qualification (CPA, CPB, CSP, ACCA, CFA, etc.), OR
- Holds a Postgraduate Diploma in any business-related studies from any accredited higher learning institution.

Master of Business Administration in Marketing Management (MBA-MKTM)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a Bachelor's degree (NTA Level 8), with at least Lower Second Class in any business-related studies from any accredited higher learning institution, OR
- Holds a Bachelor's degree (NTA Level 8), with at least a Pass Class in any business-related studies from any accredited higher learning institution and with at least three years of experience in the relevant field of study, OR
- Holds a Bachelor's degree (NTA Level 8), with at least Pass Class in any business-related studies from any accredited higher learning institution and holds a professional qualification (CPA, CPB, CSP, ACCA, CFA, etc.), OR
- Holds a Bachelor's degree (NTA Level 8), with at least Pass Class in any business-related studies from any accredited higher learning institution and Holds a Postgraduate Diploma in any business-related studies from any accredited higher learning institution, OR
- Holds an Advanced Diploma with at least Upper Second class in any business-related studies from any accredited higher learning institution OR
- Hold an Advanced Diploma, with at least pass class in any business-related studies from any accredited higher learning institution and holds a Postgraduate Diploma in any business-related studies from any accredited higher learning institution.

Master of Business Informatics (MBI)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a first degree or a Postgraduate Diploma in Business Informatics, Computer Sci-

ences, Information Technology, Business Administration, Marketing, Accountancy or Finance with at least lower second class obtained from a reputable and accredited higher learning institution.

Master's Degree in Project Management, Monitoring and Evaluation (MPMME)

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Holds a first degree or a Postgraduate Diploma in Project management, Business Management, Computer Sciences, Information Technology, Business Administration, Engineering, Health System Management, Public Administrations, Marketing, Accountancy or Finance with at least GPA of 2 and above obtained from a reputable and accredited Higher Education Institution.

Postgraduate Diploma Programmes (1 Year)

The College offers the following Postgraduate Diplomas:

- Postgraduate Diploma in Marketing Management (PGDMM);
- Postgraduate Diploma in Business Administration (PGDBA);
- Postgraduate Diploma in Human Resources Management (PGDHRM);
- Postgraduate Diploma in International Business Management(PGDIBM);
- Postgraduate Diploma in Investment Management (PGDIM);
- Postgraduate Diploma in Accountancy (PGDA);
- Postgraduate Diploma in Financial Management (PGDFM);
- Postgraduate Diploma in Legal and Industrial Metrology (PGDMET);
- Postgraduate Diploma in Procurement and Supplies (PGDPS);
- Postgraduate Diploma in Project Management (PGDPM).

Admission to the programme is open to all candidates who have successfully met one of the following minimum requirements:

- Bachelor Degree, OR Advanced Diploma from recognized Institution, OR Professional qualifications, e. g. CPA, CPSP, etc.

Bachelor Degree Programmes (3 years)

Table 1. General Minimum entry qualifications for undergraduate programmes.

NO.	CATEGORY OF APPLICANTS	MINIMUM ADMISSION ENTRY QUALIFICATIONS
1.	Completed A-Level studies before 2014	**Two principal passes with a total of 4.0 points** (Where A = 5; B = 4; C= 3; D = 2; E = 1).
2.	Completed A-Level studies in 2014 and 2015	**Two principal passes with a total of 4.0 points** (Where A = 5; B+ = 4; B = 3; C= 2; D = 1).
3.	Completed A–Level studies from 2016	**Two principal passes with a total of 4.0 points** (Where A = 5; B = 4; C= 3; D = 2; E = 1).
4.	Recognition of Prior Learning qualification	**B+ Grade**: where A =75-100, B+ = 65-74, B=50-64, C =40-49, D = 35-39, F = 0-38.
5.	Foundation Programme of the Open University of Tanzania (OUT)	• A GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies) PLUS • An Advanced Certificate of Secondary Education Examination with at least 1.5 from two subjects.
		• A GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies). PLUS • An Ordinary Diploma from the recognized institution with a GPA of at least 2.0 and Professional Technician Level II Certificate.
6.	Equivalent applicants	At least four O'-Level passes (Ds and above) or NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NECTA or VETA, AND • At least a GPA of 3.0 for Ordinary Diploma (NTA Level 6), OR • Average of B for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points), OR • Average of 'B+' Grade for Diploma in Teacher Education, OR • A Distinction for unclassified diplomas and certificates, OR • Upper Second Class for classified non-NTA diplomas.

Specific entry qualifications for various programmes:

Application will be eligible for consideration to join a Three-Year Bachelor Degree programme if he/she possess one of the following: -

1. **Bachelor's Degree in Business Administration (BBA)**

   - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
   - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution relevant to the degree course, OR
   - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

2. **Bachelor's Degree in Accountancy (BACC)**

   - Advanced Certificate of Secondary Education Examinations (i.e., Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
   - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution, OR
   - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

3. **Bachelor's Degree in Banking and Finance Management (BBFM)**

   - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
   - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution relevant to the degree course, OR
   - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

4. **Bachelor's Degree in Marketing (BMK)**

   - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
   - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution relevant to the degree course,
   - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

5. **Bachelor's Degree in Procurement and Supplies Management (BPS)**

- Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points   or higher, OR
- Diploma with a GPA of 3.0 and above from a reputable institution   relevant to the degree course, OR
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

6. **Bachelor's Degree in Metrology and Standardization (BMET)**

- Advanced Certificate of Secondary Education Examinations (i.e. form VI) with at least two Principal Level passes one of which must be Mathematics or Physics which add up to at least 4 or higher, OR
- Ordinary Diploma with a GPA of 3.0 and above in Legal and Industrial Metrology, Engineering or any other science related courses from a reputable institution, OR
- Full Technician Certificate (FTC), in the relevant field, from a   recognized Technical College, OR
- Any other equivalent qualification.
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in Science cluster.

7. **Bachelor's Degree in Information Technology (BIT)**

- Advanced Certificate of Secondary Education Examinations (i.e. form VI) with at least two principal passes in Mathematics or Physics which adds up 4.0 points or higher, OR
- Ordinary Diploma in ICT related disciplines with a GPA of 3.0 or   above from a reputable institution.
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in Science cluster.

8. **Bachelor's Degree in Business Studies with Education (BBSE)**

- Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least 2 principal passes which add up to 4 points or   higher, OR
- Ordinary Diploma in Business Studies with a GPA of 3.0 or above from a reputable institute on relevant to the degree course, OR
- Diploma in Teacher Education with an Average of 'B+' Grade   majoring in Science/Business from a reputable institution, OR
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from   six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

9. **Bachelor's Degree of Business Administration in Human Resources Management (BBA-HRM)**

   - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
   - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution, OR
   - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

10. **Bachelor's Degree in Accountancy and Taxation (BAT)**

    - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
    - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution, OR
    - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

11. **Bachelor's Degree in Accounting and Finance (BAF)**

    - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
    - Ordinary Diploma with GPA of 3.0 and above from a reputable institution relevant to the degree course, OR
    - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

12. **Bachelor's Degree of Business Administration in Records and Archives Management (BBA-RAM)**

    - Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
    - Ordinary Diploma with a GPA of 3.0 and above from a reputable institution, OR
    - Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

13. **Bachelor's Degree of Marketing in Tourism and Events Management(BMK-TEM)**

    - Advanced Certificate of Secondary Education Examinations (i.e., Form VI) with at least two Principal passes; which add up to 4 points or higher, OR

- Ordinary Diploma with GPA of 3.0 and above from a reputable institution, OR
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

14. Bachelor's Degree in Economics and Finance(BEF)

- Advanced Certificate of Secondary Education Examinations (i.e., Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
- Ordinary Diploma with GPA of 3.0 and above from a reputable institution, OR
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

15. Bachelor's Degree in Transport and Logistics Management (BTLM)

- Advanced Certificate of Secondary Education Examinations (i.e., Form VI) with at least two Principal passes; which add up to 4 points or higher, OR
- Ordinary Diploma with GPA of 3.0 and above from a reputable institution, OR
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

16. Bachelor of Entrepreneurship and Innovation (BEI)

- Advanced Certificate of Secondary Education Examinations (i.e. Form VI) with at least two Principal passes; which add up to 4 points   or higher, OR
- Diploma with a GPA of 3.0 and above from a reputable institution   relevant to the degree course, OR
- Foundation Certificate from OUT with a GPA of 3.0 accumulated from six core subjects and at least a C grade from three subjects in a respective cluster (Arts, Science and Business Studies).

Two- Year Ordinary Diploma programmes

An applicant will be deemed eligible for consideration to join a Two-Year ordinary Diploma Programme if he/she has at least 4 passes excluding religious subjects in Certificate of Secondary Education and/or possesses the following:

1. **Ordinary Diploma in Business Administration (DBA)**

   - Any NTA level 4 certificates from NACTVET recognized institution, OR
   - Advanced Certificate of Secondary Education with one Principal Pass and a Subsidiary Pass of the combination subjects.

2. **Ordinary Diploma in Accountancy (DA)**

   - Any NTA level 4 certificates in Banking and Credit Management or its equivalent from NACTE recognized institution, OR
   - Advanced Certificate of Secondary Education with one Principal Pass and a Subsidiary Pass of the combination subjects.

3. **Ordinary Diploma in Banking and Finance Management (DBFM)**

   - Any NTA level 4 certificates in Accountancy or its equivalent from NACTVET recognized institution, OR
   - Advanced Certificate of Secondary Education with one Principal pass and a Subsidiary Pass of the combination subjects.

4. **Ordinary Diploma in Marketing (DM)**

   - Any NTA level 4 certificates from NACTVET recognized institution, OR
   - Advanced Certificate of Secondary Education with one Principal pass and one Subsidiary Pass of the combination subjects.

5. **Ordinary Diploma in Procurement and Supplies Management (DPS)**

   - Any NTA level 4 certificates from NACTVET recognized institution, OR
   - Advanced Certificate of Secondary Education with one Principal pass and one Subsidiary Pass of the combination subjects.

6. **Ordinary Diploma in Metrology and Standardization (DMET)**

   - Basic Technician Certificate in Legal and Industrial Metrology, OR
   - Advanced Certificate of Secondary Education Examination with at least one Principal and Subsidiary passes one of which must be Physics or Mathematics.

7. **Ordinary Diploma in Information Technology (DIT)**

   - Any NTA level 4 in ICT related field from NACTVET recognized institution and MUST possess a Certificate of Secondary Education with at least 4 passes including Mathematics or Physics, OR

- Advanced Certificate of Secondary Education Examination with at least one Principal and Subsidiary passes one of which must be Physics or Mathematics.

8. **Ordinary Diploma of Business Administration in Human Resource Management (DBA-HRM)**

   - Possession of at least four (4) passes in the Certificate of Secondary Education Examination (CSEE), OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) in a Certificate of Secondary Education Examination (CSEE), OR
   - Possession of the National Technical Award (NTA) Level 4 of business administration in human resources management, business administration, business courses and equivalent as established by relevant organs, OR
   - Possession of at least one (1) Principle pass and a Subsidiary in the Advanced Certificate of Secondary Education Examination (ACSEE).

9. **Ordinary Diploma of Marketing in Tourism and Event Management (DM-TEM)**

   - Possession of at least four (4) passes in the Certificate of Secondary Education Examination (CSEE), OR
   - NTA Level 4 in business related studies, OR
   - Advanced Certificate of Secondary Education Examination (ACSEE) with at least one Principal pass and a Subsidiary in the combination subject.

10. **Ordinary Diploma in Digital Marketing (DDM)**

   - Possession of at least four (4) passes in the Certificate of SecondaryEducation Examination (CSEE), OR
   - NTA Level 4 in business related studies, OR
   - Advanced Certificate of Secondary Education Examination (ACSEE) with at least one Principal pass and a Subsidiary in the combination subject.

11. **Ordinary Diploma of Business Administration in Records and ArchivesManagement (DBA-RAM)**

   - Possession of at least four (4) passes in the Certificate of Secondary Education Examination (CSEE), OR
   - Possession of the National Technical Award (NTA) Level 4 of business administration in human resources management, business administration, business courses and equivalent as established by relevant organs OR
   - Possession of at least one (1) principal pass and a subsidiary in the Advanced Certificate of Secondary Education Examination (ACSEE).

12. Ordinary Diploma in Accounting and Finance (DAF)

- Any NTA level 4 certificates in Accounting and Finance, Banking and Finance Management, Accountancy or its equivalent from NACTVET recognized institution, OR
- Advanced Certificate of Secondary Education Examination with one Principal pass and a Subsidiary pass of the combination subjects.

13. Ordinary Diploma in Accounting and Taxation (DAT)

- Any NTA level 4 certificates in Accounting and Finance, Banking and Finance Management, Accountancy or its equivalent from NACTE recognized institution, OR
- Advanced Certificate of Secondary Education Examination with one Principal pass and a Subsidiary pass of the combination subjects.

14. Ordinary Diploma in Economics and Finance (DEF)

- Holders of Basic Technician Certificate (NTA Level 4) in Economics and Finance, Accountancy, Banking and Finance, Business Administration, Accounting and Taxation, Economic Studies, Planning. OR
- Advanced Certificate of Secondary Education Examination (ACSEE) with At Least one Principal Pass and one Subsidiary in Principal Subjects.

15. Ordinary Diploma in Transport and Logistics Management (DTLM)

- Holders of Basic Technician Certificate (NTA Level 4) in Transport and Logistics Management or Other Basic Technician Certificate Related Courses from NACTE Recognized Institution. OR
- Advanced Certificate of Secondary Education Examination (ACSEE) with At Least one Principal Pass and one Subsidiary in Principal Subjects.

16. Ordinary Diploma in Entrepreneurship and Logistics Innovation (DEI)

- Holders of Basic Technician Certificate (NTA Level 4) in Entrepreneurship and Innovation, Public Relation, Business Administration, Accounting and Finance, Economics OR
- Advanced Certificate of Secondary Education Examination (ACSEE) with at Least one Principal Pass and one Subsidiary in Principal Subjects

Basic Technician Certificate programmes

Application will be eligible for consideration to join a One-year Basic Technicia Certificate programmes if he/she possesses the following:

1. **Basic Technician Certificate in Business Administration (BTCBA)**

   - Certificate of Secondary Education with at least 4 passes excluding religious subjects, OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

2. **Basic Technician Certificate in Accountancy (BTCA)**

   - Certificate of Secondary Education with a minimum of 4 passes, excluding religious subjects OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

3. **Basic Technician Certificate in Banking and Finance Management (BTCBFM)**

   - Certificate of Secondary Education with a minimum of 4 passes, excluding religious subjects, OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

4. **Basic Technician Certificate in Marketing (BTCM)**

   - Certificate of Secondary Education with at least 4 passes excluding religious subjects, OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

5. **Basic Technician Certificate in Procurement and Supplies (BTCPS)**

   - Certificate of Secondary Education with at least 4 passes excluding religious subjects, OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

6. **Basic Technician Certificate in Metrology and Standardization (BTCMET)**

   - Certificate of Secondary Education with at least four passes including Mathematics or Physics, but excluding religious subjects, OR
   - Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE) including physics or Mathematics.

7. **Basic Technician Certificate in Information Technology (BTCIT)**

   - Certificate of Secondary Education with at least 4 passes including Physics or Mathematics, but excluding religious subjects in the Certificate of Secondary Education Examina-

tion (CSEE) including physics or Mathematics, OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE) including physics or Mathematics.

8. **Basic Technician Certificate of Business Administration in Human Resource (BTCBA-HRM)**

- Possession of at least four (4) passes in the Certificate of Secondary Education Examination (CSEE), OR
- Possession of the National Vocational Award (NVA) Level II (from a recognized institution), OR
- (Trade Test Grade I) and a Certificate of Secondary Education Examination (CSEE), or Possession of at least one (1) principle pass and a subsidiary in the Advanced Certificate of Secondary Education Examination (ACSEE).

9. **Basic Technician Certificate of Business Administration in Records and Archives Management (BTCBA-RAM)**

- Possession of at least four (4) passes in the Certificate of Secondary Education Examination (CSEE) excluding religious subjects, OR Possession of the National Vocational Award (NVA) Level II (from a recognized institution)
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE), OR
- Possession of at least one (1) principle pass and one subsidiary in the Advanced Certificate of Secondary Education Examination (ACSEE).

10. **Basic Technician Certificate in Digital Marketing (BTCDM)**

- Certificate of Secondary Education Examination with at least 4 passes excluding religious subjects, OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

11. **Basic Technician Certificate in Accountancy and Taxation (BTCAT)**

- Certificate of Secondary Education Examination with a minimum of 4 passes excluding religious subjects, OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

12. **Basic Technician Certificate in Accounting and Finance Management (BTCAFM)**

- Certificate of Secondary Education Examination with a minimum of 4 passes excluding

religious subjects, OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

13. **Basic Technician Certificate of Marketing in Tourism and Events Management (BTCM-TEM)**

- Certificate of Secondary Education Examination with at least 4 passes excluding religious subjects. OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

14. **Basic Technician Certificate in Economics and Finance (BTCEF)**

- Certificate of Secondary Education Examination with at least 4 passes excluding religious subjects. OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

15. **Basic Technician Certificate in Transport and Logistics Management (BTCTLM)**

- Certificate of Secondary Education Examination with at least 4 passes excluding religious subjects. OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

16. **Basic Technician Certificate in Entrepreneurship and Innovation (BTCEI)**

- Certificate of Secondary Education Examination with at least 4 passes excluding religious subjects. OR
- Possession of the National Vocational Award (NVA) Level III (Trade Test Grade I) and the Certificate of Secondary Education Examination (CSEE).

Review and Special Courses

Foundation to final stages - NBAA

Foundation to final stages - PSPTB

Admission Process/Call for Applications

Advertisements for the programmes are made in the media in early May for September intake, and January for March intake.

How to apply

Applications for all programmes are made online using the following procedure:

1. Visit the College website. "www.cbe.ac.tz"
2. Go to Admission and click/select "Online Application"

Applicants with foreign certificates will be required to submit their certificates to National Examination Council of Tanzania (NECTA) for Equivalence or Tanzania Commission for Universities (TCU) for Recognition of the Foreign Award.

Registration

Upon admission, all new students are required to obtain and thoroughly read the following regulations. These documents can be accessed from the library, the Dean of Students' office, or the College website:

- Students' By-laws;
- The College of Business Education (Examinations) Rules, 2023.
- The constitution of College of Business Education Students Organization (CBESO);
- Library Regulations;
- CBE current year Prospectus;
- College Dress Code; and
- Any other regulations issued by the College from time to time.

Documents to be produced during Registration

During Registration, every student must produce the following documents:

- Sponsor's commitment form.
- A duly filled acceptance form to abide by the College Rules and Regulations.
- A duly filled medical Examination form.
- Original certificates, academic transcripts, and statement of results.
- Birth Certificate.
- Two recent passport-size photographs (Coloured)
- Residence permit (Foreigners only).

Admission Requirements

- Selected candidates are required to register after paying at least the first instalment of the tuition fee. The time frame for fee payment and registration will be one month (30 days) from the date the College opens. This also applies to students with repeat modules or carry forward. Students who will not complete the registration and fee payment process within the specified time frame will automatically lose their student status and not be able to undertake any course during the particular Semester.
- No student shall be allowed to change any academic programme later than the second week from the commencement of the programme.
- No change of names by the student shall be allowed during the course of study. Students shall be allowed to use names appearing on the certificates which qualified them for admission.
- Certificates obtained outside Tanzania should get translation from the National Examinations Council of Tanzania (NECTA).

Enrolment

The College enrolment shall be limited to the available facilities. The management from time to time determines the number of students to be enrolled at its Campuses.

Medium of Instruction

English is the medium of instruction.

Transfers Procedure

Transfer within the College

A registered student may transfer from one campus to another within the college provided that he/she has fulfilled the following: -

- Filled Student Transfer Form obtained from the head of the respective department.
- Have paid the prescribed fee and other financial dues payable to the College before processing the transfer.
- Submitted Application for transfer to the Head of Department at least two (2) weeks before the beginning of the semester. There will be no transfers in the mid of the semester.

Transfer from/to other institutions

A registered student from any recognized academic institution may request a transfer to the College of Business Education and study one of its programmes of study provided that: -

- He/she has fulfilled all the transfer procedures provided by relevant authorities.
- The programme content of study between the two institutions is alike and compatible.
- The grading and assessment criteria of the programmes are compatible and accepted by the College.
- Prescribed fees and other financial dues are duly paid to the College.
- He/she has no examination irregularity or disciplinary case.

PROGRAMMES HOSTED BY THE DEPARTMENT OF ACCOUNTANCY

Accountancy Programme Structure (NTA Level 4-9)

Graduates in Accountancy can pursue careers as Public Accountants, financial analysts, internal or external auditors, management accountants, and budget analysts. Self-employment opportunities include setting up accounting firms or working as freelance accountants and financial consultants.

Postgraduate Diploma in Accountancy (PGDA) - NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACP09113	Management Accounting	12	C
2	ACP09108	Financial Reporting – I	12	C
3	BAP09118	Research Methodology	12	F
4	ITP09103	Quantitative Techniques	12	F
5	BAP09121	Strategic Management	12	C
6	ITP09102	Management InformationSystems	12	F
SEMESTER II				
1	ACP09215	Public Finance & Taxation	12	C
2	ACP09211	International Finance	12	C
3	ACP09202	Auditing & AssuranceServices	12	C
4	ACP09209	Financial reporting – II	12	C
5	BAP09107	Entrepreneurship &Business Ethics	12	C
6	ACP09217	Risk Management	12	C
SEMESTER I & II				
1	BAP09311	Research Report	12	C

Bachelor's Degree in Accountancy (BACC) – NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU08101	Advanced Financial Reporting	15	C
2	ACU08102	International Finance	12	C
3	BAU08101	Strategic Management	15	F

4	ACU08104	Auditing and Assurance Services	15	C
5	ACU07301	Public Sector Accounting	15	C
6	ACU08105	Performance Management	12	C
SEMESTER II				
1	ACU08207	Taxation	15	C
2	BAU08207	Business Ethics and Social Responsibility	12	F
3	BAU08205	Managerial Economics	12	F
4	ACU08209	Accounting Information System	12	C
5	BAU08106	Risk Management	12	F

Higher Diploma in Accountancy (HDACC) – NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU07120	Business Accounting	9	C
2	ACU07122	Cost Accounting	9	C
3	BAU07104	Corporate Business Communication	9	F
3	BAU07112	Career Management and Professional Development	6	F
4	BAU07103	Business Economics	12	C
5	ITU07105	Computer Applications and Information Literacy	6	F
6	MTU07102	Advanced Business Mathematics	12	F
SEMESTER II				
1	ACU07221	Accounting Software	9	C
2	ACU07215	Field Practice in Accountancy	12	C
3	ACU07222	Auditing Practices	9	C
4	ACU07223	Accounting Practices	9	C
5	ACU07224	Public Finance and Taxation	9	C
6	BAU07229	Theories and Practices of Development Studies	6	F
7	MTU07202	Business Statistical analysis	8	F
SEMESTER III				
1	ACU07309	Financial Management	11	C
2	ACU07306	Financial Reporting	12	C
3	ACU07321	Management Accounting	9	C
4	BAU07313	Entrepreneurship and Innovation	6	C
5	BAU07309	Business Law & Ethics	9	F
6	MTU07301	Operations Research	12	F
SEMESTER IV				
1	ACU07416	Practical Training in Accountancy	12	C
2	ACU07402	Corporate Finance	12	C
3	BAU07415	Management Principles and Leadership	6	F
4	BAU07416	Negotiation Techniques	6	F
5	BAU07414	Business Research Methodology	8	F
6	ITU07408	Management Information System	12	F

Ordinary Diploma in Accountancy (DA) – NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT06104	Elements of Cost Accounting	12	C

2	BAT06105	Professional Ethics	8	F
3	BAT06106	Leadership and Management	11	F
4	BAT06103	Business Communication	9	F
5	MTT06101	Business Mathematics and Statistics	12	F
6	ACT06105	Principles of Accounting	9	C
SEMESTER II				
1	ACT06205	Principles of Financial Management	12	C
2	ACT06201	Principles of Cost Accounting	12	C
3	ACT06204	Banking and Credit Management	9	C
4	ACT06215	Accounting Information Systems	9	C
5	ACT06203	Principles of Auditing	9	C
6	ACT06216	Cooperatives Management	8	C

Technician Certificate in Accountancy (TCA) – NTA Level 5

SEMESTER I				
SN	**Module Code**	**Module Name**	**Credit Value**	**Classification**
1	BAT05103	Business Law	12	F
2	BAT05112	Career Planning and Management	6	F
3	BAT05102	Communication Skills	8	F
4	BAT05101	Office Practice and Records Management	11	C
5	MTT05101	Business Mathematics	9	F
6	ACT05107	Fundamentals of Accounting	9	C
7	ACT05115	Computerized Accounting and Information Literacy	9	C
SEMESTER II				
1	ACT05218	Fundamentals of Taxation	9	C
2	ACT05216	Elements of Auditing	9	C
3	ACT05202	Principles of Public Sector Accounting	9	C
4	ACT05205	Field Work in Accounting	12	C
5	BAT05214	Principles of Entrepreneurship and Innovation	9	F
6	BAT05202	Principles of Economics	11	C

Basic Technician Certificate in Accountancy (BTCA) – NTA Level 4

SEMESTER I				
SN	**Module Code**	**Module Name**	**Credit Value**	**Classification**
1	ACT04101	Book Keeping	12	C
2	BAT04115	Personal Development and Career Planning	6	F
3	MKT04101	Elements of Marketing	12	F
4	BAT04107	Essentials of Commerce	9	F
5	MTT04104	Elementary Business Mathematics	6	F
6	ITT04115	Basics of Computer Applications and Information Literacy	6	F
7	BAT04103	Basics of Communication Skills	9	C
SEMESTER II				
1	ACT04215	Elements of Accounting	11	C
2	BAT04203	Fundamentals of Economics	12	F
3	BAT04204	Basics of Entrepreneurship	11	F
4	BAT04213	Elements of Business Law	6	F

5	BAT04215	Fundamentals of Office Practice and Record Management	11	C
6	ACT04216	Elements of Taxation	9	F

Accounting and Taxation Programme Structure (NTA Level 4-8)

This programme prepares graduates for roles such as tax consultants/advisors, tax auditors, corporate tax managers, revenue officers, and accounting managers. They can also become financial controllers. Self-employment options include establishing tax consultancy practices or providing freelance tax advisory services.

Bachelor's Degree in Accounting and Taxation (BAT) – NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU08106	Advanced Financial Reporting	12	C
2	ACU08103	Performance Management Evaluation and Control	12	C
3	ACU08104	Auditing and Assurance Services	11	C
4	ACU08127	Tax Compliance Management	12	C
5	BAU08101	Strategic Management	12	F
SEMESTER II				
1	ACU08102	International Finance	12	C
2	ACU08205	Accounting Information System	11	C
3	ACU08206	International Taxation	12	C
4	ACU08211	Public Sector Accounting Techniques	11	C
5	BAU08103	Risk Management	9	C
6	BAU08205	Managerial Economics	12	F

Higher Diploma in Accounting and Taxation (HDAT) – NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU07131	Financial Accounting and Reporting	12	C
2	ACU07146	Public Finance Management	11	C
3	BAU07103	Business Economics	9	F
4	BAU07104	Corporate Business Communication	9	F
5	BAU07110	Development Theories	10	F
6	MTU07102	Advanced Business Mathematics	9	F
SEMESTER II				
1	ACU07205	Auditing	9	C
2	ACU07234	Direct Tax Management	12	C
3	ACU07235	Costing Techniques	10	C
4	ACU07207	Advanced Financial Accounting	10	C
5	BAU07212	Management Principles and Practices	10	F
6	MTU07201	Statistical Analysis	9	F
SEMESTER III				
1	ACU07336	Business and Corporate Accounting	10	C
2	ACU07339	Business Financial Reporting	10	C
3	ACU07343	Business Finance	9	C
4	ACU07344	Indirect Tax Management	10	C
5	BAU07309	Business Law and Ethics	9	F

6	ITU07306	Business Information System	9	F
SEMESTER IV				
1	ACU07432	Tax Administration Laws and Practices	12	C
2	ACU07437	Field Research	12	C
3	ACU07438	Management Accounting Techniques	11	C
4	ACU07447	Finance and Investment Decision	10	C
5	ACU07449	Corporate Financial Reporting	12	C
6	BAU07208	Research Methodology	9	C

Ordinary Diploma in Accounting and Taxation (DAT) – NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT06101	Business Accounting	12	C
2	ACT06116	Cost Management	12	C
3	ACT06117	Principles of Direct Tax Management	12	C
4	BAT06103	Business Communication	9	F
5	BAT06104	Principles of Development Studies	9	F
6	MTT06101	Business Mathematics and Statistics	9	F
SEMESTER II				
1	ACT06103	Banking and Credit Management	9	C
2	ACT06210	Principles of Business Accounting	12	C
3	ACT06203	Principles of Auditing	9	C
3	ACT06205	Principles of Financial Management	12	C
4	ACT06206	Principles of Indirect Tax Management	12	C
5	ACT06219	Costing Methods	12	C

Technician Certificate in Accounting and Taxation (TCAT) – NTA Level 5

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT05101	Principles of Accounting	12	C
2	BAT05101	Office Practice and Records Management	11	F
3	BAT05102	Communication Skills	9	F
4	BAT05103	Business Law	11	F
5	ITT05109	Computer Applications in Business	9	F
6	MTT05101	Business Mathematics	9	F
SEMESTER II				
1	ACT05212	Accounting for Specialized Organizations	12	C
2	ACT05214	Fundamentals of Direct Tax Management	15	C
3	ACT05219	Fundamentals of Indirect Tax Management	15	C
4	BAT05202	Principles of Economics	11	C
5	BAT05203	Entrepreneurship and Small Business Management	11	F

Basic Technician Certificate in Accounting and Taxation (BTCAT) – NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT04101	Book Keeping	12	C
2	ACT04104	Principles of Taxation	12	C

3	BAT04103	Basics of Communication Skills	9	F
4	ITT04109	Fundamentals of Computer Application in Business	9	F
5	MTT04101	Elementary Mathematics	9	F
6	PST04101	Basic Procurement Principles	11	F
SEMESTER II				
1	ACT04202	Elements of Economics and Commerce	12	C
2	ACT04203	Elements of Accounting and Auditing	12	C
3	ACT04206	Basics of Taxation	12	C
4	BAT04204	Basics of Entrepreneurship	11	F
5	BAT04209	Basics of Legal Systems	11	F

Accounting and Finance Programme Structure (NTA Level 4-8)

Graduates of this programme can work as financial analysts, investment bankers, financial planners, accountants, auditors, and treasury analysts. Self-employment opportunities include offering financial planning services, becoming independent auditors, or starting a consultancy in financial management.

Bachelor's Degree in Accounting and Finance (BAF) – NTA Level 8

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACU08104	Auditing and Assurance Services	11	C
2	ACU08105	Performance Management	11	C
3	ACU08124	Corporate Reporting	11	C
4	ACU08125	International Financial Management	11	C
5	ACU08126	Strategic Financial Management	9	C
6	ACU08211	Public Sector Accounting Techniques	11	C
7	BAU08101	Strategic Management	12	F
SEMESTER II				
1	ACU08205	Accounting Information System	11	C
2	ACU08207	Taxation	11	C
3	ACU08208	Investment Analysis and Capital Markets	11	C
4	BAU08103	Risk Management	9	F
5	BAU08205	Managerial Economics	12	F
6	BAU08223	Corporate Governance and Ethics	11	F

Higher Diploma in Accounting and Finance (HDAF) – NTA Level 7

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACU07102	Principles of Financial Accounting	12	C
2	ACU07142	Marketing of Financial Services	12	C
3	BAU07103	Business Economics	9	F
4	BAU07104	Corporate Business Communication	9	F
5	MTU07102	Advanced Business Mathematics	9	F
SEMESTER II				
1	ACU07203	Financial Accounting	12	C

2	ACU07204	Cost Accounting	9	C
3	ACU07205	Auditing	9	C
4	ACU07434	Field Practice	12	C
5	BAU07207	Development Studies	9	F
6	BAU07208	Research Methodology	9	F
7	MTU07201	Statistical Analysis	9	F
SEMESTER III				
1	ACU07309	Financial Management	12	C
2	ACU07340	Financial Markets and Institutions	12	C
3	BAU07306	Domestic and International Entrepreneurship	12	F
4	BAU07309	Business Law and Ethics	9	F
5	ITU07306	Business Information System	9	F
6	MTU07301	Operations Research	9	F
SEMESTER IV				
1	ACU07306	Financial Reporting	12	C
2	ACU07402	Corporate Finance	12	C
3	ACU07413	Tax Management	9	C
4	ACU07441	Financial Statement Analysis	9	C
5	BAU07412	Management Principles and Practice	9	F
6	ITU07408	Management Information System	9	F

Ordinary Diploma in Accounting and Finance (HDAF) – NTA Level 6

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT06101	Business Accounting	12	C
2	ACT06104	Elements of Cost Accounting	12	C
3	ACT06110	Principles of Micro Finance	11	C
4	BAT06104	Principles of Development Studies	9	F
5	MTT06101	Business Mathematics and Statistics	9	F
SEMESTER II				
1	ACT06103	Banking and Credit Management	9	C
2	ACT06201	Principles of Cost Accounting	12	C
3	ACT06203	Principles of Auditing	9	C
4	ACT06205	Principles of Financial Management	15	C
5	ITT06213	Information and Communication Technology	12	F

Technician Certificate in Accounting and Finance (TCAF) – NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT05101	Principles of Accounting	12	C
2	ACT05220	Principles of financial services	11	F
3	BAT05102	Communication Skills	9	F
4	BAT05103	Business Law	11	F
5	ITT05109	Computer Applications in Business	9	F
6	MTT05101	Business Mathematics	12	F

		SEMESTER II		
1	ACT05202	Principles of Public Sector Accounting	12	C
2	ACT05218	Fundamentals of Taxation	12	C
3	BAT05202	Principles of Economics	11	C
4	BAT05203	Entrepreneurship and Small Business Management	11	F
5	PST05101	Procurement Principles	12	F

Basic Technician Certificate in Accounting and Finance (BTCAF) – NTA Level 4

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	ACT04101	Book Keeping	15	C
2	ACT04212	Basics of Finance	12	C
3	BAT04103	Basics of Communication Skills	9	F
4	ITT04109	Fundamentals of Computer Application in Business	9	F
5	MTT04101	Elementary Mathematics	9	F
6	PST04101	Basic Procurement Principles	14	F
		SEMESTER II		
1	ACT04202	Elements of Economics and Commerce	12	C
2	ACT04203	Elements of Accounting and Auditing	12	C
3	ACT04207	Basics of Financial Markets and Institutions	12	C
4	BAT04204	Basics of Entrepreneurship	11	F
5	BAT04209	Basics of Legal Systems	11	F

Banking and Finance Programme Structure (NTA Level 4-9)

Students pursuing banking and finance management programmes at various educational levels have diverse career options. For those aiming for employment, roles include financial analyst, investment banker, loan officer, credit analyst, financial planner, risk manager, and compliance officer. Opportunities also exist in corporate finance, asset management, insurance, and government financial departments. For self-employment, graduates can become financial consultants, independent financial advisors, or entrepreneurs in financial technology startups. Each educational level enhances expertise and opens up more advanced and specialized career pathways in banking and finance.

Masters of Business Administration in Finance and Banking (MBA – F&B) – NTA Level 9

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAM09101	Advanced Research Methodology	12	C
2	BAM09107	Quantitative techniques	15	C
3	BAM09104	Entrepreneurship and Business management	12	C
4	BAM09108	Organization Theory and Management	12	C
5	ACM09108	Financial Management	12	C
6	BAM09110	Production and Operations	12	C
7	ACM09106	International Business Finance	12	C
		SEMESTER II		
1	ITP09102	Management Information Systems	12	C
2	ACM09205	Investment Analysis and PortfolioManagement	12	C
3	ACM09207	Financial Markets and Institutions	12	C
4	BAM09216	Banking and Financial Institutions Law	12	C

5	ACM09203	Banking and Credit Management	12	C
6	BAM09212	Managerial Economics	12	C
SEMESTER III				
1	BAM09313	Dissertation	45	C

Postgraduate Diploma in Financial Management (PGDFM) - NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ITP09103	Quantitative Techniques	12	F
2	ACP09103	Business Finance 1	12	C
3	BAP09121	Strategic Management	12	C
4	ACP09101	Accounting for Managers	12	C
5	BAP09118	Research Methodology	12	F
6	ITP09102	Management InformationSystems	12	C
SEMESTER II				
1	ACP09204	Business Finance II	12	C
2	ACP09113	Management Accounting	12	C
3	ACP09211	International Finance	12	C
4	BAP09112	Managerial Economics	12	F
5	BAP09107	Entrepreneurship &Business Ethics	12	C
6	ACP09217	Risk Management	12	C
SEMESTER I & II				
1	BAP09311	Research Report	12	C

Bachelor's Degree in Banking and Finance Management (BBFM) – NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU08106	Advanced Financial Reporting	12	C
2	ACU08111	Financial Analysis Techniques	10	C
3	ACU08112	Bank Treasury Management	10	C
4	ACU08113	Microfinance Management	9	C
5	ACU08115	Financial Risk Management	12	C
6	ACU08116	Financial Markets and Institutions	9	C
SEMESTER II				
1	BAU08205	Managerial Economics	12	F
2	ACU08125	International Financial Management	11	C
3	ACU08218	Corporate Governance for Banks	11	C
4	ACU08219	Money and Commercial Banking	11	C
5	ACU08221	E-Banking Management	11	C
6	ACU08222	Money Laundering	11	C

Higher Diploma in Banking and Finance Management (HDBFM) – NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU07110	Introduction to Financial Accounting	11	C
2	ACU07111	Principles of Banking and Financial Market	11	C
3	ACU07114	IT deployment in Banking	11	C

4	ACU07142	Marketing of Financial Services	12	C
5	BAU07103	Business Economics	9	F
6	BAU07333	Partnership Laws and Business Practices	9	F
SEMESTER II				
1	ACU07216	Accounting Management	11	C
2	ACU07217	International Trade Finance	11	C
3	ACU07218	Banking Operations and Practice	9	C
4	ACU07219	Law and Practice of Banking	11	C
5	ACU07326	Investment Analysis and Capital Market	9	C
6	BAU07208	Research Methodology	9	F
SEMESTER III				
1	ACU07306	Financial Reporting	12	C
2	ACU07323	Credit and Lending decision	11	C
3	ACU07324	International Trade and Finance	11	C
4	BAU07325	Managerial Economics	11	C
5	MTU07102	Advanced Business Mathematics	9	F
6	MTU07304	Business Statistics	11	F
SEMESTER IV				
1	ACU07402	Corporate Finance	12	C
2	ACU07429	Lease Financing	11	C
3	ACU07430	Bank Risk Management	11	C
4	ACU07434	Field Practice	12	C
5	BAU07412	Management Principles and Practice	9	F
6	BAU07426	Social Protection Management	11	F
7	ITU07428	Programming Models	11	F

Ordinary Diploma in Banking and Finance Management (DBFM) – NTA Level 6

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT06110	Principles of Micro Finance	11	C
2	ACT06115	Principles of Financial Accounting	12	C
3	ACT06118	Principles and practices of banking	12	C
4	BAT06104	Principles of Development Studies	9	F
5	MKT06106	Principles of Customer Service Management	9	C
6	MTT06101	Business Mathematics and Statistics	12	F
SEMESTER II				
1	ACT06207	Principles of corporate finance	11	C
2	ACT06208	SMEs Financing	12	C
3	ACT06209	Banking Law and Practice	12	C
4	BAT06206	Office Management	12	F
5	ITT06214	Application of IT in banking	12	C

Technician Certificate in Banking and Finance Management (TCBFM) – NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT05101	Principles of Accounting	11	C

2	ACT05111	Principles of Monetary and Financial Systems	12	C
3	BAT05102	Communication Skills	9	F
4	BAT05103	Business Law	12	F
5	ITT05109	Computer Applications in Business	9	F
6	MTT05101	Business Mathematics	12	F
		SEMESTER II		
1	ACT05202	Principles of Public Sector Accounting	11	C
2	ACT05213	Basics of Corporate Finance	11	C
3	ACT05215	Principles of Banking and Credit Management	11	C
4	ACT05220	Principles of financial services	11	C
5	BAT05202	Principles of Economics	11	F

Basic Technician Certificate in Banking and Finance Management (BTCBFM) – NTA Level 4

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	ACT04101	Book Keeping	12	C
2	ACT04105	Basics of Banking	12	C
3	ACT04111	Basic Principles of Monetary and Financial Systems	12	C
4	BAT04103	Basics of Communication Skills	12	F
5	ITT04109	Fundamentals of Computer Application in Business	12	F
6	MTT04101	Elementary Mathematics	9	F
		SEMESTER II		
1	ACT04202	Elements of Economics and Commerce	11	C
2	ACT04206	Basics of Taxation	9	C
3	ACT04210	Basic Principles of Lending	11	C
4	ACT04212	Basics of Finance	12	C
5	BAT04204	Basics of Entrepreneurship	9	F
6	BAT04209	Basics of Legal Systems	9	F

Economics and Finance Programme Structure (NTA Level 4-8)

Graduates can work as economic analysts, financial consultants, policy analysts, investment analysts, market research analysts, and financial planners. They can also pursue self-employment by providing consultancy services in economics and finance or starting their own research firms.

Bachelor's Degree in Economics and Finance (BEF) – NTA Level 8

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	ACU08102	International Finance	12	C
2	ACU08105	Performance Management	11	C
3	BAU08117	Development economics	9	C
4	BAU08119	Intermediate Micro-economics	11	C
5	BAU08121	Project Planning and Management	9	C
6	BAU08104	Management Consultancy	12	C
		SEMESTER II		
1	ACU08205	Accounting Information System	11	C
2	ACU08207	Taxation	11	C
3	BAU08125	Research Project	12	C

4	BAU08210	Industrial Economics	11	C
5	BAU08218	Intermediate Macro- Economics	11	C
6	BAU08219	International Economics	9	C

Higher Diploma in Economics and Finance (HDEF) – NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAU07104	Corporate Business Communication	9	F
2	BAU07123	Introduction to Micro Economics	11	C
3	BAU07124	Introduction to Macro Economics	11	C
4	BAU07125	Business Lending	9	C
5	MTU07103	Mathematics for Economists	11	C
SEMESTER II				
1	ACU07214	Field Work	15	C
2	ACU07220	Introduction to Money and Banking	9	C
3	BAU07207	Development Studies	9	F
4	BAU07309	Business Law and Ethics	9	F
5	MTU07201	Statistical Analysis	9	F
SEMESTER III				
1	ACU07309	Financial Management	12	C
2	BAU07306	Domestic and International Entrepreneurship	12	C
3	BAU07337	Portfolio and Investment analysis	9	C
4	BAU07429	Econometric 1	11	C
5	ITU07408	Management Information System	9	F
6	MTU07301	Operations Research	9	F
SEMESTER IV				
1	ACU07401	Public Finance	12	C
2	ACU07402	Corporate Finance	12	C
3	ACU07428	Financial and Monetary Economics	9	C
4	BAU07208	Research Methodology	9	C
5	BAU07326	Econometrics II	11	C

Ordinary Diploma in Economics and Finance (DEF) – NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT06101	Business Accounting	12	C
2	ACT06103	Banking and Credit Management	12	C
3	BAT06103	Business Communication	9	F
4	BAT06104	Principles of Development Studies	9	F
5	BAT06119	Introduction to Monetary Economics	11	C
6	MTT06101	Business Mathematics and Statistics	12	C
SEMESTER II				
1	ACT06205	Principles of Financial Management	11	C
2	ACT06220	Introduction to Financial Planning and Forecasting	11	C
3	BAT06208	Introduction to Portfolio and Investment	11	C
4	BAT06209	Economic Policy and Planning	11	C
5	ITT06213	Information and Communication Technology	11	F

Technician Certificate in Economics and Finance (TCEF) – NTA Level 5

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT05104	Introduction to Business Finance	11	C
2	ACT05105	Principle of Micro-finance	9	C
3	ACT05106	Introduction to Public Finance	11	C
4	BAT05102	Communication Skills	10	F
5	ITT05109	Computer Applications in Business	8	F
6	MTT05101	Business Mathematics	12	C
SEMESTER II				
1	BAT05103	Business Law	8	F
2	BAT05203	Entrepreneurship and Small Business Management	9	C
3	BAT05211	Field Practice	11	C
4	BAT05223	Principles of Macro-economics	11	C
5	BAT05213	Introduction to Development Economics	9	C
6	BAT05225	Principles to Micro-economics	11	C

Basic Technician Certificate in Economics and Finance (BTCEF) – NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT04101	Book Keeping	12	C
2	ACT04105	Basics of Banking	11	C
3	BAT04103	Basics of Communication Skills	9	F
4	BAT04111	Fundamentals of Micro-economics	11	C
5	ITT04109	Fundamentals of Computer Application in Business	11	F
6	MTT04101	Elementary Mathematics	11	C
SEMESTER II				
1	ACT04203	Elements of Accounting and Auditing	12	C
2	ACT04204	Elementary Microfinance	11	C
3	BAT04204	Basics of Entrepreneurship	11	C
4	BAT04208	Fundamentals of Macro- Economics	12	C
5	BAT04209	Basics of Legal Systems	9	F

ROGRAMMES HOSTED BY THE DEPARTMENT OF BUSINESS ADMINISTRATION

Business Administration Programme Structure (NTA Level 4-9)

Graduates can become business managers, operations managers, sales managers, business consultants, entrepreneurs, and project managers. For self-employment, they can start their own businesses, become business consultants, or work as independent project managers.

Master's Degree in International Business Management (MIBM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAM09101	Advanced Research Methodology	12	C
2	BAM09106	Global Entrepreneurship	12	C
3	BAM09107	Quantitative Analysis Techniques	12	C
4	ITM09107	Information Management	12	C
5	BAM09105	International Human Resources Management	12	C
6	ACM09106	International Business Finance	12	C
SEMESTER II				
1	BAM09201	Strategic and Networks Management	12	C
2	BAM09203	International Business Law	12	C
3	MKM09208	International Marketing in Global Environment	12	C
4	BAM09204	International Trade	12	C
5	PSM09201	Supply Chain Management	12	C
6	ACM09201	Business Taxation	12	C
SEMESTER III				
1	BAM09313	Dissertation	45	C

Postgraduate Diploma in International Business Management (PGDIBM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAP09103	Business Management System and Tools	12	C
2	ITP09101	Computer Skills forManagers	12	F
3	BAP09122	Written and Oral Communication forManagers	12	F
SEMESTER II				
1	ITP09102	Management Information System	12	C

2	BAP09110	Human ResourceManagement	12	C
3	ACP09106	Financial and PhysicalAssets Management	12	C
4	MKP09206	Strategic Alliance & Networks Management	12	C
SEMESTER III				
1	MKP09207	Marketing and Communication	12	C
2	PSP09101	Building the SuppliesChain	12	C
3	BAP09101	Building ProductionCapability	12	C
4	BAP09115	Producing Efficiently	12	C
5	BAP09116	Producing Quality	12	C
6	BAP09120	Setting Up Distribution Channels	12	C
SEMESTER IV & V				
1	BAP09108	Getting Orders	12	C
2	BAP09114	Producing and DeliveringOrders	12	C
3	BAP09109	Getting Paid	12	F
4	BAP09105	Case Writing	12	C

Postgraduate Diploma in Business Administration (PGDBA) – NTA Level 9

SEMESTER I				
SN	**Module Code**	**Module Name**	**Credit Value**	**Classification**
1	BAP09118	Research Methodology	12	C
2	ITP09103	Quantitative Techniques	12	C
3	ITP09102	Management InformationSystems	12	C
4	BAP09112	Managerial Economics	12	C
5	BAP09107	Entrepreneurship &Business Ethics	12	C
6	ACP09101	Accounting for Managers	12	C
SEMESTER II				
1	MKP09203	Marketing Management	12	C
2	ACP09205	Corporate Finance	12	C
3	BAP09110	Human ResourceManagement	12	C
4	BAP09121	Strategic Management	12	C
5	BAP09102	Communication & Negotiation	12	C
SEMESTER I & II				
1	BAP09311	Research Report	12	C

Postgraduate Diploma in Investment Management (PGDIM) – NTA Level 9

SEMESTER I				
SN	**Module Code**	**Module Name**	**Credit Value**	**Classification**
1	ACP09101	Accounting for Managers	12	C
2	ACP09110	Financial StatementsAnalysis	12	C
3	BAP09118	Research Methodology	12	F
4	ITP09103	Quantitative Techniques	12	F
5	BAP09121	Strategic Management	12	C
6	ITP09102	Management Information Systems	12	F
SEMESTER II				
1	ACP09211	International Finance	12	C
2	ACP09212	Investment Analysis &Portfolio Management	12	C
3	ACP09205	Corporate Finance	12	C

4	ACP09207	Financial Markets &Institutions	12	C
5	BAP09107	Entrepreneurship &Business Ethics	12	C
6	ACP09217	Risk Management	12	C
SEMESTER I & II				
1	BAP09311	Research Report	C	C

Bachelor's Degree in Business Administration (BBA) – NTA Level 8

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAU08101	Strategic Management	15	C
2	BAU08207	Business Ethics and Social Responsibility	11	C
3	BAU08106	Business Planning and EnvironmentalAnalysis	12	C
4	BAU08105	Corporate Entrepreneurship	11	C
5	BAU08103	Risk Management	12	C
SEMESTER II				
1	MKU08104	Production andOperations Management	12	C
2	PSU08202	Supply Chain Management	11	F
3	BAU08104	ManagementConsultancy	11	C
4	BAU08205	Managerial Economics	12	C
5	BAU08209	Organization Behavior	11	C
6	BAU 08206	Project Analysis Management	15	C

Higher Diploma in Business Administration (HDBA) – NTA Level 7

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAU07104	Corporate Business Communication	9	C
2	BAU07103	Business Economics	12	C
3	BAU07102	Business Administration Techniques	12	C
4	ITU07105	Computer Applications and Information Literacy	6	F
5	MKU07107	Principles of Marketing Management	8	F
6	MTU07102	Advanced Business Mathematics	12	F
7	BAU07105	Career Management and Professional Development	6	F
SEMESTER II				
1	ACU07208	Accounting for Managers	9	F
2	BAU07229	Theories and Practices of Development Studies	6	F
3	BAU07204	Human Resource Management	12	C
4	BAU07330	Electronic Business Administration	9	C
5	BAU07228	Field Practice in Business Administration	12	C
6	MTU07202	Business Statistical Analysis	8	F
7	BAU07209	Strategic Negotiation and Mediation	8	C
SEMESTER III				
1	ACU07309	Financial Management	11	C
2	BAU07313	Entrepreneurship and Innovation	6	C
3	BAU07309	Business Law & Ethics	9	C

4	BAU07312	Public Administration Theories and Practice	8	C
5	MTU07301	Operations Research	12	F
SEMESTER IV				
1	BAU07415	Management Principles and Leadership	6	C
2	BAU07414	Business Research Methodology	8	F
3	BAU07434	Practical Training in Business Administration	12	C
4	BAU07409	Industrial Relation and Labour Law	12	C
5	BAU07411	International Business	15	C
6	ITU07408	Management Information System	12	F

Ordinary Diploma in Business Administration (DBA) – NTA Level 6

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT06104	Elements of Cost Accounting	12	F
2	BAT06105	Professional Ethics	8	F
3	BAT06106	Leadership and Management	11	C
4	BAT06103	Business Communication	9	C
5	MTT06101	Business Mathematics and Statistics	12	F
SEMESTER II				
1	ACT06205	Principles of Financial Management	12	F
2	ACT06201	Principles of Cost Accounting	12	F
3	BAT06206	Office Management	12	C
4	BAT06207	e-Commerce	15	C
5	MKT06204	Principles of Operations Management	9	C
6	ACT06216	Cooperatives Management	8	C

Technician Certificate in Business Administration (TCBA) – NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT05107	Fundamentals of Accounting	9	F
2	BAT05103	Business Law	12	F
3	BAT05102	Communication Skills	8	C
4	BAT05101	Office Practice and Records Management	11	C
5	BAT05112	Career Planning and Management	6	F
6	ITT05111	Computer Application and Information Literacy in Business	6	F
7	MTT05101	Business Mathematics	9	F
SEMESTER II				
1	BAT05202	Principles of Economics	11	C
2	BAT05214	Principles of Entrepreneurship and Innovation	9	C
3	BAT05224	Business Administration Principles	11	C
4	BAT05215	Field Work in Business Administration	12	C
5	MKT05216	Marketing Principles	8	F
6	PST05210	Principles of Procurement	8	F

Basic Technician Certificate in Business Administration (BTCBA) – NTA Level 4

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAT04115	Personal Development and Career Planning	6	F
2	BAT04103	Basics of Communication Skills	9	C
3	BAT04107	Essentials of Commerce	9	C
4	MTT04104	Elementary Business Mathematics	6	F
5	ITT04115	Basics of Computer Applications and Information Literacy	6	F
6	MKT04101	Elements of Marketing	12	C
7	ACT04101	Book Keeping	12	F
		SEMESTER II		
1	BAT04204	Basics of Entrepreneurship	11	C
2	BAT04212	Essentials of Business Administration	6	C
3	BAT04213	Elements of Business Law	6	F
4	BAT04215	Fundamentals of Office Practice and Record Management	11	C
5	BAT04203	Fundamentals of Economics	12	C
6	MKT04211	Elements of Customer Service and Relations	6	F
7	PST04205	Basic Store Administration	8	F

Project Management Programme Structure (NTA Level 9)

Employment opportunities for this programme include roles such as project manager, program coordinator, monitoring and evaluation specialist, project analyst, and quality assurance manager, with positions available across sectors like construction, healthcare, IT, non-profit organisations and government agencies. For those interested in self-employment, graduates can become independent project management consultants, freelance evaluators, or establish their own project management firms.

Master's Degree in Project Management, Monitoring and Evaluation (MPMME) – NTA Level 9

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAM09106	Project Process, Planning and Appraisal	14	C
2	BAM09110	Production and Operations Management	12	F
3	BAM09104	Project Performance, Monitoring and Evaluation	12	C
4	BAM09103	Quantitative Analysis	12	C
5	BAM09101	Advanced Research Methodology	12	C
6	BAM09102	Finance for Public and Private Partnership Projects	12	C
		SEMESTER II		
1	BAM09215	Human Resource Development and Performance Appraisal	12	F
2	BAM09203	Project Portfolio and Risk Management	12	C
3	BAM09205	Environmental and Social Impact Assessment	11	C
4	PSM09208	Procurement Contract Management	12	F
5	BAM09212	Managerial Economics	12	F
6	BAM09204	Ethics, Leadership and Legal Aspects in Project Management	12	C
7	BAM09214	Project Design and Proposal Writing	12	C
		SEMESTER III		
1	BAM09313	Dissertation	45	C

Postgraduate Diploma in Project Management (PGDPM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	PMP54	Project ManagementPrinciples	12	C
2	PLC55	Project Leadership andCommunication	12	C
3	DMT56	Decision Making Techniques in Project Management	12	C
4	ELP57	Ethical & Legal Issues inProject Management	12	C
5	PAB09118	Research Methodology	12	C
6	BAP09311	Research Report	12	C
SEMESTER II				
1	PRM58	Project Risk Management	12	C
2	PPM59	Project Procurement &Contract Management	12	C
3	CAP60	Computer Application inProject Management	12	C
4	PQM61	Project Quality Management	12	C
5	PF62	Project Financing	12	C
6	RPR16	Research Project	12	C

Business Administration in Human Resources Management Programme Structure (NTA Level 4- 9)

Graduates can become business managers, operations managers, sales managers, business consultants, entrepreneurs, and project managers. For self-employment, they can start their own businesses, become business consultants, or work as independent project managers.

Master of Business Administration in Human Resource Management (MBA-HRM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAM09101	Advanced Research Methodology	12	C
2	BAM09107	Quantitative Techniques	15	C
3	BAM09104	Entrepreneurship and Business Management	12	C
4	BAM09108	Organization Theory and Management	12	C
5	ACM09108	Financial Management	12	F
6	BAM09110	Production andOperations	12	C
7	BAM09113	Strategic HumanResources Management.	12	C
SEMESTER II				
1	ITP09102	Management Information Systems	12	C
2	BAM09209	Business Law and Ethics	12	C
3	BAM09212	Managerial Economics	12	C
4	BAM09203	Employee Resourcing.	12	C
5	BAM09214	Industrial Relations and Labour Law	12	C
6	BAM09215	Human ResourcesDevelopment and Performance Appraisal	12	C
SEMESTER III				
1	BAM09313	Dissertation	45	C

Postgraduate Diploma in Human Resource Management (PGDHRM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAP09118	Research Methodology	12	F

2	ITP09103	Quantitative Techniques	12	C
3	BAP09112	Managerial Economics	12	C
4	ITP09102	Management Information Systems	12	C
5	BAP09107	Entrepreneurship & Business Ethics	12	C
6	ACP09101	Accounting for Managers	12	F
SEMESTER II				
1	BAP09111	Labour Law & Industrials Relations	12	C
2	BAP09113	Organization Behaviour	12	C
3	BAP09121	Strategic Management	12	F
4	BAP09102	Business Communication & Negotiation	12	C
5	BAP09110	Human Resource Management	12	C
SEMESTER I & II				
1	BAP09311	Research Report	12	C

Bachelor's Degree of Business Administration in Human Resource Management (BBA-HRM) – NTA Level 8

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAU08101	Strategic Management	12	C
2	BAU08111	Human Resource Training and Development	9	C
3	BAU08112	Human Resource Policy Development	9	C
4	BAU08115	Organizational Leadership	9	C
5	BAU08224	Business Ethics and Good Governance	12	C
SEMESTER II				
1	BAU08205	Managerial Economics	12	C
2	BAU08125	Research Project	12	C
3	BAU08104	Management Consultancy	12	C
4	BAU08206	Project Analysis and Management	12	C
5	BAU08209	Organization Behaviour	12	C
6	BAU08213	International HRM	9	C

Higher Diploma of Business Administration in Human Resource Management (HDBA-HRM) – NTA Level 7

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAU07102	Business Administration Techniques	12	C
2	BAU07103	Business Economics	9	C
3	BAU07104	Corporate Business Communication	9	C
4	BAU07114	Principles and Practices of Records Management	11	C
5	MTU07102	Advanced Business Mathematics	9	F
SEMESTER II				
1	BAU07204	Human Resources Management	12	C
2	BAU07207	Development Studies	9	F
3	BAU07215	Administrative Law and Ethics	9	C
4	BAU07419	Human Resource Information System	11	C
5	MTU07201	Statistical Analysis	9	F
SEMESTER III				
1	ACU07309	Financial Management Edent	12	F
2	BAU07208	Research Methodology	9	C

3	BAU07306	Domestic and International Entrepreneurship	12	C
4	BAU07316	Strategic Human Resources Management	11	C
5	BAU07317	Industrial and Organizational Psychology	9	C
SEMESTER IV				
1	BAU07318	Customer Service Management	9	F
2	BAU07409	Industrial Relation and Labour Law	15	C
3	BAU07412	Management Principles and practice	9	C
4	BAU07413	Negotiation Skills	15	C
5	ITU07408	Management Information System	9	C

Ordinary Diploma of Business Administration in Human Resource Management (DBA-HRM) – NTA Level 6

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAT06104	Principles of Development Studies	9	F
2	BAT06107	Human Resource Employment and Development	12	C
3	BAT06108	Human Resource Records and Audit	12	C
4	BAT06109	Principles and Practice of Management	11	C
5	BAT06110	Introduction to Public Administration	12	C
SEMESTER II				
1	ACT06205	Principles of Financial Management	12	F
2	BAT06206	Office Management	12	C
3	BAT06211	Human Resource Management Information System	9	F
4	BAT06212	Principles of Administrative Law	11	C
5	BAT06213	Human Resource Performance Management	12	C
6	BAT06215	Principles of Business Management	9	C

Technician Certificate of Business Administration in Human Resource Management (TCBA-HRM) – NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAT05102	Communication Skills	8	C
2	BAT05104	Principles of Human Resources Management	11	C
3	BAT05105	Principles of Organization Behaviour	12	C
4	BAT05109	Principles of Business Administration	9	C
5	BAT05203	Entrepreneurship and Small Business Management	11	C
6	ITT05109	Computer Applications in Business	8	F
7	MTT05101	Business Mathematics	12	F
SEMESTER II				
1	BAT05101	Office Practice and Records Management	10	C
2	BAT05205	Fundamentals of Strategic Human Resources Management.	10	C
3	BAT05206	Principles of Human Resources Training and Development	10	C
4	BAT05209	Principles of Human Resources Information System	10	C
5	BAT05211	Field Practice	11	C
6	BAT05226	Principles of Human Resources Performance and Appraisal Management	9	C

Basic Technician Certificate of Business Administration in Human Resource Management (BTCBA-HRM) – NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	BAT04103	Basics of Communication Skills	9	F
2	BAT04108	Basics of Human Resource Training & Planning	9	C
3	BAT04109	Fundamentals of Human Resources Management	9	C
4	BAT04204	Basics of Entrepreneurship	11	C
5	ITT04109	Fundamentals of Computer Application in Business	9	F
6	MTT04101	Elementary Mathematics	11	F
		SEMESTER II		
1	ACT04101	Book Keeping	9	F
2	BAT04203	Fundamentals of Economics	11	C
3	BAT04207	Basics of Office Practice and Records Management.	9	C
4	BAT04209	Basics of Legal Systems	9	C
5	BAT04221	Basics of Principles and Practice of Management	11	C
6	MKT04203	Basics of Customer Service and Relations	11	C

Business Administration in Records and Archives Management Programme Structure (NTA Level 4-8)

Graduates can work as records managers, archivists, information managers, document controllers, compliance officers, and data managers. Self-employment options include starting a consultancy in records and archives management or providing freelance information management services.

Bachelor's Degree of Business Administration in Records and Archives Management (BBA-RAM)- NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	BAU07215	Administrative Law and Ethics	9	C
2	BAU07318	Customer Service Management	11	C
3	BAU08118	Managing Public Sector Records	12	C
4	BAU08120	Disaster Management for Records and Information.	12	C
5	MTU07201	Statistical Analysis	9	F
		SEMESTER II		
1	BAU07207	Development Studies	9	F
2	BAU08125	Research Project	12	C
3	BAU08220	Principles and Practices of Personnel Records Management	11	C
4	BAU08221	Professional Ethics and Good Governance	11	C
5	ITU08219	Audio Visual Records Management	12	C
6	ITU08222	Managing Web Based and Social Media Records	12	C

Higher Diploma of Business Administration in Records and Archives Management (HDBA-RAM)- NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	BAU07104	Corporate Business Communication	9	F
2	BAU07114	Principles and Practices of Records Management	11	C
3	BAU07119	Principles and Practices of Archives Management	9	C
4	BAU07120	Diversity Management	9	C
5	BAU07121	Regulatory Framework in Records and Archives Management	9	C

6	ITU07122	Computer Application	11	C
		SEMESTER II		
1	BAU07204	Human Resources Management	12	C
2	BAU07223	Library and Documentation Management	9	C
3	BAU07224	Morals and Social Skills	9	F
4	BAU07225	Office Management and Administration	11	C
5	BAU07226	Principles and Practices of Financial Records Management	9	C
6	BAU07227	Project Management	9	C
7	BAU07216	Baseline Survey	7	C
		SEMESTER III		
1	BAU07109	Theories of Organisational Behaviour	9	C
2	BAU07306	Domestic and International Entrepreneurship	12	C
3	BAU07327	Records Management Systems and Procedures	9	C
4	BAU07328	Principles of Legal Records Management	9	C
5	BAU07329	Principles of Medical Records Management	9	C
		SEMESTER IV		
1	BAU07208	Research Methodology	9	F
2	BAU07412	Management Principles and practice	9	F
3	BAU07431	Preservation and Restoration of Information Materials	9	C
4	BAU07432	Principles of Land Records Management	9	C
5	ITU07404	Database Application and Management	11	C
6	ITU07408	Management Information System	9	C
7	ITU07430	Electronic Records Management	9	C

Ordinary Diploma of Business Administration in Records and Archives Management (DBA-RAM)- NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	ACT06121	Introduction to Financial Records Management	9	C
2	BAT06111	Records Management Policy, Legislation and Standards	11	C
3	BAT06116	Principles of Medical Records Keeping	11	C
4	BAT06117	Principles of Legal Records Keeping	11	C
5	BAT06118	Principles of Lands Records Keeping	11	C
6	BAT06120	Principles of Human Resources Management	8	F
		SEMESTER II		
1	BAT06104	Principles of Development Studies	8	F
2	BAT06206	Office Management	9	C
3	BAT06219	Baseline Survey Principles	9	C
4	BAT06220	Records Security and Disaster Management	11	C
5	BAT06222	Records Management Retention and Disposal Schedules	11	C
6	BAT06223	Electronic Records Management	11	C

Technician Certificate of Business Administration in Records and Archives Management (TCBA-RAM)- NTA Level 5

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAT05101	Office Practice and Records Management	11	F
2	BAT05102	Communication Skills	9	F
3	BAT05115	Principles of Records Management	9	C
4	BAT05117	Registry Procedures and Practices	9	C
5	ITT05109	Computer Applications in Business	9	F
6	MKT05204	Principles of Customer Service and Relation	10	F
7	MTT05101	Business Mathematics	12	F
SEMESTER II				
1	BAT05109	Principles of Business Administration	8	C
2	BAT05203	Entrepreneurship and Small Business Management	9	C
3	BAT05211	Field Practice	11	C
4	BAT05218	Records Centre Management	10	C
5	BAT05219	Records Management Systems	10	C
6	BAT05220	Principles of Archives Management	9	C
7	BAT05221	Preservation of Records and Archives Materials	9	C

Basic Technician Certificate of Business Administration in Records and Archives Management (BTCBA-RAM)- NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAT04103	Basics of Communication Skills	9	F
2	BAT04112	Basic Principles of Records Management	12	C
3	BAT04207	Basics of Office Practice and Records Management.	11	C
4	BAT04211	Basic Principles of Management	11	F
5	ITT04109	Fundamental of Computer Application in Business	11	F
6	MTT04101	Elementary Mathematics	11	F
SEMESTER II				
1	BAT04201	Basics of Registry Procedures	11	C
2	BAT04202	Basics of Archives Management	11	C
3	BAT04204	Basics of Entrepreneurship	11	F
4	BAT04209	Basics of Legal Systems	11	F
5	PST04102	Basic Storekeeping	9	F

Entrepreneurship and Innovation Programme Structure (NTA Level 4-8)

This program prepares graduates for roles such as entrepreneurs, innovation managers, business development managers, start-up consultants, venture capital analysts, and product managers. Self-employment opportunities include starting their own businesses, offering consultancy services to start-ups, or serving as innovation advisors.

Bachelor's Degree in Entrepreneurship and Innovation (BEI)-NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU08128	Financial Services and Lending	9	C
2	BAU08101	Strategic Management	12	C
3	BAU08105	Corporate Entrepreneurship	9	C

4	BAU08125	Research Project	12	C
5	BAU08204	Human Resources Management	12	C
6	PSU08107	Procurement Management Practices	9	F
SEMESTER II				
1	ACU08203	Financial Management Techniques	11	C
2	BAU08106	Business Planning and Environmental Analysis	12	C
3	BAU08211	Innovation and Intellectual Property Rights Management	12	C
4	BAU08225	Incubation and Entrepreneurial Venture Management	11	C
5	PSU08202	Supply Chain Management	11	F

Higher Diploma in Entrepreneurship and Innovation (HDEI)-NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAU07102	Business Administration Techniques	12	C
2	BAU07103	Business Economics	9	C
3	BAU07104	Corporate Business Communication	9	F
4	BAU07207	Development Studies	9	F
5	BAU07436	Theory and Practice Of Entrepreneurship	11	C
6	MTU07102	Advanced Business Mathematics	9	F
SEMESTER II				
1	BAU07214	Resource Mobilization and Business Financing	9	C
2	BAU07413	Negotiation Skills	15	C
3	ITU07408	Management Information System	9	F
4	MKU07412	Entrepreneurial Creativity and Innovation	11	C
5	MKU07413	Innovative Digital Marketing	9	C
SEMESTER III				
1	ACU07410	Business Taxation	9	C
2	BAU07208	Research Methodology	9	C
3	BAU07309	Business Law and Ethics	9	F
4	MKU07101	Advanced Marketing Management	12	C
5	MKU07427	Entrepreneurial Venture Creation	11	C
SEMESTER IV				
1	ACU07407	Investment and Risk Analysis	9	C
2	BAU07106	Business Environment Analysis	9	F
3	BAU07227	Project Management	9	C
4	MKU07409	Opportunity Sensing and Resource Mobilization	11	C
5	MKU07424	Branding Management in Entrepreneurship	9	C
6	MKU07425	Services Management in Entrepreneurship	9	C

Ordinary Diploma in Entrepreneurship and Innovation (DEI)-NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAT06102	Entrepreneurship and Business Growth	12	C
2	BAT06103	Business Communication	8	F
3	BAT06104	Principles of Development Studies	8	F
4	BAT06112	Innovation Management	12	C
5	MKT06109	Digital marketing	12	C

6	MKT06205	Brand Management	12	C
7	MTT06101	Business Mathematics and Statistics	8	F
SEMESTER II				
1	BAT06202	Business Plan Development	12	C
2	BAT06203	Project Work Attachment	7	C
3	BAT06206	Office Management	8	F
4	BAT06221	Principles of Creative Thinking and Problem Solving	12	C
5	ITT06213	Information and Communication Technology	9	F

Technician Certificate in Entrepreneurship and Innovation (TCEI)-NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT05102	Entrepreneurial Finance Management	12	C
2	BAT05102	Communication Skills	8	F
3	BAT05103	Business Law	8	F
4	BAT05110	Principles of innovation management	12	C
5	ITT05109	Computer Applications in Business	9	F
6	MKT05203	Introduction to marketing Research	9	F
SEMESTER II				
1	BAT05202	Principles of Economics	9	F
2	BAT05203	Entrepreneurship and Small Business Management	12	C
3	BAT05211	Field Practice	10	C
4	BAT05227	Principles of design management	12	C
5	MKT05101	Principles of Marketing	10	C
6	MKT05204	Principles of Customer Service and Relation	9	C

Basic Technician Certificate in Entrepreneurship and Innovation (TCEI)-NTA Level 4

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT04101	Book Keeping	8	F
2	BAT04102	Principles of Commerce	8	F
3	BAT04103	Basics of Communication Skills	8	F
4	BAT04114	Essentials of Innovation	12	C
5	ITT04109	Fundamental of Computer Application in Business	9	F
6	MKT04101	Elements of Marketing	12	C
7	MTT04101	Elementary Mathematics	8	F
SEMESTER II				
1	BAT04203	Fundamentals of Economics	11	C
2	BAT04204	Basics of Entrepreneurship	12	C
3	BAT04209	Basics of Legal Systems	8	F
4	BAT04217	Fundamentals of Creative Thinking and Problem Solving	12	C
5	BAT04219	Entrepreneurship Skills for New Ventures	12	C

PROGRAMMES HOSTED BY THE DEPARTMENT OF EDUCATION

Business Education with Studies Programme Structure (NTA Level 7-8)

Graduates can become business studies teachers, curriculum developers, educational administrators, corporate trainers, education consultants, and vocational instructors. Self-employment opportunities include starting private tutoring businesses, educational consultancy firms, or training centers.

Bachelor's Degree in Business Studies with Education (BBSE) – NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	EDU08101	Professionalism and Ethics inEducation	9	C
2	EDU08102	Career and Occupational Counselling	11	F
3	BAU08105	Corporate Entrepreneurship	11	C
4	BAU08204	Human Resources Management	9	F
5	ACU07205	Auditing	9	C
6	ACU07309	Financial Management	11	C
		SEMESTER II		
1	EDU08103	Management and administration ineducation	9	C
2	ACU08209	Commercial Education	9	C
3	BAU08211	Economics of Education	9	C
4	EDU08104	Sociology of Education	9	C
5	EDU08105	Special and Inclusive Education	6	F

Higher Diploma in Business Studies with Education (HDBSE) – NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	EDU07101	Principles and Practice of Education	12	C
2	ACU07110	Introduction to Business Studies	9	C
3	BAU07104	Corporate BusinessCommunication	9	F
4	ACU07101	Principles of Financial Accounting	12	F
5	MTU07102	Advanced BusinessMathematics	11	F
6	EDU07102	Philosophy of Education	9	C

		SEMESTER II		
1	BAU07210	Micro Economics	9	C
2	SMU07210	Computer Applications in Education	9	C
3	EDU07203	Introduction toEducational Psychology	9	C
4	SMU07103	Advanced Development Studies	6	C
5	EDU07204	Introduction to Teaching Methods and Practice	10	C
6	EDU07201	Teaching Practices	15	C
		SEMESTER III		
1	EDU07107	Educational Media and Technology	12	C
2	BAU07311	Macro Economics	9	C
3	ACU07311	IntermediateAccounting	9	C
4	MKU07305	Advanced Marketing Management	12	F
5	BAU07208	Research Methodology	12	C
6	BAU07306	Domestic andInternational Entrepreneurship	12	C
		SEMESTER IV		
1	ACU07207	Advanced Financial Accounting	9	C
2	MTU07201	Statistical Analysis	8	F
3	EDU07208	Measurement and Evaluation inEducation	9	C
4	BAU08205	Managerial Economics	11	C
5	ACU07307	Cost Accounting	9	C
6	EDU07106	Curriculum Development and Teaching Practice	10	C
7	EDU07202	Teaching Practice II	15	C

PROGRAMMES HOSTED BY THE DEPARTMENT OF ICT AND MATHEMATICS

nformation Technology Programme Structure (NTA Level 4-10)

Career paths for the Information Technology programme include IT managers, network administrators, systems analysts, software developers, cybersecurity specialists, and IT support specialists. Moreover, the graduates can employ themselves by providing IT consultancy services such as software development, IT support and cybersecurity services. For the case of IT in Project Management graduates can work as IT project managers, program managers, IT consultants, project coordinators, systems integration managers, and information systems managers. While those pursuing Business Informatics their career opportunities include business intelligence analysts, data scientists, information systems managers, business analysts, IT consultants, and data managers.

PhD in ICT – NTA Level 10

The programme runs for four years based on thesis.

Master's Degree in Information and Communication Technology for Development (MICT4D) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ITM09130	Understanding ICT for Development	12	C
2	ITM09131	Human-Computer Interaction	12	C
3	BAM09105	Social, Legal and Ethical Issues in ICT	15	C
4	ITM09132	Decision Support Systems for Sustainable Development	15	C
5	BAM09101	Research Methodology	15	F
SEMESTER II				
1	ITM09225	Enterprise Resource Planning Systems	12	12
2	ITM09233	ICT and Development in Developing Countries	12	12
3	ITM09235	Digital Project Management	15	15

4	ITM09234	Case Studies of ICT4D Projects	12	12
5	ITM09228	Digital Entrepreneurship and Innovations	12	12
SEMESTER III				
1	ITM09301	Dissertation	60	C

Master's Degree in Information Technology in Project Management (MITPM) – NTA Level 9

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAM09118	IT Project Management Tools and Techniques	15	C
2	ACM09119	IT Project Financial Management	12	F
3	ITM09119	Information Security Management	15	C
4	ITM09118	Technology and Innovation Management	12	C
5	BAM09119	IT Research Methodology	15	F
SEMESTER II				
1	ITM09221	Data Science	15	C
2	BAM09222	IT Project Leadership and Communication	12	C
3	PSM09220	Project Procurement Management	12	F
4	ITM09214	Best Practices in IT Governance	12	C
5	ITM09223	IS Project Management	15	C
SEMESTER III				
1	ITM09301	Dissertation	60	C

Master of Business Informatics (MBI) – NTA Level 9

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAM09117	Project Management Tools and Techniques	15	F
2	BAM09122	Strategic Corporate Management	09	F
3	ITM09126	Data and Information Management Techniques	15	C
4	ITM09105	Information Security Management	15	C
5	ITM09118	Information Systems Analysis, Modelling, and Design	12	C
6	BAM09101	Research Methodology	15	C
SEMESTER II				
1	ITM09222	Big Data Analytics	15	C
2	BAM09221	Project Leadership and Communication	12	F
3	ITM09225	Enterprise Resource Planning Systems	12	C
4	ITM09228	Digital Entrepreneurship and Innovations	12	C
5	ITM09127	E-Business Strategies	12	C
SEMESTER III				
1	ITM09301	Dissertation	60	C

Bachelor's Degree in Information Technology (BIT) – NTA Level 8

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ITU08106	Distributed Systems	11	C
2	ITU08107	Software Engineering	12	C
3	ITU08108	Database Management	11	C
4	ITU08109	Wireless Networks	12	C
5	ITU08110	IT Security Management	11	C

		SEMESTER II		
1	ITU08206	E-Business Management	C	10
2	ITU08207	Project Management	C	10
3	ITU08208	Data Mining and Warehousing	C	12
4	BAU08207	Organizational Behaviour	F	11
5	ITU08209	Final Year Project	C	20

Higher Diploma in Information Technology (HDIT) – NTA Level 7

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAU07104	Corporate Business Communication	9	F
2	ITU07111	Computer Architecture	12	C
3	ITU07112	Programming in C	12	C
4	ITU07110	Database Essentials	9	C
5	MTU07101	Discrete Mathematics	12	F
6	BAU07105	Career management and Professional Development	6	F
		SEMESTER II		
1	BAU07229	Theories and Practices of Development Studies	6	F
2	ITU07202	Website Design and Administration	9	C
3	ITU07209	Computer Networks Administration	9	C
4	ITU07216	Operating Systems	12	C
5	ITU07217	Object Oriented Programming in C++	12	C
6	MTU07202	Business Statistical analysis	8	F
7	ITU07210	Field Practice in Information Technology	10	C
		SEMESTER III		
1	ITU07307	Database Management and Administration	9	C
2	ITU07311	Multimedia Systems	12	C
3	ITU07312	Programming in Java	12	C
4	ITU07313	Data Structures and Algorithms	12	C
5	ITU07314	Mobile Computing	12	F
6	BAU07313	Entrepreneurship and Innovation	6	F
		SEMESTER IV		
1	ITU07413	Computer Graphics Design	9	C
2	ITU07406	Internet and Web Systems Development	9	C
3	ITU07409	Computer Systems Administration	9	C
4	BAU07415	Management Principles and Leadership	6	F
5	BAU07414	Business Research Methodology	8	F
6	ITU07410	Practical Training in Information Technology	10	C

Ordinary Diploma in Information Technology (DIT) – NTA Level 6

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAT06103	Business Communication	9	F
2	ITT06109	Network Administration Fundamentals	12	C
3	ITT06110	Mobile Applications Programming	12	C
4	ITT06111	Visual Programming Fundamentals	12	C
5	ITT06108	Basics of Web Applications Development	12	C
6	BAT06106	Leadership and Management	11	F

		SEMESTER II		
1	ITT06201	Business Information Systems Management	10	C
2	ITT06202	IT Security Fundamentals	10	C
3	ITT06203	Professional Ethics in Computing	10	C
4	ITT06212	Basics of Software Engineering	10	C
5	ITT06215	Capstone Project	12	C

Technician Certificate in Information Technology (TCIT) – NTA Level 5

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAT05214	Principles of Entrepreneurship and Innovation	9	F
2	MTT05102	Basic Discrete Mathematics	12	C
3	ITT05112	Fundamentals of Computer Architecture	9	C
4	ITT05113	Computer Maintenance Practices	8	C
5	BAT05102	Communication Skills	8	F
6	BAT05112	Career Planning and Management	6	F
		SEMESTER II		
1	ITT05201	Fundamentals of Database Management System	8	C
2	ITT05205	Computer Network Fundamentals	8	C
3	ITT05202	Multimedia Fundamentals	8	C
4	ITT05203	Principles of Object-Oriented Programming Using Java	8	C
5	ITT05214	Website Development	12	C
6	ITT05204	Field Work in IT	12	C

Basic Technician Certificate in Information Technology (BTCIT) – NTA Level 4

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	ITT04102	Basics of Computer Networks	12	C
2	ITT04106	Computer Fundamentals	10	C
3	MTT04102	Basic Computing Mathematics	12	F
4	ITT04107	Programming Principles	12	C
5	BAT04103	Basics of Communication Skills	9	F
6	BAT04115	Personal Development and Career Planning	6	F
		SEMESTER II		
1	BAT04204	Basics of Entrepreneurship	11	F
2	ITT04202	Database Essentials	12	C
3	ITT04203	Basics of Graphics Design	14	C
4	ITT04204	Web Design Essentials	12	C
5	ITT04205	Basics of Computer Applications	10	C

PROGRAMMES HOSTED BY THE DEPARTMENT OF MARKETING

Marketing Programme Structure (NTA Level 4-9)

Graduates can pursue careers as marketing managers, brand managers, market research analysts, sales managers, advertising managers, and public relations specialists. Self-employment opportunities include starting marketing consultancy firms, advertising agencies, or working as freelance market researchers

Master of Business Administration in Marketing Management (MBA-MM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I
SN	Module Code	Module Name	Credit Value	Classification
1	BAM09101	Advanced Research Methodology	12	C
2	BAM09107	Quantitative techniques	15	C
3	BAM09104	Entrepreneurship and Business Management	12	C
4	BAM09108	Organization Theoryand Management	12	C
5	ACM09108	Financial Management.	12	C
6	BAM09110	Production and Operations	12	C
7	MKM09106	Advanced Marketing Management	12	C
SEMESTER II
1	ITP09102	Management Information Systems	12	C
2	BAM09209	Business Law and Ethics	12	C
3	BAM09212	Managerial Economics	12	C
4	MKM09208	International Marketing in Global Environment	12	C
5	MKM09211	Marketing Research	12	C
6	MKM09212	Marketing of Services	12	C
SEMESTER III
1	BAM09313	Dissertation	45	C

Postgraduate Diploma in Marketing Management (PGDMM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I
SN	Module Code	Module Name	Credit Value	Classification
1	BAP09118	Research Methodology	12	C
2	ITP09103	Quantitative Techniques	12	C

3	ITP09102	Management InformationSystems	12	C
4	BAP09107	Entrepreneurship &Business Ethics	12	C
5	BAP09112	Managerial Economics	12	C
6	ACP09101	Accounting for Managers	12	C
SEMESTER II				
1	MKP09203	Marketing Management	12	C
2	MKP09202	International Marketing	12	C
3	BAP09102	Communication &Negotiation	12	C
4	MKP09201	Consumer Behaviour	12	C
5	MKP09205	Product & BrandManagement	12	C
6	MKP09204	Marketing Research	12	C
SEMESTER I & II				
1	BAP09311	Research Report	`12	C

Bachelor's Degree in Marketing (BMK) – NTA Level 8

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	MKU08101	International Marketing	12	C
2	MKU08102	Integrated Marketing Communications	12	C
3	MKU08103	Marketing of Services	13	C
4	MKU08104	Production andOperations Management	12	C
5	BAU07204	Human Resource Management	12	C
SEMESTER II				
1	MKU08201	Product Decisions	12	C
2	MKU08202	Strategic Marketing	12	C
3	MKU08208	Customer Relationship Management	12	C
4	PSU08202	Supply ChainManagement	11	C
5	MKU08203	Pricing Decisions	12	C
6	ACU08202	International Finance	12	F

Higher Diploma in Marketing (HDMK) – NTA Level 7

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAU07104	Corporate Business Communication	9	C
2	BAU07102	Business Administration Techniques	12	C
3	BAU07103	Business Economics	12	C
4	MKU07107	Principles of Marketing Management	8	C
5	ITU07105	Computer Applications and Information Literacy	8	F
6	MTU07102	Advanced Business Mathematics	12	F
SEMESTER II				
1	BAU07218	Electronic Business Application	12	C
2	MKU07206	Strategic Brand Management	8	C
3	MKU07217	Field Practice in Marketing	12	C
4	ACU07208	Accounting for Managers	11	F
5	BAU07204	Human Resource Management	12	F
6	BAU07207	Development Studies	12	F
7	MTU07201	Statistical Analysis	12	F

		SEMESTER III		
1	BAU07313	Entrepreneurship and Innovation	8	C
2	MKU07303	Electronic Marketing	12	C
3	ACU07309	Financial Management	11	F
4	BAU07309	Business Law & Ethics	9	F
5	BAU07301	Operations Research	12	F
		SEMESTER IV		
1	MKU07418	Practical Training in Marketing	12	C
2	MKU07401	Sales and Distribution Management	12	C
3	MKU07402	Consumer Behaviour	11	C
4	MKU07403	Marketing Research	12	C
5	BAU07415	Management Principles and Leadership	8	C
6	BAU07416	Negotiation Techniques	6	F
7	ITU07408	Management Information System	12	F

Ordinary Diploma in Marketing (DMK) – NTA Level 6

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAT06105	Professional Ethics	8	C
2	BAT06106	Leadership and Management	11	C
3	BAT06103	Business Communication	9	C
4	MTT06101	Business Mathematics and Statistics	12	F
5	MKT06108	Digital Marketing Communications	11	C
6	MKT06101	Marketing Management	12	C
		SEMESTER II		
1	ACT06205	Principles of Financial Management	12	F
2	BAT06206	Office Management	12	F
3	MKT06204	Principles of Operations Management	9	C
4	MKT06205	Brand Management	12	C
5	MKT06203	Sales Management	12	C

Technician Certificate in Marketing (TCMK) – NTA Level 5

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAT05103	Business Law	12	F
2	MTT05101	Business Mathematics	9	F
3	BAT05102	Communication Skills	8	C
4	ITT05111	Computer Application and Information Literacy in Business	6	F
5	BAT05112	Career Planning and Management	6	F
6	MKT05101	Principles of Marketing	12	C
7	BAT05101	Office Practice and Records Management	11	F
		SEMESTER II		
1	BAT05202	Principles of Economics	11	F
2	BAT05214	Principles of Entrepreneurship and Innovation	9	C
3	MKT05210	Field Work in Marketing	12	C
4	MKT05206	Customer Service Principles	8	C
5	MKT05214	Principles of Marketing Research	8	C
6	MKT05215	Retail Marketing Principles	8	C

Basic Technician Certificate in Marketing (BTCMK) – NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	ACT04101	Book Keeping	12	F
2	BAT04103	Basics of Communication Skills	9	C
3	BAT04107	Essentials of Commerce	9	C
4	ITT04115	Basics of Computer Applications and Information Literacy	6	F
5	MKT04101	Element of Marketing	12	C
6	MTT04104	Elementary Business Mathematics	6	F
7	BAT04115	Personal Development and Career Planning	6	F
		SEMESTER II		
1	BAT04204	Basics of Entrepreneurship	11	C
2	BAT04213	Elements of Business Law	6	F
3	BAT04215	Fundamentals of Office Practice and Record Management	11	F
4	BAT04203	Fundamentals of Economics	12	F
5	MKT04211	Elements of Customer Service and Relations	6	C
6	MKT04202	Basics of Salesmanship	14	C

Digital Marketing Programe Structure (NTA Level 4-6)

Career paths include digital marketing managers, social media strategists, SEO specialists, content marketing managers, email marketing managers, and e-commerce specialists. Self-employment options include starting a digital marketing agency, providing freelance SEO services, or becoming a social media consultant.

Ordinary Diploma in Digital Marketing (DDM) – NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	BAT06102	Entrepreneurship and Business Growth	12	C
2	BAT06104	Principles of Development Studies	11	F
3	MKT06101	Marketing Management	12	C
4	MKT06108	Digital marketing Communications	11	C
5	MTT06101	Business Mathematics and Statistics	11	F
		SEMESTER II		
1	ACT06205	Principles of Financial Management	12	F
2	BAT06206	Office Management	12	F
3	ITT06213	Information and Communication Technology	12	F
4	MKT06205	Brand Management	12	C
5	MKT06206	Marketing and Sales Automation	15	C
6	MKT06208	Digital Advertising	9	C

Technician Certificate in Digital Marketing (TCDM) – NTA Level 5

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	BAT05108	Business Law and Ethics in a Digital Age	9	F
2	ITT05109	Computer Applications in Business	9	F
3	MKT05101	Principles of Marketing	12	C
4	MKT05107	Digital Marketing principles	7	C
5	MKT05108	Principles of advertising	8	C
6	MTT05101	Business Mathematics	12	F

		SEMESTER II		
1	BAT05203	Entrepreneurship and Small Business Management	10	C
2	MKT05203	Introduction to Marketing Research	10	C
3	MKT05204	Principles of Customer Service and Relation	10	C
4	MKT05209	Principles of communication and public relations	7	F
5	MKT05211	Field practice	10	C
6	MKT05212	Web Design for Digital Marketing	9	C
7	MKT05213	Social media marketing	7	C

Basic Technician Certificate in Digital Marketing (BTCDM) – NTA Level 4

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAT04103	Basics of Communication Skills	12	F
2	ITT04109	Fundamentals of Computer Application in Business	9	F
3	MKT04101	Elements of Marketing	11	C
4	MKT04104	Elements of Public Relations	12	C
5	MKT04106	Basics of Digital Marketing	9	C
6	MTT04101	Elementary Mathematics	10	F
		SEMESTER II		
1	BAT04204	Basics of Entrepreneurship	11	C
2	MKT04203	Basics of Customer Service and Relations	12	C
3	MKT04205	Fundamentals of E-Commerce	11	C
4	MKT04207	Basics of Social Media Marketing	10	C
5	MKT04208	Fundamentals of Mobile Marketing	12	C

Marketing in Tourism and Events Management Programme Structure (NTA Level 4-8)

Graduates can work as event managers, tourism marketing managers, destination marketing specialists, travel consultants, event coordinators, and hospitality managers. Self-employment opportunities include starting event planning businesses, tourism marketing consultancies, or offering freelance travel consultancy services.

Bachelor's Degree of Marketing in Tourism and Events Management (BMK-TEM) - NTA Level 8

		SEMESTER I		
SN	Module Code	Module Name	Credit Value	Classification
1	BAU07204	Human Resources Management	12	F
2	MKU08101	International Marketing	12	C
3	MKU08102	Integrated Marketing Communication	12	C
4	MKU08103	Marketing of Services	13	C
5	MKU08111	Strategic Brand Management in Tourism	9	C
6	MKU08114	Resource Mobilisation and Fundraising Principles	8	C
7	MKU08116	Travel Agency and Tour Operations Management	8	F
		SEMESTER II		
1	BAU08125	Research Project	12	F
2	MKU08203	Pricing Decisions	12	C
3	MKU08209	Corporate Reputation Management	11	C
4	MKU08210	Sustainable Tourism and Environmental Management	9	C
5	MKU08212	International Tourism Management	9	C
6	MKU08215	Event Tourism	8	C

Higher Diploma of Marketing in Tourism and Events Management (HDMK-TEM) - NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAU07103	Business Economics	9	F
2	BAU07116	Business Communication and Public Relations	8	F
3	MKU07109	Strategic Marketing Management in Tourism	8	C
4	MKU07114	Strategic Management in Tourism and Hospitality	12	C
5	MTU07102	Advanced Business Mathematics	9	F
SEMESTER II				
1	ACU07208	Accounting for Managers	11	F
2	BAU07207	Development Studies	9	F
3	BAU07208	Research Methodology	9	F
4	MKU07210	Business Event Management and Protocol	9	C
5	MKU07411	FIELD ATTACHMENT	12	C
6	MTU07201	Statistical Analysis	9	F
SEMESTER III				
1	ACU07309	Financial Management	12	F
2	BAU07309	Business Law and Ethics	9	F
3	BAU07334	Essentials of Foreign Languages and Cultures	8	C
4	MKU07303	Electronic Marketing	12	C
5	MKU07315	Customer Relationship and Services Management	9	C
6	MKU07316	Sports and Entertainment Marketing	9	C
7	MKU07403	Marketing Research	12	C
8	MTU07301	Operations Research	9	F
SEMESTER IV				
1	BAU07227	Project Management	9	F
2	BAU07412	Management Principles and Practice	9	C
3	ITU07401	Multimedia Systems and Applications	9	F
4	ITU07408	Management Information System	9	F
5	MKU07426	Consumer Behaviour in Tourism	8	C
6	MKU07427	Entrepreneurial Venture Creation	11	C

Ordinary Diploma of Marketing in Tourism and Events Management (DMK-TEM)-NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	BAT06102	Entrepreneurship and Business Growth	12	C
2	BAT06103	Business Communication	9	F
3	BAT06104	Principles of Development Studies	9	F
4	MKT06105	Innovation and New Product Development in Tourism	12	C
5	MKT06107	Events Management	12	C
6	MTT06101	Business Mathematics and Statistics	9	F
SEMESTER II				
1	ACT06205	Principles of Financial Management	9	F
2	BAT06206	Office Management	12	C
3	ITT06213	Information and Communication Technology	12	F
4	MKT06203	Sales Management	12	C
5	MKT06207	Hospitality Operations Management	12	C

Technician Certificate of Marketing in Tourism and Events Management (TCMK-TEM)-NTA Level 5

SN	Module Code	Module Name	Credit Value	Classification
**SEMESTER I**				
1	BAT05102	Communication Skills	9	F-9
2	BAT05106	Business law and ethics for tourism	9	F-9
3	ITT05109	Computer Applications in Business	9	F-9
4	MKT05101	Principles of Marketing	12	C-12
5	MKT05106	Principles and practices of event management	8	C-8
6	MTT05101	Business Mathematics	12	F-12
**SEMESTER II**				
1	BAT05203	Entrepreneurship and Small Business Management	9	C-9
2	BAT05222	Foreign languages skills for tourism	10	C-10
3	MKT05203	Introduction to marketing Research	10	C-10
4	MKT05204	Principles of Customer Service and Relation	10	C-10
5	MKT05207	Tourism Marketing	7	C-7
6	MKT05208	Essentials of Tourism operations	7	C-7
7	MKT05211	Field practice	11	C-11

Basic Technician Certificate of Marketing in Tourism and Events Management (BTCMK-TEM)-NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
**SEMESTER I**				
1	BAT04116	Communication Skills & English for Tourism	12	F
2	ITT04109	Fundamental of Computer Application in Business	9	F
3	MKT04101	Elements of Marketing	12	C
4	MKT04105	Basics of Tourism	11	C
5	MTT04101	Elementary Mathematics	9	F
**SEMESTER II**				
1	BAT04218	Entrepreneurship & Tourism Enterprise Development	12	C
2	BAT04220	Fundamentals of Tourism Economics	9	C
3	MKT04203	Basics of Customer Service and Relations	12	C
4	MKT04210	Basics of Events Marketing	9	C
5	MKT04206	Basics of Tourism Marketing	11	C
6	MKT04212	Field practice	12	C
7	MKT04209	Introduction to Travel & Tour Operations	9	C

PROGRAMMES HOSTED BY THE DEPARTMENT OF LEGAL AND INDUSTRIAL METROLOGY

Metrology and Standardization Programme Structure (NTA Level 4-9)

Graduates can become quality assurance managers, calibration technicians, metrologists, standards officers, compliance officers, and laboratory managers. Self-employment opportunities include starting calibration and quality assurance consultancies or providing freelance metrology services.

Postgraduate Diploma in Metrology and Standardization (PGDMET) - NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	LMP09101	Control for Prepackage	12	C
2	LMP09104	Measuring Instruments I	12	C
3	LMP09103	Industrial Management	12	F
4	LMP09107	Quantitative Technical	12	F
5	LMP09106	Metrology Law	12	C
6	BAP09118	Research Methodology	12	F
		SEMESTER II		
1	LMP09108	Standardization	12	C
2	BAP09107	Entrepreneurship	12	C
3	LMP09102	Industrial & ScientificMetrology	12	C
4	LMP09109	Total Quality Assurance	12	C
5	LMP09105	Measuring Instruments II	12	C
		SEMESTER I & II		
1	BAP09311	Research Report	12	C

Bachelor's Degree in Metrology and Standardization (BMET) - NTA Level 8

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	LMU08102	Digital Control Systems	12	C
2	LMU08104	Total Quality Management	12	C

3	LMU08105	Image Processing and Computer Vision	12	C
4	LMU08106	Industrial Organization and Management	12	C
5	LMU08101	Electronic MeasuringSystems and PLC	12	C
6	BAU07208	Research Methodology	12	F
		SEMESTER II		
1	LMU08202	Legal Measuring Technology	12	C
2	LMU08204	Legal Weighing Technology	12	C
3	LMU08205	Digital Signal Processing	12	C
4	BAU08110	Research Methodology	12	F
5	ITU07408	Management InformationSystem	12	F
6	LMU08209	Field Work III	12	C

Higher Diploma in Metrology and Standardization (HDMET) – NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	LMU07101	Advanced Engineering Science	12	C
2	LMU07106	Calculus	6	C
3	ITU07112	Programming in C	6	C
4	ITU07105	Computer Applications and Information Literacy	6	F
5	BAU07103	Business Economics	12	F
6	BAU07104	Corporate Business Communication	9	F
		SEMESTER II		
1	LMU07203	Workshop Technology and Practices	12	C
2	LMU07204	Advanced Engineering Drawing	12	C
3	LMU07205	Metrology Law	9	C
4	LMU07206	Analog and Digital electronics	12	C
5	LMU07210	Differential Equations and Transforms	6	C
6	BAU07207	Development Studies	12	F
7	LMU07208	Field Practice in Metrology	12	C
		SEMESTER III		
1	LMU07321	Statistical Analysis and Quality Control	8	C
2	LMU07309	Metrology and Instrumentation	12	C
3	LMU07318	Industrial Flow Measurement	8	C
4	LMU07320	Matrices and MATLAB	8	C
5	MTU07301	Operations Research	12	F
6	LMU07319	Industrial Mass Metrology	9	C
		SEMESTER IV		
1	LMU07410	Optical Metrology	8	C
2	LMU07412	manufacturing Systems	8	C
3	LMU07439	Industrial Measuring Technology	9	C
4	LMU07415	Standardization	8	C
5	LMU07418	Practical Training in Metrology	12	C
6	BAU07415	Management Principles and Leadership	8	F
7	BAU07414	Business Research Methodology	8	F

Ordinary Diploma in Metrology and Standardization (DMET) – NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	LMT06102	Engineering Mathematics and Statistics	12	C

2	LMT06103	Fundamentals of Standardization	9	C
3	BAT06105	Professional Ethics	8	F
4	BAT06106	Leadership and Management	11	F
5	BAT06103	Business Communication	9	F
SEMESTER II				
1	LMT06212	Field Study in Metrology	12	C
2	LMT06204	Fundamental of Quality Control	12	C
3	LMT06215	Measurement Calibration	11	C
4	LMT06206	Fundamentals of Measuring Technology	12	C
5	LMT06205	Pre-package Control	12	C
6	LMT06214	Principles of Optical Metrology	12	C

Technician Certificate in Metrology and Standardization (TCMET) – NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	LMT05104	Fundamentals of Analogue and digital electronics	12	C
2	LMT05103	Engineering Mathematics	12	C
3	LMT05109	Principles of Measuring Technology	6	C
4	ITT05111	Computer Application and Information Literacy in Business	6	F
5	BAT05112	Career Planning and Management	6	F
6	LMT05108	Principles of Mass Metrology	6	C
7	BAT05102	Communication Skills	8	F
SEMESTER II				
1	LMT05209	Basic Law on Metrology	6	C
2	LMT05210	Principles of Flow Measurement	6	C
3	BAT05214	Principles of Entrepreneurship and Innovation	9	F
4	LMT05213	Fundamentals of Engineering Science	9	C
5	LMT05212	Field Study in Metrology	12	C
6	LMT05206	Workshop Technology	12	C
7	LMT05205	Technical Drawing	12	C

Basic Technician Certificate in Metrology and Standardization (BTCMET) – NTA Level 4

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	LMT04102	Basic Engineering Mathematics	12	C
2	LMT04103	Basic Engineering Science	12	C
3	BAT04103	Basics of Communication Skills	9	F
4	LMT04104	Fundamentals of Metrology	12	C
5	ITT04115	Basic Computer Application and Information Literacy	6	F
6	BAT04115	Personal Development and Career Planning	6	F
SEMESTER II				
1	LMT04211	Basics of Measuring Technology	9	C
2	LMT04207	Field work	10	C
3	LMT04212	Elements of Digital and Analogue Electronics	9	C
4	LMT04209	Elements of Maa Measurement	6	C
5	BAT04204	Basics of Entrepreneurship	11	F
6	BAT04203	Fundamentals of Economics	12	F
7	LMT04210	Basics of Weights and Measures Law	6	C

PROGRAMMES HOSTED BY THE DEPARTMENT OF PROCUREMENT AND SUPPLIES MANAGEMENT
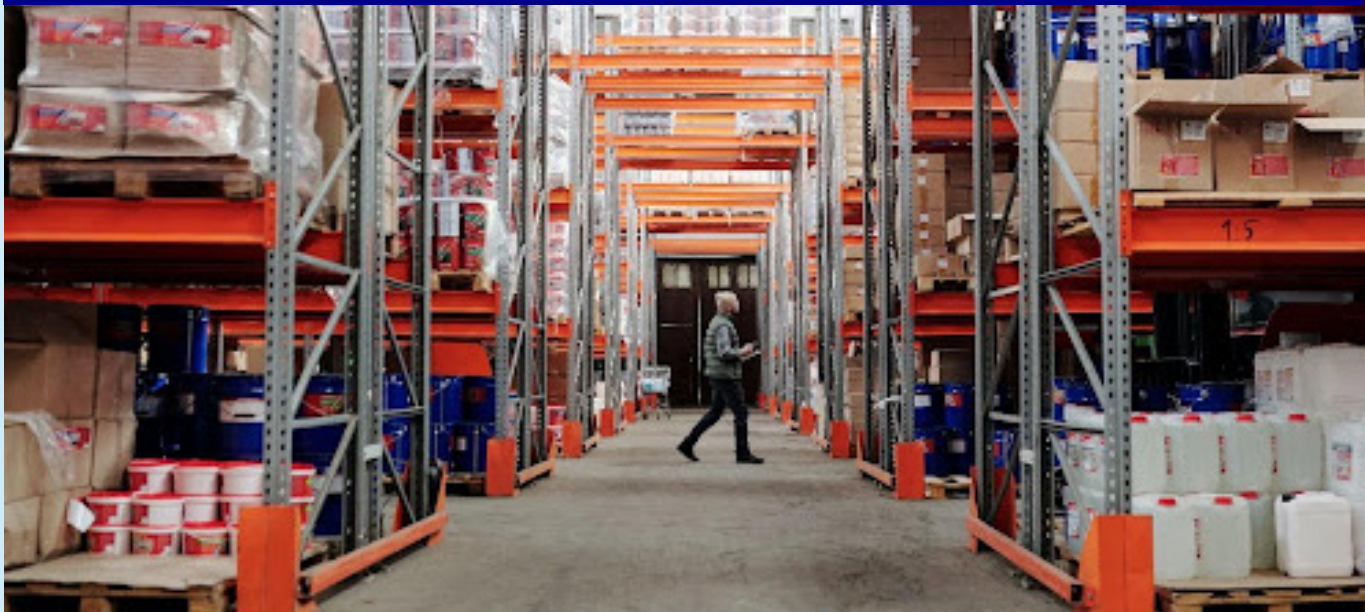
Procurement and Supply Chain Management Programme Structure (NTA Level 4-9)

Career paths include procurement managers, supply chain managers, purchasing officers, inventory managers, logistics coordinators, and contract managers. Self-employment options include starting procurement consultancy services, logistics companies, or offering freelance supply chain management services.

Master's Degree in Procurement and Supply Chain Management (MPSCM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
		**SEMESTER I**		
1	BAM09101	Advanced Research Methodology	12	F
2	PSM09109	Procurement and Supply Chain Management	12	C
3	PSM09108	Sustainable Public Procurement Management	12	C
4	PSM09110	Supply Chain Risk Management	12	C
5	PSM09111	International Procurement Negotiation	12	C
		SEMESTER II		
1	BAM09227	Corporate Business Law	12	F
2	PSM09209	E-Procurement	12	C
3	PSM09216	Procurement Project and Contract Management	12	C
4	PSM09214	Strategic Inventory Management	12	C
5	PSM09215	Supply Chain Audit and Assurance	12	C
		SEMESTER III		
1	PSM09217	Dissertation for Supply Chain Management	60	C

Postgraduate Diploma in Procurement and Supplies Management (PGDPSCM) – NTA Level 9

SN	Module Code	Module Name	Credit Value	Classification
		SEMESTER I		
1	PSP09110	Warehouse OperationsManagement	12	C

2	PSP09108	Strategic Procurement	12	C
3	BAP09104	Business Research	12	F
4	PSP09107	Public Procurement	12	C
5	PSP9104	Inventory Management	12	C
6	PSP9103	International Procurement	12	C
SEMESTER II				
1	PSP09109	Strategic Supply ChainManagement	12	C
2	PSP09105	Procurement andSupply Audit	12	C
3	BAP09117	Production Operations Management	12	C
4	PSP09106	Project and ContractManagement	12	C
5	PSP09102	E-Procurement and E-Supply Chain Management	12	C
SEMESTER I & II				
1	BAP09311	Research Report	12	c

Bachelor's Degree in Procurement and Supply Chain Management (BPSCM) – NTA Level 8

SEMESTER I				
SN	**Module Code**	**Module Name**	**Credit Value**	**Classification**
1	PSU08101	Clearing and Forwarding	11	C
2	BAU08207	Business Ethics and Social Responsibility	11	F
3	MKU08104	Production andOperations Management	12	F
4	PSU08103	Strategic Procurement	11	C
5	PSU08104	E-Procurement & Networking	11	C
6	MKU07105	Advanced Marketing Management	12	F
SEMESTER II				
1	PSU08201	Procurement and Supplies Audit	11	C
2	PSU08202	Supply Chain Management	11	C
3	PSU08203	ProcurementContracts Management	11	C
4	PSU08204	InternationalProcurement Management	11	C
5	PSU08205	Consultancy and Case study	11	C
6	PSU08102	Logistics Management	11	C

Higher Diploma in Procurement and Supply Chain Management (HDPSCM) – NTA Level 7

SEMESTER I				
SN	**Module Code**	**Module Name**	**Credit Value**	**Classification**
1	BAU07104	Corporate Business Communication	9	F
2	BAU07103	Business Economics	12	F
3	ITU07105	Computer Applications and Information Literacy	6	F
4	MTU07102	Advanced Business Mathematics	12	F
5	MKU07107	Principles of Marketing management	8	F
6	PSU07101	Procurement management	12	C
7	BAU07105	Career management and Professional Development	6	F
SEMESTER II				
1	BAU07229	Theories and Practices of Development Studies	6	F
2	MTU07202	Business Statistical analysis	8	F
3	PSU07207	Supply Chain Risk Management	8	C
4	PSU07210	Field Practice in Procurement and Supply Chain management	12	C

5	PSU07205	Warehouse Management	6	C
6	PSU07209	E Procurement Practices	6	C
7	PSU07206	Freight Forwarding Management	6	C
8	PSU07208	Public Procurement Practices	6	C
SEMESTER III				
1	BAU07313	Entrepreneurship and Innovation	6	F
2	MTU07301	Operations Research	12	F
3	ACU07309	Financial Management	11	F
4	BAU07309	Business Law & Ethics	9	F
5	PSU07307	Physical Asset Management	12	C
6	PSU07306	Procurement Negotiation	12	C
SEMESTER IV				
1	BAU07415	Management Principles and Leadership	6	F
2	BAU07414	Business Research Methodology	8	F
3	ITU07408	Management Information System	12	F
4	PSU07411	Practical Training in Procurement and Supply Chain management	12	C
5	PSU07409	Inventory Management	12	C
6	PSU07410	International Procurement	6	C

Ordinary Diploma in Procurement and Supply Chain Management (DPSCM) – NTA Level 6

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	PST06106	Principles of Contract Management	8	C
2	MTT06101	Business Mathematics and Statistics	12	F
3	BAT06105	Professional Ethics	8	F
4	BAT06106	Leadership and Management	11	F
5	BAT06103	Business Communication	9	F
6	ACT06104	Elements of Cost Accounting	12	F
SEMESTER II				
1	PST06203	Procurement Information Systems	8	C
2	PST06204	Principles of Sustainable Public Procurement	8	C
3	PST06205	Inventory Control Techniques	8	C
4	PST06201	Principles of Supply Chain Management	12	C
5	ACT06205	Principles of Financial Management	12	F
6	BAT06206	Office Management	12	F

Technician Certificate in Procurement and Supply Chain Management (TCPSCM)-NTA Level 5

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	PST05102	Principles of Procurement Management	11	C
2	BAT05103	Business Law	12	F
3	MKT05101	Principles of Marketing	12	F
4	BAT05102	Communication Skills	8	F
5	MTT05101	Business Mathematics	9	F
6	ITT05111	Computer Application and Information Literacy in Business	6	F
7	BAT05112	Career Planning and Management	6	F

SEMESTER II				
1	PST05214	Principles of Freight anf Forwarding Management	6	C
2	PST05208	Principles of Public Procurement	6	C
3	PST05207	Principles of Physical Assets Management	6	C
4	PST05209	Warehouse Administration	6	C
5	PST05215	Field Work in Procurement and Supply Chain Management	12	C
6	BAT05202	Principles of Economics	11	F
7	BAT05214	Principles of Entrepreneurship and Innovation	9	F

Basic Technician Certificate in Procurement and Supply Chain Management (BTCPSCM)-NTA Level 4

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	ACT04101	Book Keeping	12	F
2	BAT04103	Basics of Communication Skills	9	F
3	BAT04107	Essentials of Commerce	9	F
4	ITT04115	Basics of Computer Applications and Information Literacy	6	F
5	MTT04104	Elementary Business Mathematics	6	F
6	BAT04115	Personal Development and Career Planning	6	F
7	PST04101	Basics Procurement Principles	14	C
SEMESTER II				
1	BAT04204	Basics of Entrepreneurship	11	F
2	BAT04213	Elements of Business Law	6	F
3	BAT04203	Fundamentals of Economics	12	F
4	PST04208	Basic Store Administration	8	C
5	PST04204	Basics of Public Procurement	12	C
6	PST04207	Fundamentals of Supply Chain Management	9	C

Transport and Logistics Management Programme Structure (NTA Level 4-8)

Graduates can work as logistics managers, transportation managers, supply chain analysts, fleet managers, warehouse managers, and distribution managers. Self-employment opportunities involve starting logistics and transportation businesses or providing freelance logistics consultancy services.

Bachelor's Degree in Transport and Logistics Management (BTLM) - NTA Level 8

SEMESTER I				
SN	Module Code	Module Name	Credit Value	Classification
1	BAU08125	Research Project	12	F
2	MKU08104	Production and Operations Management	11	C
3	MTU07201	Statistical Analysis	9	C
4	PSU08105	Passenger and cargo Transport Management	10	C
5	PSU08106	Customs Operations Management	9	C
6	PSU08108	Freight Forwarding	11	C
7	PSU08109	Maritime operations Management	12	C
SEMESTER II				
1	PSU08202	Supply Chain Management	11	C
2	PSU08206	Humanitarian Logistics management	9	C
3	PSU08207	Electronic Logistics Management	9	C
4	PSU08208	Railway and Air operations Management	9	C
5	PSU08209	Strategic Transport Management	9	C

Higher Diploma in Transport and Logistics Management (HDTLM) - NTA Level 7

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACU07203	Financial Accounting	12	C
2	BAU07103	Business Economics	9	F
3	BAU07104	Corporate Business Communication	9	F
4	MTU07102	Advanced Business Mathematics	9	C
5	PSU07101	Procurement Management	11	C
6	PSU07102	Transport Insurance Management	9	C
SEMESTER II				
1	BAU07207	Development Studies	9	C
2	BAU07309	Business Law and Ethics	9	F
3	BAU07412	Management Principles and practice	9	C
4	MTU07201	Statistical Analysis	9	C
5	PSU07211	Cargo storage and Warehouse Management	9	C
6	PSU07212	Fleet Management	10	C
SEMESTER III				
1	BAU07306	Domestic and International Entrepreneurship	12	F
2	MTU07301	Operations Research	9	F
3	PSU07301	Freight Planning and Operations Management	12	C
4	PSU07302	Transport Economics	12	C
5	PSU07305	Transport Finance	12	C
SEMESTER IV				
1	BAU07204	Human Resources Management	12	F
2	BAU07208	Research Methodology	9	F
3	ITU07408	Management Information System	9	F
4	PSU07213	Field Work attachment	12	C
5	PSU07304	Rural and Urban Transport Planning and Management	10	C
6	PSU07409	Inventory Management	11	C

Ordinary Diploma in Transport and Logistics Management (DTLM) - NTA Level 6

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I				
1	ACT06201	Principles of Cost Accounting	11	F
2	BAT06102	Entrepreneurship and Business Growth	9	F
3	MTT06101	Business Mathematics and Statistics	11	F
4	PST06103	Principles of Legal aspect of Transport and Logistics	9	C
5	PST06104	Fundamentals of Logistics management	9	C
6	PST06105	Principles of Customs Management	9	C
SEMESTER II				
1	ACT06205	Principles of Financial Management	11	C
2	BAT06104	Principles of Development Studies	9	F
3	PST06201	Principles of supply chain management	12	C
4	PST06202	Inventory control	12	C
5	PST06206	Principles of electronic cargo management	9	C
6	PST06207	Principles of Terminal Operations	9	C

Technician Certificate in Transport and Logistics Management (TCTLM) - NTA Level 5

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I
1	BAT05102	Communication Skills	10	F
2	ITT05109	Computer Applications in Business	9	F
3	MTT05101	Business Mathematics	12	F
4	PST05101	Procurement Principles	12	C
5	PST05103	Principles of Freight Transport Planning and operations	9	C
6	PST05104	Fundamental of Transport record management	9	C
SEMESTER II
1	BAT05103	Business Law	11	F
2	BAT05202	Principles of Economics	9	F
3	BAT05203	Entrepreneurship and Small Business Management	11	F
4	PST05206	Principles of Clearing and Forwarding	9	C
5	PST05213	Principles of cargo storage and warehouse management	9	C
6	PST05211	Field Practice	12	C

Basic Technician Certificate in Transport and Logistics Management (BTCTLM) - NTA Level 4

SN	Module Code	Module Name	Credit Value	Classification
SEMESTER I
1	BAT04103	Basics of Communication Skills	9	F
2	BAT04209	Basics of Legal Systems	11	F
3	ITT04109	Fundamental of Computer Application in Business	9	F
4	MTT04101	Elementary Mathematics	11	F
5	PST04101	Basic Procurement Principles	14	C
6	PST04103	Elementary transport and logistics	9	C
SEMESTER II
1	ACT04201	Basic Bookkeeping	9	F
2	BAT04203	Fundamentals of Economics	9	F
3	BAT04204	Basics of Entrepreneurship	11	F
4	PST04201	Basic Cargo Storage and Warehouse Management	9	C
5	PST04205	Basic Passenger and Freight Transportation	9	C
6	PST04206	Elements of Customs Management	12	C

RESEARCH, INNOVATION, CONSULTANCY AND OUTREACH

Message from The Director of Research, Consultancy and Publication

At CBE, we are committed to conducting high-quality research that addresses the critical challenges and opportunities in the business world. Our staff are actively engaged in a wide range of research projects that span various disciplines, including business administration, finance, information technology, and more. Through our research initiatives, we aim to generate new insights, develop innovative solutions, and contribute to the global body of knowledge.

Publications are a key component of our academic endeavours. We encourage and support our staff and students to publish their research findings in reputable journals and conferences. Our goal is to ensure that the knowledge generated at CBE reaches a wide audience and has a meaningful impact on both academia and industry. We provide various resources and platforms to assist our researchers in preparing and disseminating their work, including workshops on writing and publishing, access to research databases, and collaboration opportunities with other institutions.

In addition to our research efforts, CBE offers expert consultancy services to businesses, government agencies, and non-profit organizations. Our consultancy projects leverage the expertise of our faculty and researchers to provide actionable insights and solutions to real-world problems. Through these collaborations, we not only contribute to the development of our partners but also enrich our academic programs with practical experiences and case studies.

Collaboration is at the heart of our research strategy. We actively seek partnerships with other academic institutions, research organizations, and industry stakeholders to enhance the scope and impact of our research. These collaborations enable us to undertake interdisciplinary research projects, share resources and expertise, and foster a culture of innovation and continuous learning.

At CBE, we believe in recognizing and celebrating research excellence. We have established various awards and incentives to acknowledge the outstanding contributions of our researchers. These include

awards for the best research papers, grants for innovative projects, and opportunities to present research findings at national and international conferences. By recognizing excellence, we aim to motivate our researchers to strive for high standards and contribute significantly to their fields.

For detailed information about research projects implemented by CBE, please visit https://www.cbe.ac.tz/research/research-projects

For general information about Business Education Journal (BEJ) hosted by CBE, Please visit https://cbe.ac.tz/bej/index.php/bej/index

For detailed information about research profiles of CBE's Staff, please visit https://www.cbe.ac.tz/research/researchers-profiles

For detailed information about consultancies undertaken by CBE, please visit https://www.cbe.ac.tz/research/consultancies

For general information about Local Partnerships established by CBE, please visit https://www.cbe.ac.tz/research/local-partnerships

For general information about International Partnerships established by CBE, please visit https://www.cbe.ac.tz/research/international-partnerships

As we look ahead to the academic year 2024/2025, I am confident that our collective efforts in research, consultancy, and publication will continue to elevate the College of Business Education as a leading institution for academic and professional excellence. I encourage all members of our community to engage actively in our research activities, seek out collaboration opportunities, and contribute to our mission of advancing knowledge and innovation.

Dr. Ubaldus J. Tumaini
Director of Research, Consultancy, and Publication

ACADEMIC STAFF – DAR ES SALAAM CAMPUS

Key: * - Indicates that the staff is on long training or study leave

Department of Accountancy
Head of Department and Lecturer

1.	Dr. Mrindoko, A. E.	ADA (TIA), MBA (Fin. & Banking), Mzumbe), PhD (Business Management) (OUT), CPA (T).

Associate Professor

2.	Dr. Pastory, D. K.	BAF (Mzumbe), CPA (T), MBA, (UDSM), PhD (Management accounting) (DALIAN).

Senior Lecturer

3.	Dr. Gomera, W. C.	ADA (IAA), CPA (T), MBA (UDSM), PhD (UEF)

Lecturers

4.	Dr. Dafi, D. B.	BBA (UDSM) PGTM (IFM) MBA (Fin) (UDSM), CPA (T), LLB (OUT), PhD (OUT).
5.	*Shau, R. I.	ADB (IFM), MSc. (A&F) (Mzumbe), CPA (T).

Assistant Lecturers

6.	Msikela, M. M.	B.Sc. (Urban & Rural Planning), (UCLAS), MBA (Finance) (UDSM)
7.	Nzungu, K. R.	B. Com (UDSM), Msc (Finance) (Strathclyde)
8.	*Ackim, U.	ADA (IFM), MBA (Corporate Mgt.) (Mzumbe), CPA (T).
9.	Mahoo, G.C.	B.COM (UDSM), MBA Udsm), CPA (T).
10.	Daniel, D. J.	BA (A&F) (Birmingham), MSc (Finance & Investment), (Kent).
11.	Lwanga, D. A.	ADCA, (Mzumbe), BAF St. Johns, MSc (A & F) (St. Johns), MBA (UDSM), CPA (T).
12.	*Kajembe, A. J.	BBA (OUT), Msc. Acc& Fin (Mzumbe), CPA (T).
13	Francis, A. W	BACC (IFM), Msc. Finance and Investment (IFM), CPA (T).

Tutorial Assistant

14.	Ngole, M. L.	B.Com Accounting (UDSM), CPA (T)

Department of Business Administration
Head of Department and Lecturer

1.	Dr. Bukagile G.	Dip (Ed) Korogwe, (Ed)(UDSM), PGDBA (HRM) CBE, MPA (MZUMBE), PhD (OUT)

Associate Professor

2.	Prof. Munishi, E. J.	B.A. (Social Sc.) (Uganda Martyrs), MPA (Mzumbe), PhD (DS) (Freiburg)

Senior Lecturers

3.	Dr. Maziku, P	BSc. Agri. Econ (SUA), MBA Agribusiness, (SUA) PhD Agric. Economics (SUA)
4.	Dr. Tumaini, U. J.	B.A. (Soc. Sc) (Uganda Martyrs, MPA (Mzumbe), PhD (DS) (SUA)

Lecturers

5.	Dr. Kapinga, A. F.	BA (Ed), (UDSM), MPA (HRM) (Mzumbe), PhD (UEF)
6.	Dr. Nkebukwa, L. L.	Dip. (Libr & Doc.) (TLSB), BA (Lib. & Information Studies) (Tumaini), MA (Information Studies), (UDSM), PhD (Information Studies) (UDSM).
7.	Dr. Misaki, E. P.	BAEC (UDSM), MA -EP (MAKERERE), MA PPSD (ISS- Erasmus Nethelands), PhD (UEF)
8.	*Veri, O. M.	BA (Gen), (UDSM), MBA (Corp. Mgt), (Mzumbe)
9.	Dr. Makulilo P.	BA (Ed) (UDSM), MA (UDSM), PhD (UDSM)
10.	Dr. Ondiek, P. J.	Dip. (Ed), (Butimba TTC), BA. (Ed), (UDSM), MBA (Corp. Mgt.) (Mzumbe) PhD (Public Administration) (UDSM)
11.	Dr. Burra N. B	BBA (Madurai Kamaraj), Msc.Inter. Business (London South Bank), PhD (Kerala Agricultural University)

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12.	Malamala, E. A.	BBA (SAUT), MA (Econ/Policy Mgt) (Makerere)
13.	*Maige, W. P.	Dip. Ed. (DTC), B.Sc. (Ed) (UDSM), PGDBA (HRM) (CBE), MPA (Mzumbe).
14.	Mwakyusa, E. N.	BA, (Int. Rel.) (UDSM), MBA (Fin.) (UDSM)
15.	Assey, D. M.	Certificate in Teaching (MTTC), Dip. (Ed.) (MTTC), B.A(Ed) (UDSM), MPA (Mzumbe)
16.	Luambano, B. V.	BBA (St. John), MBA (HRM) (OUT)
17.	Nyondo, J.	BPA (Mzumbe), MPA (Mzumbe)
18	Athuman, P. A	Dip Ed (Korogwe TC), BA PSPA(UDOM), MA(UDSM)
19.	*Mubarack, K. H.	BA (Ed.) (Mzumbe), MA Ed. (UDSM)
20.	*Bukombe, J. S.	B. Ed. (Arusha University), MA (DS) (UDOM)

21.	Ojwang, E.	BA. (Ed) (St. Johns), MA. Ling. (UDOM)
22.	*Dotto, M. H.	BA (Library Information) (UDSM), MA (Information Studies) (UDOM).
23.	Mushi, G. J.	BA. Econ. (SAUT), MA. Econ. (Nairobi)
24.	Chande, C. A.	L.L.B(SAUT), LL.M (Commercial and corporate) (UDSM)
25.	*Kadama, D. L.	Dip. Ed (Moro TC), B Ed (Language and Management) (Mzumbe), MA (Ed) (Mzumbe)
26.	Mbata, U.	LLB (Univeristy of Bagamoro), LLM-Corporate & Commercial Relation (Univeristy of Bagamoyo)
27.	Mputa J.	BBA(CBE), MA (IAA)
28.	Maturo, B. A	BLIS (Makerere University), MA CED (OUT), MA-RAM (UDSM)

Department of Education
Head of Department and Lecturer

| 1. | Dr. Ntimbwa, M. C | Dip. (Ed.) (Korogwe TTC), BA (Ed.), MEED (UDSM), PhD (BA) (Maastricht University) |

Lecturer

| 2 | Banele, S.D. | BBA-with Education (OUT), MED-APPs (OUT), PhD (OUT) |

Assistant Lecturers

3.	*Massi, J. W.	BA. (Ed) (OUT), MA (Ed) (TEKU)
4.	*Mbunda, A. S.	BA. (Ed)(UDOM), MA Ed. (UDOM)
5.	*Rujomba, G. G.	Certificate in Ed (Katoke TTC), Dip in Ed (Tabora TTC), BA. (Ed) (SAUT), M Ed. (SAUT)
6.	Matuga, S. R.	BA. (Ed) (UDSM); MEMA (UDSM)
7.	Karondo, J.	BA Ed (DUCE); MIB (CBE)
8.	Kisampa, M. S.	BA.Ed(Arts)Tumaini-Makumira MEM(Tumaini-Makumira)
9.	Hamisi, M. S.	BBSE (CBE), MIBM (CBE)
10.	Mwema, R. F	BA-Education (UDSM), MA-Education (UDSM)
11.	Gerald, C. M.	B. Ed. (UDSM), M Ed. (UDSM)
12.	Kitogo, N.	Dip. Ed(Morogoro TTC)BA.Ed(Muslim University)MA-ELM(Agakhan University East Africa)

Tutorial Assistants

13.	Mulimanyi, J. P.	BA. Ed (UDSM), MEMP (SAUT)
14.	Lustica, B. M.	Dip. in Sec Ed (Alabamian TC), BA (Ad ED) (Ins Adult ED
15.	Banda, A.	Dip.Ed. (Kleruu TC), BSc Ed (DUCE)

Department of ICT and Mathematics
Head of Department and Lecturer

1.	Dr. Kijazi, A.	B. Eng. (Comp. Science & Eng.) (St. Joseph), Masters in IT& Eng. (Nelson Mandela)

Professors

2.	Prof. Mjema, E. A. M	BSc. (Eng.) (UDSM), MSc. (Eng.) (Alberta), Dr. Ing. (Aachen)
3.	Prof. Lwoga, E.T.	B. (Library& Information Science.)
		(Makerere University), PGD (Sc. Computing) (UDSM), MSc (Engineering Management & Industrial IT (UDSM), PhD (IS) (UKZN)

Senior Lecturer

4.	Dr. Casmir, R. O.	B.Eng. (UDSM), PhLic. (Comp.Science) (Stockholm), PhD (Comp.Science) (Stockholm)

Lecturers

5.	Dr. Mwandosya, G. I.	International Dipl. Comp. Science (NCC), Advanced Dip. Comp. Science (NCC, Metropolitan), MSc. (IT & Management) (IFM/ Avinashiringhan), PhD (UEF)
6.	Dr. Liana, Y.	BSc. (Ed.) (UDSM), MSc. (Maths.) (UDSM) PhD (UDSM)
7.	Ntare, P. C.	BSc Ed (SUA), MSc. Math Science (Africa Institute of Mathematical Sciences-Tanzania)
8.	Dr. Yahaya, M. M.	BSc. (Ed.) (UDSM), MSc. (Maths) (Zimbabwe) MSc. (IT) (Lappeenranta), PhD (UEF)

Assistant Lecturers

9.	*Kikunya, G. A	BSc. (Comp. Sci.) (UDSM), MBA (UDSM)
10.	*Kamuzora, A. R.	BSc. (Comp. Science) (UDSM), MSc. (Comp. Science) (UDSM)
11.	*Laanyuni, L. N.	BSc. (Maths) (UDOM), MSc. (Maths Sciences) (Ghana)
12.	*Kayanda, A. M.	BSc. (Comp. Science) (UDSM), MSc. (Comp Science) (Mysore)
13.	*Wapalila, H.	BSc. (ICTM) (Mzumbe), (MSc. Comp. Science) (UDOM)
14.	Donald, S. B.	BSc (IT) (IUC), MSc (Computer Science) (UDOM)
15.	Mwasampeta, B. M.	BSc (Computer Science) (UDSM), MSc (Computer Science (UDSM)
16.	*Petro, C.M.	BSc. Ed (Phys & Maths) (SAUT- MWUCE), Msc (Maths and Eng) (Nelson Mandela)
17.	Deus, D.	BSc. Ed (Phys & Maths) (St. John University), MSc. (Math), (African Institute for Mathematical Sciences).
18.	Haule, J. D.	B. Eng. (Comp. Science & Eng.) (St. Joseph), Masters in IT& Eng.) (Nelson Mandela)

19.	Salim, M. S.	B. Tech (Information Technology.) (St. Joseph), Masters MBA-ITM) (IAA)
20.	Mwiruki, P. N	BSc. ICT (Mzumbe), Masters in ICT4Devt (CBE)
21.	Ngulugulu, A. O.	BSc. Computer Science (St. Joseph University), MSc. Computer Science (University of Madras)
22.	Jengo, E. W.	B. Engineering in IS &NE (St. Joseph), Msc in ISM (UDSM)
23.	Mlekwa, K	BSc & Technology in I& C (University of Hadj Lakhdar of Batina), Masters of Mathematics and Computer Science (Univeristy of Hadj Lakhdar of Batina)
24.	Makanta, P.	B. Computer Science & Eng. (St. Joseph University), MSc. Computer Science (University of Mysore)
25.	*Magoge, P.	BSc. ICT with Business (Mzumbe University), MSc. Computer Science (University of Mysore)
26.	Musheiguza, E	BSc. (Applied Stat.) (Mzumbe), MSc (Applied Stat.) (Mzumbe)
27.	Mleli, N.	BSc IT ODIT (IAA), MBA -ITM (IAA).
28.	Mbuya, K. A.	Dip(ICT) (Arusha Technical College) BSc(ICT) (Arusha Technical College), MSc.(ICT) (IAA).
29.	Abdulrahman O. A	BSc Ed (Economics and Mathematics) (Stella Maris Mtwara University College), Master's Degree in Education, (Korea National University of Education)
30.	Ngomaitala, H. R.	BSc. Education (Mathematics, Physics and Education) (St John), MSc. Mathematics (UDOM)

Tutorial Assistants

31.	Mkamba, J. M.	BSc. Computer Engineering & IT (UDSM)
32.	Katto, K. V.	Bachelor of Science in Telecommunication Engineering (UDOM)

Department of Marketing
Head of Department and Lecturer

1.	Dr. Chille. F. J.	BBA(Mkt)(SAUT), MBA (Mkt) (Mzumbe), PhD (OUT)

Senior Lecturer

2	Dr Mramba, N. R.	BBA (Mzumbe), MIT (UDSM), PhD (UEF)

Lecturers

3.	Dr. Tambwe, M. A.	BA Ed. (Linguistics), MBA (Mkt.) (UDSM), PhD (OUT)
4.	Dr. Mapunda, M. A.	BBM (Fin.), (Bangalore), MBA (Mkt.) (Liaoning), PhD (OUT)
5.	Bwemelo, G. S.	B.Sc. (Ed.) (UDSM), MBA (UDSM)

Assistant Lecturers

6.	Lufundisha, S. E.	BBA (Mzumbe), MBA (SAUT)
7.	Kaitila, S. J.	B.Sc. Agric. Econ (SUA), MA (Econ) (UDSM).
8.	Mollel, A. B.	BMK (CBE), MBA (UDSM)
9.	Nyange, E	BCom (Marketing) (Jomo Kenyatta University), MBA (Marketing) (Jomo Kenyatta University)
10.	Muro, E.	BA cultural Anthropology &Tourism (Tumaini), MA Tourism, Culture & Society (Iringa University)
11.	*Rugaimukamu, K. S.	ADBA (CBE), MSc. Mkt (Mzumbe)
12.	Mariastela, N. S	BA in Tourism and Hospitality (OUT), Masters in Tourism Planning and Management (OUT)

Department of Legal and Industrial Metrology

Head of Department and Assistant Lecturer

1.	Mwinyi, V. J.	BMET (CBE); MSc. Advanced Process Engineering (Cranfield University, UK)

Lecturers

2	Dr. Nyamweru, B. E.	ADLM (CBE), FTC Mechanical Eng. (Mbeya) PGD in Mechanical Eng. (UDSM) MSc (Engineering) (Saint Petersburg Electrotechnical University), PhD (Saint Petersburg Electrotechnical University)
3	*Mrisho, J. N.	BSc (Industrial Eng. and Mgt) (UDSM), MSc (Engineering), (Saint Petersburg Electrotechnical University)

Assistant Lecturers

4.	Nyoni, F. E.	BMET (CBE), FTC Electrical Eng. (Mbeya) MSc (Engineering) (Saint Petersburg Electrotechnical University)
5.	Kitalile, J. M.	FTC-Mechanical Engineering (MTC), ADA in Legal and Industrial Metrology (CBE), PGD in Business Administration (CBE), PGD in Production Engineering (CBE), MSc. Mechanical Engineering (UDSM).
6.	* Ishigita, L. S	BMET (CBE), MSc. Advanced Mechanical Engineering (Cranfield University, UK)

Tutorial Assistants

7.	Mwaipopo, J. A.	BMET (CBE)
8.	Baruku, T.	ADLM (CBE), PGD (Mechanical Engineering)

Department of Procurement and Supplies Management
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                              PhD (OUT)

Senior Lecturer

2. Dr. Sama, H.   Dip. (Materials Mgt) (TIA), MSc (PCSM) (Mzumbe), CPSP (T),
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Lecturers

3. Dr. Masoud, Y. A   BBA-PLM (Mzumbe), PGD (BA) IFM, Msc. PSCM (Mzumbe),
                              CPSP(T), PhD (OUT)
4. Dr. Mwalukasa, B.   Dip. (PSPTB), CPSP (T), MBA (UDSM), PhD   (UDOM)
5. Issa, I. M   BPS (CBE), MSCM (CBE), CPSP (T)

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6. *Mlang'a, J. S.   BA (Proc and Supply mgt) (MoCU), Msc. PSCM (Mzumbe),
                              CPSP (T).
7. Igogo, A.   Dip. (Ed) (DSM TTC), Dip. SNE (Patandi TTC), BPS, (CBE);
                              Msc. (Procurement and Supply Chain Mgt.) (Mzumbe), MBA-
                              PSM (IAA)
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9. Mcheli, O. T   BA (Proc and Supply Mgt) (TIA), MSCM (CBE), MBA (Mzum-
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10. *Sallwa, A. A.   BBA-PLM (Mzumbe), MBA-CM (Mzumbe), CPSP(T), MSCM
                              (CBE)
11. Koih, F. O   BBA-PLM (Mzumbe), MBA-PSM (IAA), CPSP(T)
12. Vianney, M. D.   Cert (Edu) (Butimba TTC), Dip. Business Economics and Com-
                              merce (Cambridge Int. College), Dip. Business Management
                              and Administration (Cambridge Int. College), Adv. Dip. PLM
                              (SAUT), Msc. PSCM (Mzumbe), CPSP(T)
13. Danieli, G.   BBA-PLM (Mzumbe), MA-Procurement and Supplies Manage-
                              ment (MoCU), CPSCP (T)
14. Ntalisi, E. J.   BPLM (NIT), MBA-PSCM (University of Iringa)

Librarians		
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2.	Ng'waka, E.	Certificate in fisheries (NFC), Certificate in Librarianship (TLSB)

3.	*Salem, A. S.	Certificate in Librarianship (TLSB) Dip. (Libr. & Documentation) (TLSB) BA Libr & Information Studies (UoI)
4.	John, S. S.	Dip. (Libr. & Documentation) (TLSB), BA (Libr & Information Studies) (UoI)
5.	Kitonka, N. L.	Certificate in Business & IT, (Devy), BA (Libr. & Information Studies). (UoI), MBA in Corporate Management (Mzumbe)
6.	Symon, E. N.	Dip. (Libr. & Documentation) (SLADS), BA (Libr and Information Studies) (UoI), International Certificate in Library Innovation (INELI) MIT in Project Mgt (CBE)
7.	Bebwa, A. N.	Dipl. (Libr & Doc) (TLSB)
8.	Mwakyagi, A	Dipl of Records & Archive Mgt (TPSE), BA Library & Information Studies (UoI), M.A in IT (Univ of Pretoria)
9.	Rwegalula, N. I.	BA (Libr & Information) (UDSM)

Admission and Examination Officers		
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2.	Hatibu, L. K.	BPA (Mzumbe), MSc. (HRM) (Mzumbe)
3.	Chaulo, P. O.	BEd. (Arts) (UDSM), MA (IDS) (HUFS)
4.	Malisa, R. E.	BA Ed (UDSM), MA (SUA)
5.	Joseph, C. B.	BBA (CBE)
6.	Azina. H. M.	Dip. (TPSC), BBA (CBE)
7.	Ezekiel, P.	Cert. Grade IIIA (Tabora TTC), Dip. (Ed.) (Tabora TTC), BAED (UDSM), MA Ling. (UDSM).
8.	Kimaro, J. F.	BA Ed (St. Augustine)
9.	Ngirini, L.	Dipl Ed. (Mtwara TTC) BAED (Teofilo Kisanji)
10.	Bibiana .C.	Cert in BA (CBE), DBA (CBE), BBA (CBE)
11.	Mbeyela, C. G.	Dip Ed (Marangu TTC), BA Edu (OUT)
12.	Ndaba, T. Z.	BPA (Mzumbe), MBA (HRM) (SAUT)
13.	Msoffe , L. G.	Dip Ed (Marangu TTC), BAED (SMMU)
14.	Mtengule, F. R.	Cert. Grade III A (KITTC) BAED (Muslim Univ.)
15.	Josia, F. A.	Dip Ed (IAE), BAED (Tumaini)
16.	Msangi, F.	Dip (Adult and Continuing Education) (IAE), BA (Adult Ed & Community Development) (IAE), Master of Education (Gender, Youth and Development (SUZA)
17.	Lugomo, D.	Dip Ed (Songea T.T.C), BA Ed. (RUCU)

ACADEMIC STAFF – DODOMA CAMPUS

Department of Accountancy
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1.	Ntangeki, G.G	BBA-PSM (St. John), MSc. Fin (St. John)

Senior Lecturer

2.	Dr. Kembo, M.B	Bcom (Finance)UDSM, MBA (Finance)UDSM
		Msc, PSCM (Mzumbe) PhD (Financial Management) Dangbei

Lecturers

3.	Dr. Mlay, L.	BAF (Mzumbe), Msc.(Acc& Finance)(Mzumbe) PhD Finance (MOCU)

Assistant Lecturers

4.	*Kundy, V	BSc, Edu(OUT), (MSc Finance), (St. John University)
5.	Mtongori, R.I	ADA (TIA), PGD (Acc) (IAA), MSc. (Acc&Fin) (Mzumbe), CPA (T), CPB (TIOB)
6.	*Mankaga, E.P.	MBA (UDOM), BA in Accounting and Finance (St. John University)
7.	Robert, V.M	BA Accounting and Finance(SUA), MBA (UDOM)), CPA(T).
8.	Abdulmalik, M.	BSc. Ed (UDSM), MBA (UDOM)
9.	Fatuma, O. A	BA-Accounting (IFM), Msc in Finance and Investment-(IFM)
10.	Ngata, C. E.	Adv. Dip-Accounts (CBE), MSC-Finance and investment (IFM), CPA (T)
11.	Dorah L. M	MBA Finance and Accounting(BUGEMA Univ) BBA- Finance (BUGEMA-UNIV)
12.	Lusajo, Y.	ADCA (Mzumbe), MBA (Fin &. Bank)(Mzumbe)

Department of Business Administration
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1.	Dr. Mtallo, G.R	BED Arts Linguistics (UDSM), MA Linguistics (UDOM), PhD (UDSM)

Senior Lecturer

2.	Dr. Churk, J. P.	BA Ed (UDSM), MA (DS) (UDOM), PhD (Comm. Tech & Digital Media) (Melbourne)

Lecturers

3.	Dr. Mpuya, G. J.	BA Ed. (UDSM), MA (Demography) (UDSM), PhD in Environmental Studies (UDOM)

4.	Dr. Msacky, R. F.	BA (Martyrs), MPA (Mzumbe) PhD (Pubic Admin)(UDOM)
5.	Dr. Yusuph K. M.	BA Ed. (UDSM), M-Edu Mgt and Administration, PhD.
6.	Dr. Gabagambi, L. C.	Dip. (Ed) (Songea T.C), LLB (RUCO), LLM (UDSM)PhD (UDOM)
7.	Dr. Msuya, S. M.	Dip Ed (Dar Teachers College), BBA (SJUT), (UDOM), MBA(UDOM)PhD

Assistant Lecturers

8.	Miraji, M.	Bachelor of Edu- Psychology (UDSM) MA-Edu (UDSM),
9.	*Ndunguru, A. F.	LLB (Tumaini), LLM (SAUT).
10.	*Mtallo, G. R.	BED Arts Linguistics (UDSM), MA Linguistics (UDOM), PhD Linguistics (UDSM)
11.	William, M.	BA-HRM (Mzumbe), MSc-HRM (Mzumbe)
12.	Alphonce, R.	BSc Ed (UDSM), MSc.Edu (UDSM)
13.	Otieno, L. O.	BA Ed. (St. John), MA Ed. (St. John)
14.	Juma, M. H.	BSc. Ed. (UDSM), MA Ed. (UDOM)
15.	*Mwakabungu, H. B.	Dip. (BA)(CBE), BA (UDOM), MSc. Eco & Fin. (Bradford)
16.	Salmon, R. R.	Dip. Corp Mngt & Acc. (SUA), BA Bus. Econ(MOCU)., MBA (MOCU)
17.	Simon, M. M.	BA Edu (UDSM). Masters in Language& Literacy (UDSM)
18.	*Manyama, E. D.	BA Ed (SAUT), MED (SAUT)
19.	Msella, S.A	LLB (UDSM), LLM (Wuhan)
20.	Mganga, M.	BA Ed. (UDOM), MA in Information Studies(UDSM)
21.	Malatwe, P. V	MA in Records and Archives Mgt (Mzumbe) BA Pub Admin in Records and Archives Mgt (Mzumbe)
22.	Paul, J.N	Masters in Mathematical and Comp Science and Engineering, (Nelson Mandela) BA Edu Mathematics and ICT(Mount Meru univ)
23.	Kossey, M. M	Masters of Educational Management and Administration, Bachelor of Education in Arts
24.	Mkasile, G	Master of Business Administration, Bachelor Degree of arts with Education

Tutorial Assistant

25.	Lutengano, D.S	Bachelor in Economics and Finance(IAA)
26.	Kushunga, G.A	BA Psychology(UDSM)
27.	Kwalesma, M. M	BA Psychology(UDSM)
28.	Minde, J.S	BA Pub Admin in Records and Archives Mgt (Mzumbe)

Department of Marketing
Head of Department and Assistant Lecturer

1. Dengenesa D. M. BBA –Marketing (Mzumbe)

    MBA-Marketing-(CBE)

Assistant Lecturers

2. Mirindo, E.R. ADEP (Mzumbe), MBA (Mkt) (Mzumbe)
3. Kaaya, J. E. BA Antropology & Tourism (UoI) MA Tourism, Society Culture (UoI)
4. Daudi, P. F. BBA-Marketing (Mzumbe) MBA-Marketing-(CBE)

Department of Mathematics and ICT
Head of Department and Lecturer

1. Dr. Mpuya, G. J. BA Ed (UDSM), MA (Demography) (UDSM), PhD (UDOM)

Lecturer

2. Dr. Rumanyika, J. D. B.Sc. (Urban and Regional Planning) (UDSM), MSc (Comm. & IS) (Huazhong) PhD- Eastern Finland
3. Dr. Kayange, H. L. BSc. Ed (UDSM), MSc. Mathematical Modeling (UDSM) PhD-in Mathematics
4. Dr. George, A. A. BSc. Maths (UDOM), MSc. Mathematical Science (University of Stellenbosch, South Africa. PhD-Mathematics

Assistant Lecturers

5. *Ngalya, C. D. BSc. Ed. (St. John), MSc. (Math) (Nelson Mandela
6. *Ringo, L. J. BSc Computer Science (RUCO), MSC. Computer science (UDOM)
7. *Mgonzo, W. J. BSc. Computer Science (SAUT), MA (Info in Comm. Sci & Eng) (Nelson Mandela)
8. Kasegenya, A. BSc. (IS& Network Eng.), (St. Joseph), Masters in IT& Eng.) (Nelson Mandela)
9. Haule, F. O. Bsc. ICTM (Mzumbe), MSc in Information Systems (Institute of Computing GSIT Japan)
10. *Mgandu, F. A. Bsc. Info & Maths (SUA) MSc (UDSM)
11. Gilitu, J. J. Bsc. Comp Sc (Ruaha Uni. College), Msc. Comp Sc. (UDOM).
19. Letema, L.G. BSc, Actuarial Science (UDSM), MSc, Mathematical science (AIMS-Tanzania).

20. Magesa, N. G. Master of sc. in mathematical Modelling (UDSM), Bachelor of Science with Education (Geo & Maths) -SUA).

21.	Chemchem, S. A.	Bachelor Degree in Electrical & Electronics Engineering (St. Joseph). Master Degree in Automation and Mechatronics Engineering (St. Peters Electro technical University - Russia)
22.	Talawa, N. D	MSc. Computer Science,(UDOM) BSc Computer Science(Ruaha Univ)
23.	Mwaitete, A. C	Master in Information Security(IAA), BSc Computer Science(IAA).
24.	Juma, F. A	Masters of Engineering (Mechanical Engineering) Bachelor Degree in Industrial and Legal Metrology(CBE)

Tutorial Assistants

| 25 | Mohammed, D.O. | Bachelor of Education (Science) (Mwenge University) |

Department of Procurement and Supplies Management
Head of Department and Lecturer

| 1. | Dr. Maagi, B. B. | ADM (Materials Mgt) (Mzumbe), CSP, (NBMM), MBA (Proc. & Supplies). (Mzumbe), PhD (UDOM). |

Assistant Lecturer

2.	Ntangeki, G. G.	BBA (PSM), (St. John), MSc. (Fin) (St. John)
3.	*Kisinga, D.	BBA (MU), MBA (UDOM)
4.	*Mwaiseje, S.	BA (PSM) (MoCU), CPSP(T), MSc. (PSM), (MU)
5.	Benaya, R.	BA (PSM) (MoCU), MSCM (CBE), CPSP(T)
6.	Mashenene, A.	BCom in Proc& Log. Mgt, MSCM (CBE)

Admission and Examination Officers		
1.	Lession, G.	BSc Ed. (UDSM), MBA (UDSM)
2.	Kushunga, G. A.	BA Ed. (UDSM)
3.	Mashallo, L. S.	BSc Ed. (UDSM), MPA (UDOM)
4.	Mohamed, A. M.	BSc Ed (UDSM), MBA (UDOM)
5.	Ruyebo, B.R.	BA Ed. (Stella Maris Mtwara).
6.	Kyense, G. C	BA Ed. (UDSM, MPA (UDOM)
7.	Dilunga, A.	Bed Psychology (UDSM), MADS (UDOM), MA Education (UDOM)
8.	Masado M.J.	BA Ed. (UDSM, MPA (UDOM)
9.	Mathias, P. H	BA-Education (UDOM).

Librarians		
1.	Shadolo, M. J.	Bsc (Libr & Information Mgt) (Mzumbe)
2.	Makala, S.	AD-Library & Information (UDSM)

ACADEMIC STAFF – MWANZA CAMPUS

Department of Accountancy
Head of Department and Lecturer

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Assistant Lecturer

2.	Mgulunde, A.	ADA (IFM), MSc. Fin (UK), CPA
3.	Mwasha, N. M.	ADA (CBE), MSc Acc & Finance (Mzumbe)
4.	Magambo, E.	BBA Fin & Acc (SAUT), MBA (Nairobi), CPA
5.	*Lugoe, G. A.	Dip. (Acc.) (CBE), ADA (IFM), CPA (T) (NBAA), MBA (FIN.) (SAUT)
6.	Kimburu, E.	Ba-Education (Udsm), Ma-Linguistics (Udom)
7.	Maboto, R.	Diploma Ed (Teachers College), Bachelor Ed (OUT), MA Ed Management & Admini (UDSM)
8.	Shitungulu, J. L.	ADA (Nyegezi), PGD (Fin.) (IFM), MSc. (Fin.) (IFM)

Department of Business Administration and Marketing
Head of Department and Assistant Lecturer

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Senior Lecturers

2.	Dr. Mashenene, R. G.	BSc. (Ed.) (UDSM), MBA (UDSM), PhD (SUA)
3.	Dr. Magasi, C.	BSc. (Ed.) (UDSM), MBA (Mkt) (UDSM) PhD (OUT)

Assistant Lecturers

4.	Mwambigija, J	Bachelor Degree of Art (UDSM), MBA (SAUT)
5.	Kimambo, G. M	Masters of Business Administration) SAUT Bachelor of Education – Commerce (UDSM)
6.	Libent, L. B.	BMK (CBE), MBA-MM (CBE)
7.	Emanuel, F.	MA (Economics) (SAUT), Bachelor of Agricultural, Economics and Agribusiness
8.	Mkuwa, J.	Bachelor (HRM) (ISW) Msc (HRM) Mzumbe
9.	Lelo, J. M.	BBA-HRM (ST. JOHN), MBA-CM (ST. JOHN)
10.	Nziku, D.	BBA (Tumaini), MBA (OUT)
11.	Katumbaku, F.	LLB,(SAUT), LLM (SAUT)
12.	Manyanda, A.	LLB (Mzumbe), LLM (UDSM)

Department of Procurement and Supplies Management
Head of Department and Assistant Lecturer

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Lecturer

2.	Dr. Siwandeti, M.	ADPLM (IAA), MIB (UDSM) Msc. (PSCM) (Mzumbe), CPSP (T) Pc Saccos (MoCU), PhD (MoCU)

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4.	Magesa, P.	BBA-PLM (Mzumbe), MSc-PSCM (Mzumbe), CPSP (T)
5.	Assenga, A. A	BA (PSM), (MoCU), MSCM (CBE), CPSP(T)
6.	Ngowi, N.	BPS (CBE), MSCM (CBE)

Department of ICT and Mathematics
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1.	Lelo, J. M.	BBA-HRM (ST. John), MBA-CM (ST. John)

Assistant Lecturers

2.	Nyamwesa, A. M.	BSc. IT (KIU), MSC. (COMP. SC.) (UDSM)
3.	Mwita, F. I.	BED MATH and ICT (Tumaini University), Msc. (Maths and Eng) (NM-AIST & Paderborn University)
4.	Daniel, D. G	Bachelor Eng (Computer Science St Joseph Masters, Eng (Computer Science), (Changsha University)

Tutorial Assistants

5.	Madeleke, D. B.	BSc. ED (Phys & Maths) (SAUT)
6.	*Matogwa, B.C.	BSc. (Info. & Maths) (SUA)

Admission and Examination Officers		
1	Erica, M. S.	BA (Sociology) (UDSM), PGD (HRM) (CBE) MED-APPS (OUT)
2	Jonathan, J. K.	BA Ed. (UDSM), MBA-HRM (SAUT)
3	Kundy, G	BA Ed (SJUT)

ACADEMIC STAFF – MBEYA CAMPUS

Department of Accountancy and Marketing
Head of Department and Assistant Lecturer

1.	Mwasota, A.M.	BSc. Ed (Maths) (TEKU), MSc. Maths & Comp) (Nelson Mandela)

Lecturer

2.	Dr. Mwenda, B.	ADA (TIA), PGD Acc (TIA), MSc. Acc & Finance (Mzumbe), Ph.D. (Finance) (MoCU)

Assistant Lecturers

3.	Magwana, I. N	ADA (IAA), CPA (T) (NBAA) MSc (Acc & Finance) (Mzumbe)
4.	Rutainurwa, V.	BCA (Punjab University), MSc. IT (Mahatma Gathi University)
3.	*CPA Mwombeki, F. A.	B. Com (Acc) (UDOM), MBA (Acc) (UDSM), CPA (T)
4.	Mwasu, K.	B. Com (Mkt) (CUEA-Nairobi), MBA (Strategic Mgt) (CUEA-Nairobi)

Tutorial Assistants

5.	*Zahoro, H.	BSc. Ed (ICT& Math) (Sokoine University)

Department of Business Administration
Head of Department and Assistant Lecturer

1.	Majaliwa, D.	BA Mkt & Entr (SUA), MBA-MM (CBE)

Lecturer

2.	Tumaini, J.W.	BA. Econ. (SAUT), MA. Econ. (UDSM)

Assistant Lecturers

3.	*Mpandiko, G. A.	BBA (Marketing) (St. John), MBA (St. John)
4.	Subilaga. M.	LLB, LLM (UDSM)
3.	*Msangi, H. A.	BSc. (Agric & Agribusiness (SUA), MSc. (Agric & Econ) (SUA)
4.	*Madata, W.	BA (Edu Languages) (TEKU), MA (Linguistics) (UDOM)
5.	*Rashid, N. F.	BSc. (Agr. Econ. & Agribusiness) (SUA), MSc. Econ (Mzumbe)
6.	Atupakisye. M.	LLB (UoI), Law School (TZ), MLM Banking & Finance (RUCU)

Tutorial Assistant

7. *Abraham, E.   LLB (Mzumbe)

Department of Procurement and Supplies Management
Head of Department and Assistant Lecturer

1. Atupakisye. M.   LLB (UoI), Law School (TZ), LLM Banking & Finance (RUCU)

Assistant Lecturers

2. Israel, B.   BA (Proc& Logistics Mgt) (TIA), MA PSM (MoCU), CPSP (T)
3. Leticia. M.   Dip. CMA (MUCCOBS), BA Procurement SM (MoCU), MA Procurement SM (MoCU), CPSP (T)
4. Edina, R   BA supplies & Procurement (KIU), MA Procurement SM (MoCU), CPSP (T)
3. Lidya. Y.   BBA - PLM (Mzumbe), MSCM (CBE), CPSP (T)

Tutorial Assistant

5. Sanga, J. L.   BPLM (TIA)

Admission and Examination Officers	
1.	Kayombo, T.E	BA Ed. (UDSM), M Ed. & Mgt Planning (SAUT)
2.	Farida A. K.	BA Ed. (TEKU)
3.	Josephine. N.	BSc Ed (UDSM)
4.	Kalinga, Y.	BSc Ed (SUA)

Librarians	
1.	Mhando, J. A.	BA (Libr. & Information Studies) (Tumaini), MA in Information Studies (UDSM)
2.	John, E. M.	BA (Libr & Information) (UDSM)
3.	Edina A. R.	Dipl (Libr & Documentation) (SLADS)

COLLEGE OF BUSINESS EDUCATION FEE'S STRUCTURE
TUITION FEES FOR VARIOUS PROGRAMMES – 2024/2025
BASIC TECHNICIAN CERTIFICATE TUITION FEES FOR VARIOUS PROGRAMMES

Programmes	Tuition Fee (in TZS)	Other Contribution (in TZS)	Total (in TZS)	Foreigners (in USD)
Certificate in Information & Communication Technology (BCICT)	1,130,600	100,000	**1,230,600**	1,368.60
Certificate in Metrology and Standardization (BCMS)	1,130,000	100,000	**1,230,000**	1,368.60
Other Certificate programmes (BCA, BCBA, BCMK & BCPS)	920,000	100,000	**1,020,000**	1,281.00

INDICATIVE DIRECT STUDENTS' COSTS

ITEMS	BCMS & BCICT		BCBA, BCA, BCMK & PCPS	
	Local (TZS)	Foreign (USD)	Local (TZS)	Foreign (USD)
College Hostel	450,000	566	450,000	566
Books and Stationery Allowance	200,000	251	200,000	251
Meal Allowance	1,660,000	1,845	1,660,000	1,845
Field Work	620,000	780	320,000	480
Total	**2,930,000**	**3,442**	**2,630,000**	**3,142**

NB: These indicative fees can be negotiated with the sponsor

MODE OF PAYMENT

INSTALMENT	ITEMS	CERTIFICATE COURSES			DEADLINE FOR PAYMENT
		BCBA/BCMK/BCA/BCPS/BCBA-HR/BCBA-RAM/BCAT/BCAF/BCM-TEM/BCA-BF	BCICT	BCMS	

1ST INSTALMENT	**Tuition Fees**	460,000	565,000	565,000
	Other Contributions			
	Registration Fees	16,000	16,000	16,000
	Examination Fees	18,000	18,000	18,000
	NACTVET Fees	15,000	15,000	15,000
	CBESO contribution	6,000	6,000	6,000
	Student Welfare Contribution	5,000	5,000	5,000
	Total	520,000	625,000	625,000
	FOREIGN STUDENTS (US $)	641	684	684
2ND INSTALMENT	**Tuition Fees**	460,000	565,600	565,000
	Other Contributions			
	Registration Fees	6,000	6,000	6,000
	Examination Fees	33,000	33,000	33,000
	CBESO contribution	6,000	6,000	6,000
	Student Welfare Contribution	5,000	5,000	5,000
	Total	510,000	615,600	615,000
	FOREIGN STUDENTS (US $)	641	684	684
GT. (TZS)	1,030,000	1,240,600	1,240,000	**GT. (TZS)**
GT. USD	1,282	1,368	1,368	**GT. USD**

Note: "One Month after commencement of Semester" appears in the rightmost column for both 1ST INSTALMENT and 2ND INSTALMENT.

DIPLOMA TUITION FEES FOR VARIOUS PROGRAMMES

Programs	Tuition Fee (in TZS)	Other Contribution (in TZS)	Total (in TZS)	Foreigners (in USD)
Diploma in Information & Communication Technology (DICT)	1,310,600	100,000	**1,410,600**	1,764.60
Diploma in Metrology and Standardizations (DMS)	1,310,000	100,000	**1,410,000**	1,764.60

Other Diploma programmes (DA, DBA, DMK & DPS, DBA-HRM, DBA-RAM, DA-AT, DA-AF,DM-TEM, DA-BF)	1,200,000	100,000	**1,300,000**	1,472.60

INDICATIVE DIRECT STUDENTS' COSTS

ITEMS	Local (TZS)	Foreign (USD)
College Hostel	450,000	500.00
Books and Stationery Allowance	200,000	223.00
Meal Allowance	1,660,000	1,845.00
Field Work	620,000	780.00
Total	**2,930,000**	**3,348.00**

NB: These indicative fees can be negotiated with the sponsor

MODE OF PAYMANT - FIRST YEAR

INSTALMENT	ITEMS	DIPLOMA COURSES (FIRST YEAR)			DEADLINE FOR PAYMENT
		DBA, DM, DA, DPS, DBA-HRM, DBA-RAM, DA-AT, DA-AF,DM-TEM, DA-BF)	**DICT**	**DMS**	
	Tuition Fees	600,000	655,000	655,000	
	Other Contributions				
	Registration Fees	16,000	16,000	16,000	
1ST INSTALMENT	Examination Fees	18,000	18,000	18,000	One Month after commencement of Semester
	NACTVET Fees	15,000	15,000	15,000	
	CBESO contribution	6,000	6,000	6,000	
	Student Welfare Contribution	5,000	5,000	5,000	
	Total	**660,000**	**715,000**	**715,000**	
	FOREIGN STUDENTS (US $)	**736**	**882**	**882**	

2ND INSTALMENT	Tuition Fees	600,000	655,600	655,000	One Month after commencement of Semester
	Other Contributions				
	Registration Fees	6,000	6,000	6,000	
	Examination Fees	33,000	33,000	33,000	
	CBESO contribution	6,000	6,000	6,000	
	Student Welfare Contribution	5,000	5,000	5,000	
	Total	**650,000**	**705,600**	**705,000**	
	FOREIGN STUDENTS (US $)	**736**	**882**	**882**	

MODE OF PAYMENT (SECOND YEAR)

INSTALMENT	ITEMS	DIPLOMA COURSES (SECOND YEAR)			DEADLINE FOR PAYMENT
		DBA, DM, DA, DPS, DBA-HRM, DBA-RAM, DA-AT, DA-AF,DM-TEM, DA-BF)	**DICT**	**DMET**	
1ST INSTALMENT	Tuition Fees	640,000	660,000	660,000	One Month after commencement of Semester
	Other Contributions				
	Registration Fees	2,000	12,000	12,000	
	Examination Fees	5,000	51,000	51,000	
	NACTVET Fees	15,000	15,000	15,000	
	CBESO contribution	6,000	7,000	7,000	
	Student Welfare Contribution	2,000	5,000	5,000	
	Total	**670,000**	**750,000**	**750,000**	
	FOREIGN STUDENTS (US $)	736	882	653	

	Tuition Fees	560,000	650,600	650,000	One Month after commencement of Semester
	Other Contributions				
	Registration Fees	10,000	-		
	Examination Fees	46,000			
	CBESO contribution	6,000	5,000	5,000	
2ND INSTALMENT	Student Welfare Contribution	8,000	5,000	5,000	
	Total	**630,000**	**660,600**	**660,000**	
	FOREIGN STUDENTS (US $)	736	882	653	

TUITION FEES FOR BACHELOR DEGREE PROGRAMS

Programs	Tuition Fee(in TZS)	Other Contribution (in TZS)	Total (in TZS)	Foreign (in USD)
Year 1-3 Bachelor in ICT (BIT)	1,555,600	115,000	**1,670,600**	1,867.60
Year 1-3 Bachelor in Metrology and Standardisation (BMES)	1,500,000	115,000	**1,615,000**	1,759.60
Year 1-3 Other Bachelor programs	1,450,000	115,000	**1,565,000**	1,680.60

MODE OF PAYMENT (FIRST YEAR)

INSTALMENT	ITEMS	BACHELOR DEGREE PROGRAMS (FIRST YEAR)			DEADLINE FOR PAYMENT
		BACC/BAF/BAT/ BBA/BBSE/BBA-HR/ BBA-RAM/BBF/BMK/ BDMK/ BEF/BMK-TEM/BPS/ BLT	BIT	BMET	

INSTALMENT	ITEMS				DEADLINE FOR PAYMENT
1ST INSTALMENT	Tuition Fees	714,500	767,000	739,500	One Month after commencement of Semester
	Other Contributions				
	Registration Fees	16,000	16,000	16,000	
	Examination Fessw	26,000	26,000	26,000	
	NACTE Fees	20,000	20,000	20,000	
	COBESO contribution	6,000	6,000	6,000	
	Student Welfare Contribution	5,000	5,000	5,000	
	Total	**787,500**	**840,000**	**802,500**	
	FOREIGN STUDENTS (US $)	**840**	**934**	**880**	
2ND INSTALMENT	Tuition Fees	735,500	788,600	760,500	
	Other Contributions				
	Registration Fees	6,000	6,000	6,000	
	Examination Fess	25,000	25,000	25,000	
	COBESO contribution	6,000	6,000	6,000	
	Student Welfare Contribution	5,000	5,000	5,000	
	Total	**777,500**	**830,600**	**802,500**	
	FOREIGN STUDENTS (US $)	**840**	**934**	**880**	One Month after commencement of Semester

MODE OF PAYMENT 2ND & 3RD YEAR

INSTALMENT	ITEMS	BACHELOR DEGREE PROGRAMMES (2ND & 3RD YEAR)			DEADLINE FOR PAYMENT
		BACC,BMK, BBA, BPS, BBSE, BBA-HRM, BBA-RAM, Bacc -AT, Bacc-AF,BM-TEM, Bacc -BF)	BIT	BMS	
1ST INSTALMENT	Tuition Fees	725,000	777,800	750,000	OOne Month after commencement of Semester
	Other Contributions				
	Registration Fees	6,000	6,000	6,000	
	Examination Fees	26,000	26,000	26,000	
	NACTVET Fees	20,000	20,000	20,000	
	CBESO contribution	6,000	6,000	6,000	
	Student Welfare Contribution	5,000	5,000	5,000	
	Total	**788,000**	**840,800**	**813,000**	
	FOREIGN STUDENTS (US $)	**343**	**366**	**353**	

2ND INSTALMENT	Tuition Fees	725,000	777,800	750,000	One Month after commencement of Semester
	Other Contributions				
	Registration Fees	6,000	6,000	6,000	
	Examination Fees	25,000	25,000	25,000	
	CBESO contribution	6,000	6,000	6,000	
	Student Welfare Contribution	5,000	5,000	5,000	
	Total	**767,000**	**819,800**	**792,000**	
	FOREIGN STUDENTS (US $)	**333**	**356**	**344**	

TUITION FEES FOR POSTGRADUATE DIPLOMA PROGRAMMES

POSTGRADUATE DIPLOMA COURSES			
INSTALMENT	**ITEMS**	**COURSE** **PGD**	**DEADLINE FOR PAYMENT**
1ST INSTALMENT	Tuition Fees	562,000	One Month after commencement of Semester
	Other Contributions		
	Registration Fees	33,200	
	Examination Fess	30,400	
	COBESO contribution	6,000	
	Student Welfare Contribution	5,000	
	Total	**636,600**	
	FOREIGN STUDENTS (US $)	**$918**	
2ND INSTALMENT	Tuition Fees	1,238,000	One Month after commencement of Semester
	Other Contributions		
	Registration Fees	20,000	
	Examination Fess	20,000	
	COBESO contribution	6,000	
	Student Welfare Contribution	5,000	
	Total	**1,289,000**	
	FOREIGN STUDENTS (US $)	**$918**	

INDICATIVE DIRECT STUDENTS COST FOR ACADEMIC YEAR 2024/2025

ITEMS	Local (TZS)	Foreign (USD)
Stationery	400,000	250.00
Books	800,000	500.00
Industrial Training Attachment allowances	635,000	689.00
Stipend	2,000,000	1,250.00
Medical Insurance	50,400	75.60
Accommodation	450,000	500.00
Total	**4,335,400**	**3,264.60**

NB: These indicative fees can be negotiated with the sponsor

TUITION FEES FOR MASTERS PROGRAMMES

Programmes	Tuition Fee(in TZS)	Other Contribution (in TZS)	Total (in TZS)	Foreigners (in USD)
Masters in Information and Communication Technology for Development (ICT4D)	4,700,000	162,000	4,862,000	3,160.60
Masters in IT- Project Management (IT-PM)	4,700,000	162,000	4,862,000	3,160.60
Masters in Supply Chain Management (MSCM)	4,500,000	162,000	4,662,000	2,960.60
Masters in International Business Management (MIBM)	4,500,000	162,000	4,662,000	2,960.60
Master of Business Administration in Human Resource Management (MBA-HRM)	4,500,000	162,000	4,662,000	2,960.60
Master of Business Administration in Marketing Management (MBA-MKTM)	4,500,000	162,000	4,662,000	2,960.60
Master of Business Administration in Banking and Finance (MBA-BF)	4,500,000	162,000	4,662,000	2,960.60
Master's in Project Management, Monitoring and Evaluation (MPMME)	4,500,000	162,000	4,662,000	2,960.60
Masters of Business Informatics (MBI)	4,500,000	162,000	4,662,000	2,960.60

INDICATIVE DIRECT STUDENTS COST FOR ACADEMIC YEAR 2024/2025

	Local (TZS)	Foreign (USD)
Stationery	400,000	250.00
Books	800,000	500.00
Research	3,500,000	1,800.00
Thesis production	200,000	125.00
Stipend	2,000,000	1,250.00
Medical Insurance	50,400	75.60
Accommodation	450,000	500.00
Total	**7,400,400**	**4,500.60**

NB: These indicative fees can be negotiated with the sponsor

MODE OF PAYMENT

INSTALMENT	ITEMS	MASTERS COURSES		DEADLINE FOR PAYMENT
		MICT4D & MIT- PM	MIBM & MSCM	
1ST INSTALMENT	Tuition Fees	1,409,000	1,409,000	One Month after commencement of Semester
	Other Contributions			
	Registration Fees	25,000	25,000	
	Examination Fess	35,000	35,000	
	NACTVET Fees	20,000	20,000	
	CBESO contribution	6,000	6,000	
	Student ID	10,000	10,000	
	Student Welfare Contribution	5,000	5,000	
	Total	**1,510,000**	**1,510,000**	
	FOREIGN STUDENTS (US $)	**988.60**	**988.60**	
2ND INSTALMENT	Tuition Fees	1,941,000	1,841,000	One Month after commencement of Semester
	Other Contributions			
	Registration Fees	15,000	15,000	
	Examination Fees	35,000	35,000	
	CBESO contribution	6,000	6,000	
	Student ID			
	Student Welfare Contribution	5,000	5,000	
	Total	**2,002,000**	**1,902,000**	
	FOREIGN STUDENTS (US $)	**1053**	**986**	

3rd INSTALMENT	Tuition Fees	1,350,000	1,250,000	During the period of research
	Other Contributions			
	Registration Fees			
	Examination Fees	-		
	CBESO contribution	-		proposal
	Student ID	-		
	Student Welfare Contribution	-		presentation
	Total	**1,350,000**	**1,250,000**	
	FOREIGN STUDENTS (US $)	**1053**	**986**	

COLLEGE OF BUSINESS EDUCATION

PROSPECTUS 2024/2025