TEOFILO KISANJI UNIVERSITY

"Training for Better Life"

APPLICATION FORM FOR ADMISSION INTO TEOFILO KISANJI UNIVERSITY POSTGRADUATE PROGRAMMES FOR 2016/2017 ACADEMIC YEAR

NOTES:

(i) This form should be typed or completed in BLOCK LETTERS, and returned to: Deputy Vice Chancellor Academic Affairs, (DVCAA) Teofilo Kisanji University, P.O. Box 1104, and MBEYA. TANZANIA EAST AFRICA.

(ii) Attach copies of (a) your current appointment letter (where applicable). (b) your professional and academic certificates and transcripts. (c) Birth certificate, (d) bank-pay in slip for application fee and (e) four photographs of not older than six months.

(iii) Applicants from East Africa pay in cash the sum of T.Shs. 50,000/= for application processing fee while others pay in cash the sum of US$50 or through any of the Bank Account Numbers shown in the table below.

	Name of Bank	Bank Account Number
1.	NBC	016103001650
2.	CRDB	01J1065895000
3.	NMB	6226600021

SECTION A

1. **Name** .....
   (Surname in capital letters) (Other names in full)

2. **Contact Address:**
   .....
   .....
   .....

3. **Permanent Address:** .....

   Telephone No: - ..... Mobile No. /Cell phone .....

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Email: .....

Nearest Town/City:

.....

4. **Date of Birth:** Day ..... Month ..... Year .....
5. **Citizenship** .....
6. **Religion**:.....
7. **Identity Card No.**.....
8. **Sex:** ..... **Marital Status**.....

SECTION B

9. **(a) Name of academic programme** applying for (e.g. PGDE/Master of Arts in Education/MBA/MTH/PhD) .....

(b) Mode of study (Tick (✓)as appropriate)

(i) Part time ☐ (iv) Morning ☐

(ii) Distance ☐ (v) Some other time ☐

(iii)Evening classes ☐

Specify if you opt for "some other time" the other time.....

10. **Institutions attended and qualifications obtained**.

QUALIFICATIONS	SCHOOL/COLLEGE/UNIVERSITY ATTENDED	YEAR OF COMPLETION	GPA/CLASS OBTAINED
(i) Academic			
(ii) Professional			

11. Working/Research experience (where applicable)

EMPLOYER	STATION OF WORK	OCCUPATION	PERIOD

SECTION C

12. Other programme specifications

a) Area of Study (e.g. Geography/Education/Business) .....

b) Faculty/Directorate/Institute/College: .....

c) Method of study and examination (This section is not applicable for Postgraduate Diploma programmes)

Select how you intend to pursue your studies from one of the following methods:

i) Coursework and dissertation or

ii) Thesis

iii) Proposed date for commencement of study .....

iv) Institution where work is to be done if not at the TEKU Mbeya Main Campus.

13. **How will you finance your studies** (e.g. Self sponsored/Have a sponsor)

.....

If sponsored (i) Address of Sponsor: .....

(ii) Email address of Sponsor: .....

(iii) Relationship with Sponsor:.....

14. **Name three persons to act as your referees**, they should be well placed to report on your potential as a postgraduate student in your chosen area of study and preferably should have been your lecturers/supervisor in degree courses.

Referee I

Name: .....

Address: .....

Phone No: - .....

Email: .....

Referee II

Name: .....

Address: .....

Phone No: - .....

Email: .....

Referee III

Name: .....

Address: .....

Phone No:- .....

Email: .....

SECTION D

DECLARATION BY APPLICANT

I hereby declare to the best of my knowledge that the information I have given is correct.

Signature: ..... Date: .....

NB: A Legal action will be taken against you for false information

15. For Official Use only:

Approved/Not approved for admission

Signature ..... Designation: .....

Date: .....

FEES STRUCTURE FOR 2016/17 ACADEMIC YEAR

POSTGRADUATE DIPLOMA IN EDUCATION (PGDE)

(IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000.00	50
Registration fee	50,000.00	50
SUB TOTAL	**100,000.00**	**100**
Tuition Fee	1,700,000.00	1,700
Examination Fee	100,000.00	100
TCU Quality Assurance	20,000.00	20
Caution Money	30,000.00	30
Research Project Supervision Fee	200,000.00	200
Identity Card	10,000.00	10
Student union	15,000.00	15
TEKU Development Fund	50,000.00	50
Health Insurance	80,000.00	80
SUB TOTAL	**2,205,000.00**	**2,205**
TOTAL	**2,305,000.00**	**2,305**
DIRECT COSTS (Incurred by the Student/Sponsor during studies)		
Accommodation and Meals (240 days @Tshs. 10,000.00, *estimated*)	1,200,000.00	1,200
Books and Stationery (*estimated*)	300,000.00	300
Internet Service (*estimated*)	50,000.00	50
Graduation Ceremony – Hire of Graduation Gown	40,000.00	40
Independent Research Project (*estimated*)	500,000.00	500
Teaching Practice (*estimated*)	420,000.00	420
SUB TOTAL	**2,510,000.00**	**2,510**
GRAND TOTAL	**4,815,000.00**	**4,815**
OTHER FEES (Mandatory depending on the student)		
Hostel Caution Money	50,000.00	50
Studies Postponement Fee per academic Year	50,000.00	50
Change of Course per Semester	50,000.00	50
Graduation Ceremony – Purchase of Graduation Gown *(optional)*	150,000.00	150

MASTER OF ARTS IN EDUCATION (MAEd)

(IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000	50
Registration fee	50,000	50
SUB TOTAL	**100,000**	**100**
Tuition Fee	3,200,000	3200
Examination Fee	100,000	100
Dissertation/Thesis Supervision Fee	1,000,000	1000
Caution Money	30,000	30
Identity Card	10,000	10
Student union	15,000	15
TEKU Development Fund	50,000	50
Health Insurance	80,000	80
TCU Quality Assurance	20,000	20
SUB TOTAL	**4,505,000**	**4,505**
TOTAL	**4,605,000**	**6,605**
INDIRECT STUDENT COSTS		
Accommodation and Meals	2,400,000	2,400
Books and Stationery	600,000	600
Internet Service	50,000	50
Research Funds	1,000,000	1,000
Graduation Ceremony	150,000	150
TOTAL	**4,200,000**	**4,200**
GRAND TOTAL	**8,805,000**	**8,805**
OTHER FEES (Mandatory depending on the student)		
Hostel Caution Money	50,000	50
Studies Postponement Fee per academic Year	50,000	50
Change of Course per Semester	50,000	50
Late Registration Fee per Semester	50,000	50
Special Examination Fee per Semester	100,000	100
Graduation Ceremony – Purchase of Graduation Gown *(optional)*	150,000	150

MASTERS IN BUSINESS ADMINISTRATION

(IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000	50
Registration fee	50,000	50
SUB TOTAL	**100,000**	**100**
Tuition Fee	3,200,000	3,200
Examination Fee	100,000	100
Dissertation/Thesis Supervision Fee	1,000,000	1,000
Caution Money	30,000	30
Identity Card	10,000	10
Student union	15,000	15
TEKU Development Fund	50,000	50
Health Insurance	80,000	80
TCU Quality Assurance	20,000	20
SUB TOTAL	**4,505,000**	**4,505**
TOTAL	**4,605,000**	**4,605**
INDIRECT STUDENT COSTS		
Accommodation and Meals	2,400,000	2,400
Books and Stationery	600,000	600
Internet Service	50,000	50
Research Funds	1,000,000	1,000
Graduation Ceremony	150,000	150
TOTAL	**4,200,000**	**4,200**
GRAND TOTAL	**8,805,000**	**8,805**
OTHER FEES (Mandatory depending on the student)		
Hostel Caution Money	50,000	50
Studies Postponement Fee per academic Year	50,000	50
Change of Course per Semester	50,000	50
Late Registration Fee per Semester	50,000	50
Special Examination Fee per Semester	100,000	100
Graduation Ceremony – Purchase of Graduation Gown *(optional)*	150,000	150

MASTER OF THEOLOGY (MTH)

(IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000.00	50
Registration fee	50,000.00	50
SUB TOTAL	**100,000.00**	**100**
Tuition Fee	3,000,000.00	3,000
Examination Fee	100,000.00	**100**
Dissertation/Thesis Supervision Fee	1,000,000.00	1,000
Caution Money	30,000.00	30
Identity Card	10,000.00	10
Student union	15,000.00	15
TEKU Development Fund	50,000.00	50
Health Insurance	80,000.00	80
TCU Quality Assurance	20,000.00	20
SUB TOTAL	**4,305,000.00**	**4,305**
TOTAL	**4,405,000.00**	**4,405**
DIRECT COSTS (ESTIMATED)		
Accommodation and Meals	2,400,000.00	2,400
Books and Stationery	600,000.00	600
Internet Service	100,000.00	100
Research Funds	1,000,000.00	1,000
Graduation Ceremony	150,000.00	150
SUB TOTAL	**4,200,000.00**	**4,200**
GRAND TOTAL	**8,605,000.00**	**8,605**
OTHER FEES (Mandatory depending on the student)		
Hostel Caution Money	50,000.00	50
Studies Postponement Fee per academic Year	50,000.00	50
Change of Course per Semester	50,000.00	50
Late Registration Fee per Semester	50,000.00	50
Special Examination Fee per Semester	100,000.00	100
Graduation Ceremony – Hire of Graduation Gown *(optional)*	40,000.00	40
Graduation Ceremony – Purchase of Graduation Gown *(optional)*	150,000.00	150

MASTER OF ARTS IN EDUCATION (BY THESIS)

TANZANIA STUDENTS (IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000	50
Registration fee	50,000	50
SUB TOTAL	**100,000**	100
Tuition Fee	3,200,000	3,200
Examination Fee	100,000	100
Independent Research supervision fee	1,500,000	1,500
Caution Money	30,000	30
Identity Card	10,000	10
Student union	15,000	15
TEKU Development Fund	50,000	50
Health Insurance	80,000	80
TCU Quality Assurance	20,000	
SUB TOTAL	**5,005,000**	**5,005**
TOTAL	**5,105,000**	**5,105**
DIRECT STUDENT COSTS		
Accommodation and Meals	2400,000	1,200
Books and Stationery	600,000	600
Internet Service	50,000	50
Research Funds	1,000,000	1,000
Graduation Ceremony	150,000	150
TOTAL	**3,200,000**	**3,200**
GRAND TOTAL	**8,305,000**	**8,305**
Hostel Caution Money	50,000	50
Studies Postponement Fee per academic Year	50,000	50
Change of Course	50,000	50
Late Registration Fee per Semester	50,000	50
Special Examination fee per Semester	100,000	100
Graduation Ceremony—Purchase of Graduation Gown(optional)	150,000	150

MASTER OF BUSINESS ADMINISTRATION (BY THESIS)

TANZANIA STUDENTS (IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000	50
Registration fee	50,000	50
SUB TOTAL	**100,000**	100
Tuition Fee	3,200,000	3,200
Examination Fee	100,000	100
Independent Research supervision fee	1,500,000	1,500
Caution Money	30,000	30
Identity Card	10,000	10
Student union	15,000	15
TEKU Development Fund	50,000	50
Health Insurance	80,000	80
TCU Quality Assurance	20,000	20
SUB TOTAL	**5005,000**	**4,005**
TOTAL	**5,105,000**	**5,105**
DIRECT STUDENT COSTS		
Accommodation and Meals	2,400,000	1,200
Books and Stationery	600,000	600
Internet Service	50,000	50
Research Funds	1,000,000	1,000
Graduation Ceremony	150,000	150
TOTAL	**4,200,000**	**4,200**
GRAND TOTAL	**9,305,000**	**9,305**
Hostel Caution Money	50,000	50
Studies Postponement Fee per academic Year	50,000	50
Change of Course	50,000	50
Late Registration Fee per Semester	50,000	50
Special Examination fee per Semester	100,000	100
Graduation Ceremony—Purchase of Graduation Gown(optional)	150,000	150

MASTER OF THEOLOGY (BY THESIS)

TANZANIA STUDENTS (IN TANZANIAN SHILLINGS)		FOREIGN STUDENTS
DIRECT COSTS TO THE UNIVERSITY	**TSHS.**	**US $**
Application fee	50,000	50
Registration fee	50,000	50
SUB TOTAL	**100,000**	100
Tuition Fee	3,200,000	3,200
Examination Fee	100,000	100
Independent Research supervision fee	1,500,000	1,500
Caution Money	30,000	30
Identity Card	10,000	10
Student union	15,000	15
TEKU Development Fund	50,000	50
Health Insurance	80,000	80
TCU Quality Assurance	20,000	20
SUB TOTAL	**5,005,000**	**5,005**
TOTAL	**5,105,000**	**5,105**
DIRECT STUDENT COSTS		
Accommodation and Meals	2,400,000	1,200
Books and Stationery	600,000	600
Internet Service	50,000	50
Research Funds	1,000,000	1,000
Graduation Ceremony	150,000	150
TOTAL	**4,200,000**	**4,200**
GRAND TOTAL	**9,305,000**	**9,305**
Hostel Caution Money	50,000	50
Studies Postponement Fee per academic Year	50,000	50
Change of Course	50,000	50
Late Registration Fee per Semester	50,000	50
Special Examination fee per Semester	100,000	100
Graduation Ceremony—Purchase of Graduation Gown(optional)	150,000	150

FEE STRUCTURE FOR PhD

FEE STRUCTURE FOR PhD BY THESIS

DIRECT COST TO STUDENTS

UNIVERSTY DIRECT COST (T.shs) FOR 2015/2016 ACADEMIC YEAR					
Cost item	**Year 1**	**Year 2**	**Year 3**	**Total**	**INTERNATIONAL STUDENTS US $**
Application fee	100,000			100,000	100
Registration fee	100,000			100,000	100
Sub-total (i)	**200,000**			**200,000**	**200**
Tuition fees	3,000,000	3,000,000	3,000,000	9,000,000	9,000
Thesis Supervision fees (annual)	2,000,000	2,000,000	2,000,000	6,000,000	6,000
Caution deposit.	50,000			50,000	50
Examination fee			400,000	400,000	400
Health Insurance	80,000	80,000	80,000	240,000	240
Student organization	15,000			15,000	15
TEKU Development fund	50,000			50,000	50
Graduation charges			100,000	100,000	100
Certificate charges				50,000	50
Student identity card	10,000			10,000	10
TCU Quality Assurance	20,000			20,000	20
Sub-total (ii)	**5,225,000**	**5,080,000**	**5,580,000**	**15,935,000**	**15,935**
Subtotal (a) =(i) + (ii)]	**5,425,000**	**5,080,000**	**5,680,000**	**16,135,000**	**16,135**
Extended Tuition Fees			1,000,000	1,000,000	**1000**

PhD DIRECT STUDENT COST					
Cost item	**Year 1**	**Year 2**	**Year 3**	**Total**	**Total**
Accommodation & meals	10,800,000	10,800,000	10,800,000	32,400,000	32,400
Books and Stationary	600,000	600,000	600,000	1,800,000	1,800
Internet Services	200,000	200,000	200,000	600,000	600
Research Funds	3,000,000			3,000,000	3,000
Graduation Ceremony			200,000	200,000	200
Hire Graduation Gown			100,000	100,000	100
GRAND TOTAL	**14,600,000**	**11,600,000**	**11,900,000**	**38,100,000**	**38,100**

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