TEOFILO KISANJI UNIVERSITY

Training For Better Life"

UNDERGRADUATE PROSPECTUS FOR 2025/2026 ACADEMIC YEAR











THEME 2025/2026: MENTAL HEALTH FOR ACADEMIC DEVELOPMENT

EXECUTIVE OFFICERS OF TEOFILO KISANJI UNIVERSITY



Rt. Rev. Conrad Nguvumali
The Lead Bishop of the Moravian Church in Tanzania, the Chancellor and Chairperson of the Board *of Trustees of TEKU*



Dr. Agrey Mulimuka
Chairperson of the University Council of Teofilo Kisanji University

SENIOR OFFICERS OF TEOFILO KISANJI UNIVERSITY



Prof. Hermas J. M. Mwansoko
VICE CHANCELLOR



Prof. Tuli Kassimoto

DEPUTY VICE CHANCELLOR ACADEMIC AFFAIRS.



Prof. Elia Shabani Mligo

DEPUTY VICE CHANCELLOR FOR PLANNING, FINANCE AND ADMINISTRATION

MESSAGE FROM THE VICE CHANCELLOR

Teofilo Kisanji University (TEKU) is owned by the Moravian Church in Tanzania. Its origin traces back to a theological college established in the early 1960s. In 2004, the Moravian Church leadership decided to transform the theological college into a university. TEKU was granted a Certificate of Provisional Registration in April 2006 and a Certificate of Full Registration in September 2007. In 2010, the University received a signed Charter and official University Rules from the President of the United Republic of Tanzania. On 28th October, 2023 the university was given a Certificate of Accreditation.

In the 2018/2019 academic year, the University streamlined its academic programmes to enhance efficiency by suspending some programmes for review. Currently, the University comprises three faculties:

- **Faculty of Humanities and Social Sciences**, offering a Bachelor of Divinity degree; Bachelor of Arts in Economics, Bachelor of Arts in Social work, Bachelor of Arts in Sociology, Bachelor of Arts in Community Development, and Bachelor of Human Resources Management
- **Faculty of Education**, offering two programmes: Bachelor of Arts with Education and Bachelor of Education in Languages;
- **Faculty of Science and Technology**, offering the Bachelor of Science with Education, Bachelor of Science in Environmental Science and the Bachelor of Science in Computer Science.

In addition to the academic faculties, the University has several key administrative and academic support units, including:

- Research, Consultancy and Publications Unit
- Higher Degrees Unit
- Undergraduate Studies Unit
- Quality Assurance Unit
- Examinations and Admissions Unit
- Public Relations and Marketing
- Internationalization and Convocation Unit
- Financial Unit
- Planning and Development Unit
- Human Resources Management Unit
- Information Technology and Data Management Unit

TEKU also runs **Continuing Education Programmes**, offering various certificate and diploma programmes, including those in Health and Allied Sciences. All non-degree programmes are accredited by **NACTVET**. The University is committed to producing competent and high-integrity graduates. All students are expected to work hard to achieve their personal goals and contribute meaningfully to the nation's development. Students are required to comply with all policies and regulations as outlined in the University Prospectus, the University Charter, the TEKUSO Constitution, and the Students' By-laws.

TEKU provides adequate infrastructure, resources, and qualified academic and administrative staff to ensure a comfortable and effective learning environment. The student hostels are well-furnished and offered at affordable rates, providing a conducive living space for learning and personal growth. This Prospectus is designed to offer essential information for prospective students and other stakeholders interested in TEKU. Students are encouraged to think critically and to seek accurate information rather than relying on rumors.

TEKU's motto is "Wisdom and Peace." The University fosters a peaceful learning environment, and students are expected to uphold this peace while striving to acquire knowledge. All students and staff are guided by the principle **"Excellence Starts with Me,"** which promotes personal responsibility and commitment to academic and professional growth.

You are warmly welcome to study at TEKU and pursue an education that will transform your life and contribute to the development of our nation.



Prof. Hermas J. M. Mwansoko

VICE CHANCELLOR

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A LIST OF ABBREVIATIONS AND ACRONYMS

ACSEE	Advanced Certificate of Secondary Education Examination
AHRMC	Appointments and Human Resources Management Committee
B.A (Ed)	Bachelor of Arts with Education
BD	Bachelor of Divinity
BoT	Board of Trustees
BSCCS	Bachelor of Science in Computer Science
BSC. ED	Bachelor of Science with Education
DASS	Department of Arts and Social Sciences
CEP	Continuing Education Programmes
CHDU	Coordinator of Higher Degrees Unit
DAP	Directorate of Administration and Planning
DED	Department of Education
DEE	Degree Entrance Examination
DFED	Dean, Faculty of Education
DFoST	Dean, Faculty of Science and Technology
DOTH	Department of Theology
DLIS	Directorate of Library and Information Services
DoS	Dean of Students
DVCAA	Deputy Vice Chancellor Academic Affairs
DVCPFA	Deputy Vice Chancellor Planning, Finance, and Administration
EAU	Examination and Admission Unit
FED	Faculty of Education
FoST	Faculty of Science and Technology
FHASS	Faculty of Humanities Arts and Social Sciences
HDU	Higher Degrees Unit
HESLB	Higher Education Students Loan Board
HRO	Human Resources Officer
ICT	Information and Communication Technology
MOTHECO	Moravian Theological College
MCT	Moravian Church in Tanzania
NACTVET	National Council for Technical and Vocational Education Training
PhD	Doctor of Philosophy
PO	Planning Officer
PRMO	Public Relations and Marketing Officer
RAAWU	Researchers, Academicians, and Allied Workers Union
RCPU	Research Consultancy and Publications Unit

REO	Regional Education Officer
QAU	Quality Assurance Unit
TCU	Tanzania Commission for Universities
TEKU	Teofilo Kisanji University
TEKUNASA	Teofilo Kisanji University Non Academic Staff Association
TEKUASA	Teofilo Kisanji Academic Staff Association
TEKUSO	Teofilo Kisanji University Students Organisation
USU	Undergraduate Studies Unit
UEO	University Examinations Officer
VC	Vice Chancellor

UNIVERSITY UNDERGRADUATE ACADEMIC PROGRAMMES OFFERED IN THE 2025/2026 ACADEMIC YEAR

SN	PROGRAMME CODE	PROGRAMME TITLE
1.	TK002	Bachelor of Arts with Education (BAED)
2.	TK010	Bachelor of Divinity (BD)
3.	TK016	Bachelor of Science with Education (BSC. ED) Chemistry/Biology and Geography.
4.	TK017	Bachelor of Science in Computer Science (BSCS)
5.	TK015	Bachelor of Science in Environmental Science (BSCES)
6.	TK019	Bachelor of Arts in Economics (BAEC)
7.	TK020	Bachelor of Arts in Human Resource Management (BAHR)
8.	TKO21	Bachelor of Arts in Sociology (BASO)
9.	TK022	Bachelor of Arts in Social Work (BASW)
10.	TK023	Bachelor of Arts in Community Development (BACD)

CHAPTER 1

1.0 GENERAL INFORMATION

1.1 Background Information

Teofilo Kisanji University (TEKU) was established in 2006 and is fully registered with the Tanzania Commission for Universities (TCU) as a private higher learning institution. It is owned by the Moravian Church in Tanzania, under the Board of Trustees, as provided in the University Charter and Trust Rules, and in accordance with the Universities Act No. 7 of 2005. The University is situated in south-western Tanzania, in Mbeya City. It is located at Block T, along the Tanzania-Zambia highway, about 500 metres from the main road.

1.2. Vision

Teofilo Kisanji University (TEKU) aspires to be a centre of excellence in facilitating the acquisition of knowledge, professional skills, and values across diversified disciplines that contribute to the transformation of society.

1.3. Mission

The mission of the University is to provide opportunities for learning and to conduct training, research, and consultancy in the areas of theology, education, social sciences, natural sciences, business, and any other fields the University deems beneficial to the community.

1.4. TEKU Core Values

1.4.1 **Community**: We are committed to the cultivation of positive relationships between community, students, faculties, academic and administrative staff, and institution owners

1.4.2 **Integrity**: We are committed to creating an honest community with high academic and ethical standards, accountability, efficiency, transparency, creativity, innovativeness and respect to each other.

1.4.3 **Diversity**: We are committed to providing a conducive environment free from discrimination with respect to sex, gender, race, religion, socioeconomic status, and physical abilities.

1.4.4 **Justice**: We are committed to peace building and peaceful conflict resolution through the observance of human rights.

1.4.5 **Stewardship**: We are committed to making decisions that ensure the long-term survival of TEKU through teamwork and maximization of the value of human, financial, and physical resources.

1. 4.6 **Excellence:** We are committed to seeking the personal and intellectual transformation through training, research, and public service

1.5 Objectives

1. 5.1. General Objective

The general objective of Teofilo Kisanji University is to be a centre for excellence for providing quality education through training in short and long course programmes and in sustainable research and consultancy activities.

1.5.2 Specific Objectives

The specific objectives are:

i. To assume a leading role in the responsibility for University education in the country and make provisions for centres and places of learning, education (including continuing education), professional or vocational training and research;

ii. To endeavour to excel in knowledge and human resources capacity building by ensuring a balance between quantity and quality and avoiding by imparting elitist values to the products of the University;

iii. To ensure as a matter of principle, integration of research, teaching and consultancy at the immediate subject area level with a view to building a distinctive characteristic of the products of the university as scientific professionals and the services of the university and of its staff as symbols of scientific professionalism;

iv. To provide, promote and maintain centres of excellence and exemplary good management in terms of knowledge creation, skills development, effective entrepreneurship and formation of a responsible attitude for the betterment of the society;

v. To be producer and supplier of key policy makers, experts and personnel in charge of key positions in sectors including industry, public and private, governmental and non-governmental institutions;

vi. To advance the frontiers of, enhancing, preserving and transmitting knowledge;

vii. To provide opportunities and prepare students for work as professionals by providing the academic and professional and/or vocational courses of instruction and take such other steps as may appear necessary or desirable with a view as far as possible to ensuring good output.

viii. To provide learning and employment opportunities for persons from disadvantaged groups such as those with physical disabilities, orphans and the most vulnerable persons;

ix. To stimulate and promote intellectual, cultural, scientific and technological development;

x. To promote research into scientific, technological, economic, political, social, cultural, and other matters in the interests of Tanzania and mankind in general;

xi. To promote and ensure gender equity and mainstreaming in students' enrolment, staff recruitment and governance;

xii. To do in accordance with the general law of the United Republic of Tanzania and the Act, all such acts and things, whether or not incidental to these objects, and whether within or without the United Republic of Tanzania as may be requisite in order to further these objectives;

xiii. To institute and award professorships and other posts and offices and make appointments thereto in line with such organizational structure as shall be approved by the Council;

xiv. To institute and award fellowships, scholarship, bursaries, medals, prizes and other distinction awards and forms of assistance or sponsorship for the advancement and

dissemination of knowledge;

xv. To provide opportunities for students to engage in productive, service and entertainment activities in medical allied health sciences, industrial, commercial and cultural spheres in and outside the University;

xvi. To Cooperate with the Government of the United Republic of Tanzania and the peoples of Tanzania in the planned and orderly development of education, science and technology in the United Republic;

xvii. To establish mutually negotiated, beneficial and durable links with institutions of learning and research within Tanzania and other countries;

xviii. To erect, equip and maintain libraries. Laboratories, workshops, Museums, art galleries, lecture halls, theatres and rooms halls of residence and other buildings and facilities required for the purpose of the University, including providing its community with a good working and living environment in the University campuses;

xix. To establish and maintain botanical gardens, demonstration zoos, including small animal zoos, aquaria, research parks and ponds, and the like as well as boutiques, hostels shops physical education and training grounds and the like for purposes of facilitating, expanding perspectives of and promoting, teaching, learning entrepreneurship and research;

xx. To provide and regulate residence, medical, recreational and containment facilities, conveniences and opportunities for officers' staff, employees and students of the University including the disabled;

xxi. To demand and receive such fees as may from time to time be prescribed by the Council;

xxii. To enter into such contracts, establish such trusts and appoint such officers, staff employees, agents and independent contractors as may be required by the University;

xxiii. To establish pension superannuation and provident fund schemes for the benefit of its officers, staff or employees or any section thereof and enter into arrangements with the Government and insurance companies, trustee companies or other organizations or any person or persons for the operation of such schemes, jointly, severally or otherwise;

xxiv. To acquire property movable and immovable, and take, accept and hold any property which may become vested in it by way of purchase, exchange, grant, donation lease and sell, mortgage, lease, license, hire out exchange or otherwise dispose of any of any property held by it;

xxv. To borrow money for any purpose deemed fit by the Council and invest in land or securities such as funds as may be vested in it for the purpose of endowment, whether for general or special purposes, or such other funds as may not be immediately required for current expenditure;

xxvi. To admit graduates of other universalities to degrees of equal or similar rank in the University;

xxvii. To affiliate other institutions or admit the members, thereof to any of its privileges and accept attendance at course of study in such institutions in place of such part of the attendance at course of study in the university and upon such terms and conditions and subject to such rules as may from time to be determined by the University or to recognize any members of the teaching staff of any College or institution whether affiliated to the University or not as teachers of the University;

xxviii. To enter into an agreement with any other institution for the incorporation of that institution into the University and for taking over its property and liabilities and for any purpose not repugnant to the Charter and these Rules;

xxix. To do in accordance with the general law of the United Republic, including the Charter, and these Rules; all such acts and things whether or not incidental to these objects, powers and functions and whether within or without the United Republic as may be requisite in order to further these objects, powers and functions or any of them.

xxx. To Establish business companies to support the financial running of the Institution.

1.6 Educational Philosophy

The philosophy of Teofilo Kisanji University states: (i) Determination, discipline, and focus on University's vision by all TEKU employees are the key to success.

1.7 University Functions

i. To provide courses leading to degrees, diplomas, certificates, and other academic awards, including short-term training for persons requiring remedial training in order to qualify for entry into various academic programmes of TEKU.

ii. To conduct examinations and confer degrees, diplomas, certificates and other awards, upon persons who have followed courses of study approved by the Senate, and additionally or alternatively, have satisfied such other requirements as may be determined by the Senate and revoke the same for good cause.

iii. To confer honorary degrees in accordance with such requirements as may be determined by the Senate.

iv. To provide for and pursue original research and scholarship, innovation and advancement of knowledge, and consultancy at the highest level whether on a full time or part time basis, by correspondence or extramural, and take such other steps as may appear necessary and desirable for the advancement and dissemination of knowledge.

v. To provide a centre for the advancement of knowledge and continuing education by preparing students' minds for clear and independent thinking with a view to developing their fundamental capabilities to the fullest extent.

vi. To endeavour, to erect, equip and maintain laboratories, offices, halls of residence, lecture theatres, libraries, and other buildings and structures required for the promotion of its objectives.

vii. To regulate and endeavour the provision of housing of its students and members of staff.

viii. To collaborate with other higher learning Institutions in the Africa and worldwide for integral development and understanding and promotion of cultures and the environment.

1.8 The Corporate Strategic Plan

1.8.1 For an operational development, Teofilo Kisanji University has developed the 4th Corporate Strategic Plan **2022/2023 – 2026/2027** in order to guide the University operations and

improve service delivery. The Plan lays emphasis on the following priority areas:

i. Financial management,
ii. Institutional transformation,
iii. Research and publications,
iv. Education and training,
v. Governance and administration,
vi. Teaching and learning,
vii. Institutional marketing,
viii. Physical Infrastructures and equipment,
ix. Institutional linkages
x. Crosscutting issues (Health and safety, HIV/AIDS, gender, child protection and environmental issues).
xi. Consultancy services

1.9 Units of the University

1.9.1Quality Assurance Unit

i. The Quality Assurance Unit acts as the central repository of the processes that underpin the University's approach to the management of standards and quality education.
ii. It details a range of procedures and codes of good practice that help to regulate the University's approach to quality education assurance.
iii. Quality Assurance Unit contains a variety of *guidance* and *advice* that is commended to users to assist in the enhancement of quality and standards of teaching and learning activities at university.
iv. Quality Assurance Unit always aims at making TEKU produce very competitive graduates. As a result, TEKU has formed quality assurance committees in each section, department and faculty to oversee the delivery of quality teaching and other services. Thus, the primary objective of Quality Assurance Unit is:
v. Enhancement of the quality of the teaching and learning experience and the maintenance of academic standards at TEKU. This is achieved through effective cooperation between academic and administrative staff and students.
vi. To set guidelines for Monitoring the effectiveness of its quality assurance procedures to assure that they are operating in accordance with good practice, in the best interests of students, staff and the community in the maintenance of academic standards.

1.9.2. Research Consultancy and Publications Unit (RCPU)

The RCPU Unit coordinated all research, Consultancy and publication activities of the University.

1.9.3. Higher Degrees Unit (HDU)

The Unit Coordinates the Post Graduate Programmes which are run by the Academic faculties. It Coordinates Postgraduate Diploma Programmes, Masters and Doctor of Philosophy programmes.

1.9.4 Undergraduate Studies Unit (USU)

The Unit Coordinates all Undergraduates Programmes conducted by the Academic faculties.

1.9.5 Examination and Admissions Unit (EAU)

This Unit Coordinates examinations and Admissions activities.

1.9.6 Continuing Education Programmes:

This Unit Coordinates short courses Certifications and Diploma Programmes which are accredited by NACTVET (NTA Level 4, 5 and 6).

1.9.7. Internationalization and convocation Unit
1.9.8. Finance Unit
1.9.9. Planning and Development Unit.
1.9.10. Human Resources Unit
1.9.11. Public Relations and Marketing Unit
1.9.12. Information Technology and Data Management Unit

1.10 Governing Boards

TEKU is governed by the Board of Trustees as provided for in the Charter and Trust Rules of the University. The governing bodies of TEKU include the Council, which is responsible for policymaking monitoring, and evaluation; and the Senate, which is responsible for all academic matters.

1.11 Spokesperson of the University

The Vice Chancellor (VC) is the only spokesperson who can allow the media on campus. A person who calls a media or reports on the University issues without the consent of the VC shall be subject to disciplinary action.

1.12 Academic Faculties

The University has three academic faculties, namely; Faculty of Humanities and Social Sciences (FHSS) Faculty of Education (FED), and Faculty of Science and Technology (FoST)

1.12.1 Faculty of Humanities and Social Sciences. (FHSS)

The faculty was established in February 2020 after merging two faculties, the faculty of Theology and faculty of Arts and social Sciences the Faculty of Humanities and Social Sciences incorporates the former Faculty of Theology and Faculty of Arts and Social Sciences. The two faculties were merged in Order to improve provision of high quality services. The Faculty has two departments, The Department, of Theology and the Department of Arts and Social Sciences which originates from September 2009 when the Faculty of Arts and Social Sciences was established. The history of Department of Theology, goes back to the early years of the Moravian Theological College in the late 1960s.

The Department of Theology prepares students for the Certificate in Theology (CTH), Diploma in Theology (DTH) and Bachelor of Divinity (BD) programme in Theology. It also offers postgraduate programmes of Master of Theology with specialization in systematic, Biblical, Historical, Liberal Arts and Pastoral Theology, and the PhD in Theology. The Department of Theology has 3 Units which are: (i). Biblical Theology (ii) Historical Theology, and Systematic Theology (iii) Practical Theology and Liberal Arts.

Subsequently, the department of Arts and Social Sciences offers a broad range of art courses like Geography, History and linguistics, and also Humanity programmes including Bachelor of Arts in Sociology, Bachelor of Arts in Community Development, Bachelor of Arts in Social Work, Bachelor of Human Resource Management, and Bachelor of Arts in Economics.

1.12.2 Faculty of Education (FED)

The Faculty of Education was established in 2006. The Faculty prepares students for the degree programmes of Bachelor of Arts with Education (BAED). The faculty of Education has one department, which is: The Department of Education (DED).

1.12.3 Faculty of Science and Technology (FoST)

This faculty was established in 2012/2013 academic year and has one departments of Science and Technology

i. The Department of Science and Technology comprises of the natural science courses and all studies related to ICT and Environmental Science and Technological programmes..

CHAPTER 2
2.0 ADMISSION AND REGISTRATION REGULATIONS

2.1 Entry Requirements

There are three entry schemes available for selecting applicants, i.e. direct entry, equivalent qualification and recognition of prior learning. The minimum entry requirements for degree level programmes under each scheme are as follows:

2.1.1 Direct Entry Scheme

Applicants under this scheme must apply to the University through online application system and must fulfil the following conditions:

i. Must hold at least **Four** O-level **credit passes** in relevant subjects.
ii. Students must have at least TWO principal level passes (TWO Ds) in appropriate subjects at "A" level education and must have grade point average of not less than 4.0, where: A = 5, B = 4, C = 3, D = 2, E = 1, S = 0.5 and F = 0.

2.1.2 Equivalent Qualifications Entry Scheme

i. Applicants under the equivalent qualifications scheme must meet the following conditions before they can be selected to join the University:

ii. Must hold at least four passes (Ds and above) in O Level examination in relevant subjects Must hold a diploma with at least a GPA of 3.0 or Full Technician Certificate (FTC) of a GPA of 3.0 obtained from a recognized institution.

iii. Ordinary Diploma (NTA Level 6) with at least GPA of 3.0 from a recognized institution OR Pass the Recognition Prior Learning (RPL) examination with a B grade OR Diploma in Teacher education with an average of C grade OR Second Class diploma for classified non NTA diplomas OR Average of B grade or Lower second class in recognised pre entry programme offered by technical institutions accredited by NACTE for both A Level and Diploma holders with lower than minimum entry requirements.

2.1. 3 Additional requirements

Additional requirements for entry to a particular Programme may be prescribed, but these will not in any case involve more than two passes at Principal level and one pass at subsidiary level in appropriate subjects. The following faculty requirements will be observed.

2.1.4 Programme Specific Admission Requirements

iii. **BA (Ed)** Two principal passes in the following subjects: History, Kiswahili, English or Geography. Diploma in Teacher education with an average of C grade OR Second Class diploma for classified non NTA diplomas OR Average of B grade or Lower second class in recognised pre entry programme offered by technical institutions accredited by NACTE for both A Level and Diploma holders with lower than minimum entry requirements.

a. Bachelor of Science with Education BSc. (Ed): Two or more principal passes with 4 points in science subjects (Chemistry, Biology, Geography) or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in the respective subjects

b. BSc Computer Science (BSCCS) : Two passes with 4 points from the following subjects Biology, Geography, Physics, Mathematics and Chemistry or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in computer science/skills or science programmes.

c. **Bachelor of Human Resources Management (BHRM):** Two principal passes with a minimum in Arts, Science or Business studies. or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in human resources management, community Development, divinity, business studies and all arts and science programmes.

d. **Bachelor of Arts in Economics (BAEC):** Two principal passes in the following subjects: Mathematics, Economics, Business Studies, Agriculture, Food and Nutrition, Accountancy, Geography, Physics, Chemistry, Biology, Commerce, History, Computer Sciences, Islamic Knowledge. or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in the mentioned subjects.

e. **Bachelor of Science in Environmental Science (BSc (ES):** Two principal passes in the following subjects: Physics, Chemistry, Biology, Computer Studies, Agriculture, Geography or Advanced Mathematics. or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in the arts and science programmes.

f. **Bachelor of Arts in Community Development (BACD):** Two principal passes with a total of 4.0 points in **any** subjects in the Advanced Certificate of Secondary Education Examination (ACSEE) or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in the arts and science programmes.

g. **Bachelor of Arts in Sociology (BASO):** Two principal passes with a total of 4.0 points in **any** subjects in the Advanced Certificate of Secondary Education Examination (ACSEE). or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in the arts and science programmes.

h. **Bachelor of Arts in Social Work (BASW):** Two principal passes with a total of 4.0 points in **any** subjects in the Advanced Certificate of Secondary Education Examination (ACSEE). or a diploma of at least second class obtained at a recognized college or with a GPA of 3.0 or above in the arts and science programmes.

Bachelor of Divinity (BD): Two principal passes with a total of 4.0 points in **any** subjects in the Advanced Certificate of Secondary Education Examination (ACSEE). or a

Diploma of at least second class obtained at a recognized college or with

a GPA of 3.0 or above in the arts and science programmes.

2.2 Application for Admissions

2.2.1 TEKU accepts students irrespective of creed, race, religious or political affiliation in accordance with the government policy.

2.2.2 All applications for direct or equivalent entry schemes should be sent to

Teofilo Kisanji University (TEKU) through online application system

of TEKU as www.ac.tz or consult the TEKU help desks situated in Mbeya main campus.

2.3 Registration

2.3.1 Successful applicants will be registered only after they have paid the requisite University non-refundable registration fee of Tshs. 4**0,000/=** through the bank, and present a receipt from TEKU cashier to the Admissions Office.

2.3.2.A prospective student must submit completed joining instructions form accompanied with pay-in slip of tuition fee and registration fee.

2.3.3.A prospective student must submit a fully completed Medical Examination form to prove her/his fitness to pursue University programmes.

2.3.4. Any newly admitted student shall pay TEKU Development Fund of Tshs. **80,000/=**during registration.

2.3.5. The deadline for registration for first year students shall be four weeks from the first day of the beginning of classes.

2.3.6. Students shall not be allowed to change their names other than the names they had registered in the online application system and which appear in their "O" Level Certificates; and students' names shall always start with the first name.

2.3.7. A student shall be allowed to postpone studies with written approval from the Admissions and Examinations Committee, or if the student fails to pay fees or any other reasons that shall be approved by the Admissions and Examinations Committee. Request for postponement must be accompanied by a TEKU receipt of Tsh. 30,000/=

2.3.8. Postponement of the studies shall be for a period not exceeding two academic years or four semesters. This should be done four weeks after the beginning of semester classes.

2.3.9. Students shall be allowed to change a programme within two weeks of the beginning of classes. A student who wants to change a programme other than the programme applied for, He/she, shall have to pay Tsh. **30,000/=** and present the TEKU receipt to the admissions Officer.

2.3.10. No student shall be allowed to register or attend classes at the University unless the required fees and other charges have been paid and required certificates have been submitted.

2.3.11. The maximum period of registration is five years for all programmes

2.3.12. All students, if accepted, are expected to conform entirely to University Rules and Regulations.

2.4 Registration of courses

2.4.1. All students are required to register for the courses they are required to take each semester. A student shall be eligible for registration after payment of the set amount of tuition fees.

2.4.2. Course registration shall be done online using TAIS. Each student must make sure that he/she registers the courses properly. Wrong registration of a course shall be penalised by paying a fine of Tsh. **5,000/=**per course before allowing the student to make corrections.

2.4.3. Course registration commences three days before the beginning of classes of the respective semester; and must be completed within the first two weeks of class for a semester, or the student must defer his/ her studies until a succeeding semester.

2.4.4.A student cannot register for classes if he/she owes the university any amount for a prior semester or cannot pay the instalment due for the current semester.

2.4.5.A student who has not been registered shall be considered not attending classes and shall not be allowed to do any University examinations. Unregistered students, who attempt to attend classes, reside in the dormitories, and/or access any other university services are subject to immediate expulsion from campus and can be deferred or discontinued from their studies.

2.4.6. Late registration shall be accepted after payment of Tsh. **50,000/=** after the deadline of the registration period, but not more than four weeks after the beginning of classes.

2.4.7. The university has the right to make changes in the policies, prices and programmes without prior consent.

2.5.Students with Special Needs

Physically handicapped candidates are accepted for studies at TeofiloKisanji University. Special facilities are installed to cater for students with special needs.

2.6 Possession of Identity Card (ID)

Students shall keep the ID at all times while on TEKU premises. The ID shall be demanded on: Entering and using the Library, in borrowing books and other library services; Entering the computer room and using the computers; Entering an examination room and sitting for TEKU examinations; and Entering the TEKU premises.

CHAPTER 3

3.0 ACADEMIC POLICIES

3.1Academic Calendar

The academic calendar is organized into semesters. Courses are coded by level of academic progression and are assigned credits. Each course is examined at the end of the semester.

3.2. Daily Class Schedule

Classes start from **07.00** hours to **22.00** hours from Monday to Friday; and **8.00** hours to **16.00** hours on Saturdays. No classes on Sundays and public holidays shall be conducted unless it is agreed between class members and the Course Instructor.

3.3. Compulsory and Elective Courses

Students shall take all compulsory (core) courses and some selective courses depending on the programme. Elective courses shall be graded in the same manner as core courses.

3.4. Academic Integrity

3.4.1. The academic community of TEKU believes that one of the goals of a Christian institution of higher education is to strengthen academic integrity and responsibility among its members. To this end, the university emphasizes the importance of sound judgment and a personal sense of responsibility to each student.

3.4.2. All members of the academic community are expected to observe the highest standards of academic integrity.

3.4.3. Academic dishonesty is a serious offence at TEKU because it undermines the bonds of trust and personal responsibility between and among students and faculty, weakens the credibility of the academic enterprise, and defeats those who believe in the value of academic integrity. Academic dishonesty can take several forms including:

i. **Cheating** – Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise (test, exercise, etc.)

ii. **Fabrication** – Intentional and unintentional table creation of data/information and pretending to have obtained it from the original source. It is cooking data/information.

iii. **Falsification** or intention of falsification of any information or citation in an academic exercise.

iv. **Facilitating academic dishonesty** – intentionally or knowingly helping or attempting to help another student commit a breach of academic integrity.

v. **Plagiarism** – representing the words or ideas of another as one's own in any academic exercise without acknowledging the source

3.4.4.A student who commits an act of academic dishonesty shall be dismissed from the University for a period of not less than two years.A student will apply to return to the University to complete his/her studies and will start the semester where he/she reached

3.5. Incomplete Work

3.5.1 Students who do not complete assigned work by the end of the semester shall not be allowed to sit for the end of semester University Examina tions (UE), and shall be required to carry over the course in the pro spective semester when the course is offered.

3.5.2. If a student has more than four incomplete works shall be dismissed from the University. Exceptions will be made only in extenuating circumstances.

3.5.3. For 1st year students a student shall be allowed to sit for University Examinations after passing course work by getting 30 marks or above. For 2nd and 3rd year students, a student shall be allowed to sit for University examinations after passing the course work by getting 20 marks or above of the course work. Equally, a student shall be considered to have passed the University examinations if he/she gets marks of not less than 20. marks less than 20 marks in the university examination will lead to "*technical*" st supplementary. On the other hand, a 1st year student a student shall be considered to have passed the University examinations if he/she gets marks of not less than 13.3. marks less than 13.3 marks in the university examination will lead to "*technical*" supplementary.

3.6 Promotion to Next Academic Year

3.6.1. There are two categories of students: First year students who are following the new reviewed curricula (competency based learning curricula) and 2nd and 3rd year continuing students who are still adhering to the old curricula. For promoting the student to the next academic year, average GPA shall be calculated on annual basis by taking into consideration the two academic semesters. Additionally, a student must pass both the Course Work and the University Examinations by the set limits. For first year students course work carries 60% of scores, and thus accordingly course work pass mark is 30%. As for University Examinations total score is 40%. For 2nd year and 3rd year students, total score for course work will remain to be 40% and minimum score for course work will remain to be 20%. Total score for University Examinations will be 60%.

3.6.2. A candidate who attains a D grade and has an average GPA of 1.8 or above shall sit for supplementary examinations.

3.6.3. A candidate who attains an E grade and has an average GPA of 1.8 or above shall carry over the course.

3.6.4. A candidate who attains grades giving an average GPA of less than 1.8 at the end of the academic year shall repeat a year.

3.6.5. The fate of repeating students in the subsequent year shall be as follows: First year students failing repeated courses shall be advised to change the courses or be Discontinued from the University. Second or third year students failing the repeated courses shall be discontinued from the University.

3.6.6. A candidate who attains an average GPA of equal or less than 1.0 at the end of the academic year shall be discontinued from studies at the University.

3.6.7.Third year students who fail the carried over courses or supplementary examinations shall

undertake them as external candidates. The external candidates shall have to complete all requirements for the course and sit for the end-of-semester University examinations. No carried-over course shall be undertaken more than once. Then discontinuation from studies will follow.

3.6.8.A payment of Tshs. 100,000/- shall be charged per course and all other fees; registration, examination and Student Union fees.

3.7 Discontinuation from Studies

Students will be discontinued from any course programme because of the following:

3.7.1 Failure to attend scheduled examinations, unless caused by extenuating circumstances.

3.7.2. Failure to pass scheduled examinations due to,

i. Examination irregularities.
ii. Failure to pay student Tuition fees, deposits, and charges.
iii. Disciplinary offence as described in the "Teofilo Kisanji University."By Laws".
iv. Health problem as recommended by a competent medical Practitioner and approved by the University.
v. The year's overall average GPA equal or below 1.0

3.7.3 Students who have been discontinued from a programme on the grounds of inadequate academic performance may reapply to the programme only if:

i. Two years have passed since their discontinuation;

ii. They can prove evidence of their efforts to improve their academic standing;

3.7.4. Participation in demonstration of any sort without the permission of the Vice Chancellor;

3.7.5. Involvement in any illegal issue which is against the law of the United Republic of Tanzania.

3.7.6. Discontinued students on academic grounds can only be readmitted once.

3.8 Grading System for Undergraduate Degrees

3.8.1 In order to graduate, students shall be required to take a total of not less than 380 credits in three years, which will be attained as follows: 60 credits per semester and 120 credits in a year (two semesters). The programme is for 3 years (6 semesters).

3.8.2. The breakdown for credits per semester and per annum can be acquired from the respective Deans of Faculties.

3.8.3. TheUniversity course grades derived from percentage scores obtained in continuous assessments and examinations are as follows:

Grade	Percent	Points	Description
A	70-100	5	Excellent
B+	60-69	4	Very Good
B	50-59	3	Good
C	40-49	2	Fair
D	35-39	1	Weak
E	0-34	0	Poor

3.9 Grade Point Average (GPA)

Courses shall be weighted by multiplying the points associated with the final grade of a given course by the number of credit hours assigned to the course. A candidate's overall performance is then found by dividing the weighted credit points of all courses taken by the total number of course credit hours.

Grade Point Average (GPA)=Weighted Credit

Points of all Courses Taken

(Total Number of Course Credits Taken)

3.10 Graduation Classifications for Undergraduate Degrees

Undergraduate Degrees are classified according to the following Grade Point Averages (GPAs):

CLASS	GPA	GRADE
First Class	4.4 - 5.0	A
Upper Second Class	3.5 - 4.3	B+
Lower Second Class	2.7 - 3.4	B
Pass	2.0 - 2.6	C

3.11 University Pass Marks

3.11.1 A pass mark for a Course Work (CW) is 20 out of 40 marks or 50 percent of the total course work. A student shall be allowed to sit for University examinations after passing the Course Work. If a student gets less than the pass mark she/he will not be allowed to sit for University Examination (UE) at the end of the semester and will carry over the course.

3.11.2 A pass mark for the University Examinations is 20 out of 60 marks or 33 percent. If a student attains less than 20 marks from the UE shall sit for Technical Supplementary.

3.11.3 The final grade for each course is derived from the sum of percentage scores obtained in the continuous assessments and University examination.

3.12 Research Project

3.12.1 Each academic Programme ought to have a course in Research Methods and Research Project. Each student is supposed to undertake ONE research project during the studies in their related subject under supervision.

3.12.2 The project shall be undertaken in a group of 5 students or less. For those taking education, either this can be in Education or in any subject in which the student is majoring.

3.12.3 The research topics will be provided by the respective heads of departments in collaboration

with the course instructors.

3.12.4 Students will be required to undertake a detailed research project on selected research topics from the 5th semester.

3.12.5 The research reports shall be submitted at the end of the sixth semester prior to beginning of the university examinations.

3.12.6 The assessment for the research project shall be as follows:

i. Unit of the paper, especially in relation to carrying out stated purpose of the paper 15 percent
ii. Correctness and completeness of the contents 25 percent
iii. Analytical skills and creative understanding 35 percent
iv. Clarity of presentation 10 percent
V. Exemplification of research skills 15 percent

3.12.7 A Research report shall not exceed 30 pages including any annexes attached.

3.12.8 A student who fails in the research project shall resubmit the research project within four weeks. A candidate who fails upon resubmission or fails to resubmit a research project within the agreed specified time without compelling reason shall be discontinued from studies at the University.

3.12.9 A student who cheats in the process of undertaking or preparing the research work shall be considered to have committed an examination irregularity and is subject to discontinuation from studies. This, among many others, includes plagiarism, copying from a submitted research report, *"cooking"* data or information, etc.

3.12.10.Students who fail to meet the prescribed time to submit their Research Project may request in writing an extension of time through their advisors. The request must state the reasons for the extension and must be received by the Faculty Dean ten days before the paper is due. Projects that are submitted late without acceptable reasons shall receive a grade of E.

3.13 Provision of Progress Academic Report and Provisional Statement of Examination Results Prior to Graduation

3.13.1 Reports for academic progress (provisional academic transcripts and results slip) are available upon request from the Office of the Director of Undergraduate Studies (DUS).

3.13.2 A student will be required to pay **Tshs. 5,000/=** as processing fee for the semester results slip and **Tshs. 10,000.00/-** for one academic year result slip.

3.13.3 The duration of processing the provisional statement **is one week** after submitting the request form.

3.14 Issue of Academic Transcript and Degree Certificate

3.14.1.One official academic transcript shall be made available to the student upon successful completion of his/her respective academic programme, and the results have been approved by

the Senate.

3.14.2 Academic transcripts requested after graduation will be obtainable two weeks after submitting the request form at a cost of **Tshs. 30,000/=;** if it is to be obtained in seven days' time, the student must pay **Tshs. 50,000/=**

3.14.3. A student is required to verify the information on his/her transcript/certificate before accepting it. Once taken, no certificate/transcript shall be returned for correction.

3.14.4 Degrees and Certificate shall be issued immediately after being conferred at the official graduation ceremonies, for candidates who complete the TEKU clearance process.

3.14.5 The collection of academic transcript and certificate after 1 years of graduation shall be charged **Tshs. 50,000/=** each per annum.

3.14.6 Any further copy can be provided upon payment of **Tshs. 5,000/=** per copy.

3.15 Loss and Replacement of Academic Certificate and Transcript

Any graduate of Teofilo Kisanji University may be issued a copy of the academic certificate and transcript in case of loss or damage incurred on the original ones.

3.15.1 The issuance is only possible under the following conditions:

(i) Production of a sworn affidavit:

(ii) Provision of an evidence on the loss of the documents from the po lice;

(iii) Public announcement on the loss of the documents in a public newspaper of not less than six months.

3.15.2 The documents so issued shall be marked "COPY" across them.

3.15.3. The documents shall be replaced after a period of 12 months from the date of application.

3.15.4. A fee of **Tshs 30, 000/=** shall be charged for the issued copy of the document.

3.15.5.Certification of copies of academic certificate and transcript will be **Tshs. 5,000/=**

3.16. Graduation Requirements

3.16.1 Students must pass all courses as set forth in the syllabus with a minimum grade of "C."

3.16.2. Fulfil all other conditions prescribed by the TEKU Senate.

3.16.3. Students must have paid all the fees, deposits, and outstanding charges.

3.17 Postponement from Continuing with Studies

A Student who wants to postpone their studies due to various reasons should do the following:

3.17.1. A student may, in extenuating circumstances approved by DVCAA, postpone Examinations or studies.

3.17.2 The student shall report the matter in writing to the DVCAA through the Dean of students and the respective Deans.

3.17.3. Unless under extenuating circumstances no postponement of examination shall be entertained in less than two weeks before the commencement of examinations.

3.17.4. A Student who wants to postpone will pay postponement fee of **Tsh. 30,000/=**

CHAPTER 4

4.0 EXAMINATION RULES AND REGULATIONS

4.1 Eligibility for Examinations

4.1.1. All students should adhere to the attendance policy of Teofilo Kisanji University. It is important that a student attend classes both physically and mentally. Studying the texts and the lecture/presentations/practical/tutorials are the keys to success.

4.1.2. Students must have attended a minimum of eighty percent (80 percent) of their scheduled class period for each course and have completed all course requirements.

4.1.3. A candidate shall be barred from doing the examinations if the Faculty Dean or course instructor is not satisfied with the attendance of that candidate or the candidate has not passed the Course Works by getting a mark of not less than 20 marks out of 40 or 50 percent of the course work. (for 2nd and 3rd year students who are still following the old curricula). For 1st year students they must score 30 marks or above).

4.1.4.The Deputy Vice Chancellor Academic Affairs (DVCAA) in consultation with the Dean of Students, the Faculty Dean, Head of Department and the course instructor may, in extenuating circumstances, waive the attendance requirements for a student..

4.1.5. If a candidate who has been barred because of unsatisfactory attendance enters the examination room and sits for the paper, her/his results shall be invalidated or nullified.

4.1.6. Students shall be allowed to sit for examinations only after the payment in full of all fees.

4.1.7 Any student who would not sit for the examination without any reason shall be discontinued from studies.

4.1.8. Any student who sits for examination without finishing the tuition fee, his/her examination result shall be nullified and be required to re-sit for the examination as special examination upon the payment of penalty of **Tshs. 100,000.00/=**

4.2 Conduction of Examinations

4.2.1. Notes to Candidates/Students.

i. Each candidate **shall** be responsible for noting any changes taking place in the examination time table.

ii. The candidates **shall** be at the examination room 30 minutes before starting the examination.

iii. No candidate **shall** be allowed to enter the examination room 30 minutes after the starting time.

iv. No candidate **shall** be allowed to bring unauthorized material into the Examination room, or any surrounding premises; including toilets.

v. In this regulation **unauthorized material** in the examination room includes the following:

a. Any hand written or printed material
b. Crib notes (answers)
c. Cellular or mobile phones, Computers, CD players, VCD/DVD
d. Radios, Radio cassette or other types of cassette players
e. Alcoholic drinks, drugs
f. Purses, bags
g. Jackets, coats, "*Mitandio"*, "Kanga", "*Kitenge*", all forms of clothes assisting in hiding unauthorized materials
h. Programmable calculators
i. Any other materials as may be specified by the University authorities from time to time.

j. No candidate shall be allowed to leave the examination room 10 minutes before the ending of examination session.

k. No candidate shall be allowed to leave the examination room temporarily (e.g. to toilet) without an escort when the examinations are in progress.

l. All candidates shall be required to sign the attendance register.

m. Candidates shall be required to observe any general instructions that may be given by an invigilator and note carefully any instructions that appear at the head of the examination paper, such as those.

4.2.2. If a student fails the special examination, no supplementary examination shall be issued instead the course shall be carried- over.

4.3 Examination Performance

4.3.1 Students who earn grade D in less than fifty percent (50%) of their courses shall be allowed to take supplementary examinations of those courses before the start of the next semester or as deemed convenient. Supplementary examinations will be marked out of 60. (for 2nd and 3rd year students who following the old curricula). For 1st year students who are following the new reviewed curricula, they will be marked out of 40.

4.3.2. Students who sit for supplementary examinations shall be awarded grade C, D and E.

4.3.3. Students who fail the supplementary examination shall repeat the course (carry-over) while continuing with the programme and will have to clear them in the following academic year.

Carry-over course shall be charged a carry-over fee of **100,000/=**

4.3.4. A Carry-over student who attains a 'D' mark will not sit for a supplementary examination but will carry over the course again.

4.3.5. Students may repeat a course once in a semester. A passed carried over course shall be awarded not more than a C grade.

4.3.6. A Student who fails a carried over course shall carry over the course again.

4.3.7. Third year students who fail the carried over courses or supplementary examinations shall undertake them as external candidates. An external candidate shall pay **100,000/=** for each course carried over and all other student contributions paid by a new student.

4.3.8. No external candidates shall be allowed to take a carry-over course more than once. In case she/he fails the discontinuation from studies will follow.

4.3.9. All carried over courses shall be cleared within the allowable period of registration.

4.3.10. Admission to another programme shall be subject to the approval of the Senate and upon payment of programme tuition fee.

4.3.11.Students are advised to request for Provisional Statement of examination results in order to avoid any inconveniences at a cost of **5,000/=** a semester.

4.4 Special Examinations

4.4.1.A student may in extenuating circumstances postpone sitting for an examination in cases such as illness or any other reason such as death of spouse, parent and child, provided that it has been substantiated in writing by an authorized medical practitioner or any organ recognized by the law.

4.4.2. Any student who fails to sit for normal examinations can sit for SPECIAL examinations after the submission of special examination request form stating the reasons before the examination period elapses. **A 'Special Examination Request Form'** shall be used in

submitting the request.

4.4.3. All requests to sit for special examinations shall be presented to the Faculty Deans who will Channel them to the Deputy Vice Chancellor for Academic Affairs, and that the DVCAA has approved them.

4.4.4. When a student is allowed to sit for special examinations, she/he shall be considered to be attempting the examination for the first time, and shall be accorded all of the rights provided in the examination regulations.

4.4.5. All students planning to sit for special examination shall register with the respective Deans of faculties and pay a special examination fee, of **Tsh. 100,000/** prior to the examinations.

4.4.6. If a student fails the special examination, no supplementary examination shall be issued instead the course shall be carried- over.

4.5 Examination Irregularities

4.5.1. Inappropriate conduct by a student concerning final examinations impairs academic integrity, and therefore, will subject the offending student to expulsion. Such examination irregularities include but are not limited to:

i. Viewing examination questions prior to sitting for the exams.
ii. Possessing of unauthorized material in the examination room.
iii. Attempting an examination before being authorized.
iv. Attempting to copy or referring to unauthorized materials in the examination room.
v. Reading another student's answers.
vi. Communication with other students verbally or through other means, during the examination without permission from the invigilator.
vii. Permitting another student to copy from or use one's paper.
viii. Obtaining, or endeavouring to obtain, assistance from any other student directly or indirectly or endeavouring to give assistance to any other student.
ix. during the examination without permission from the invigilator.
x. Permitting another student to copy from or use one's paper.
xi. Obtaining, or endeavouring to obtain, assistance from any other student directly or indirectly or endeavouring to give assistance to any other student.
xii. Removing examination answer books/sheets from the examination room.
xiii. Continuing the exam after being ordered to stop.
xiv. Failing to comply with examination rules, regulations or directions given by an invigilator.
xv. Destroying or attempting to destroy evidence relating to any suspected irregularity.
xvi. Any other action which might be noted by invigilators

4.6 Handling examination irregularities

4.6.1 If an invigilator suspects a student of examination irregularities, the following steps should be taken.

i. The student should be approached immediately. A witness of two or more nearby students should be established.

ii. All improper materials should be confiscated and the student not be allowed to continue with the examination.

iii. The Student shall submit a written statement to the Faculty Dean within twenty-four hours, not later than the following day

iv. The Chief invigilator and the examination officer should present a filled form and written report of the incident to the Faculty Dean who shall forward the matter to the Deputy Vice Chancellor Academic Affairs. The form should be fully signed by the candidate.

v. The Deputy Vice Chancellor Academic Affairs shall form an Investigation team to investigate the matter.

vi. The Examination report together with the student's written statement and examination irregularities allegations form shall be considered by the investigation team.

vii. The recommendations from the Investigation team shall be forwarded to the Admission and Examination Committee which shall report to the Senate.

viii. If it is established by the Admission and Examination Committee and approved by the Senate that a student committed an irregularity, then the student shall be suspended from the University for a period of two Academic years.

4.7 Release of Examination Results

4.7.1 Results of all candidates in every final semester examination shall be subject to review by the Academic Board and approval by the Senate.

4.7.2. Public disclosure of the examination results shall be made following the approval by the Senate.

4.7.3. Results shall be published and released by the Deputy Vice Chancellor Academic Affairs identifying the student by Examination number and the grades obtained by each candidate.

4.7.4. The results shall be posted on the Teofilo Kisanji University website (www.teku.ac.tz) and/or through the mobile phones.

4.7.5. All students must make sure that they know their examination results on TAIS or by obtaining a provisional transcript, after paying **Tsh. 5,000/=** per semester.

4.8 Procedure for Appeal

4.8.1. Academic appeals shall be considered only on matters of procedure, competency and/or prejudice

4.8.2. All appeals must be presented to the respective Deans of Faculties by filling in the appeal form.

4.8.3. The appellant shall pay non-refundable fee of **Tshs 20,000/=**per course.

4.8.4. Faculty Deans shall channel them to the Deputy Vice Chancellor Academic Affairs (DVCAA) within ten (10) days of publication of the examination results, or within fifteen (15) days of the first day of class of the next academic period, whichever is later.

4.8.5. The Deputy Vice Chancellor Academic Affairs shall submit the appeals to the Academic Board, who shall appoint a competent sub-committee to handle any appeals received during that semester. The findings and recommendations of the sub-committee shall be forwarded to the Admissions and Examinations Committee, which shall give a provisional decision, pending the University Senate's approval.

4.8.6. The University administration shall have the power to require any appellant to bear the costs of any special investigation. Such detailed investigation and associated costs will be disclosed in advance and agreed upon by the appellant and the University administration.

4.8.7 Each student is responsible for the released examination results. No candidate shall be considered on an incomplete case with an argument of not receiving or seeing the examination results.

4.8.8. All appeals shall be concluded before the completion of the following Academic semester and no allowance shall be considered thereafter.

4.8.9. Any candidate who is not satisfied with the given examination results, has the right to apply for the remarking of the examination paper of the given course. The candidate shall pay a non-refundable fee of **Tshs 10,000/-** per course for remarking the examination.

4.9 Preservation of Examination Papers

4.9.1. The University shall preserve student's examination papers for the purpose of reference for a period of **three (3) years**.

4.9.2. The Vice Chancellor on the recommendation of the DVCAA shall be responsible to order final disposal of any batch of examination answer booklets. Hence, students cannot appeal after lapse of this period.

4.10. Academic Prizes

4.10.1 Academic Awards for Students

TEKU Prize. Academic prizes shall be offered to students with outstanding academic performance during the whole programme. For the TEKU Academic Prize, this will apply to a student with highest overall GPA. The nature of the prizes will be dictated by the availability of funds.

4.10.2 Academic Prizes for Academic Staff

Academic prizes shall be offered to the academic staff with an outstanding performance in the academic issues. This might include publications in a journal or in a book form. The prizes will be dictated by the availability of funds.

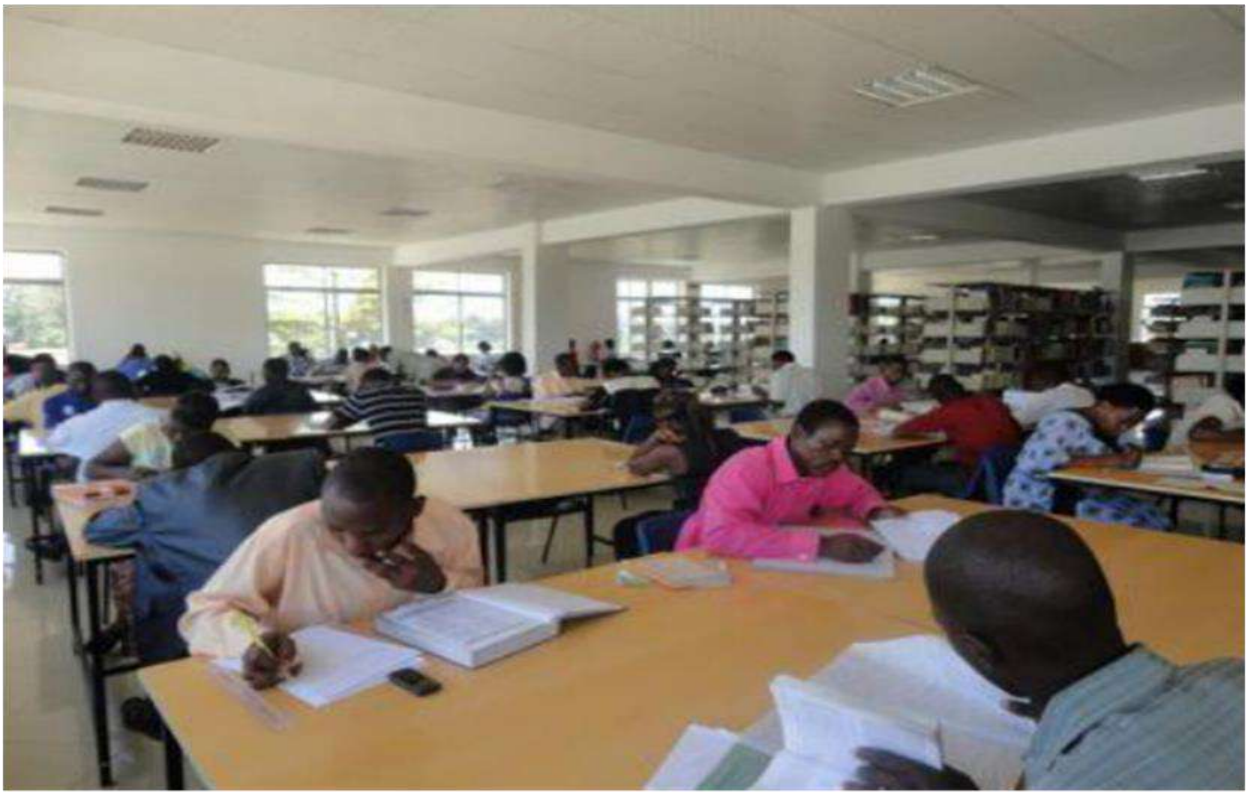
4.11 Convocation

The Convocation is an assembly comprising of all TEKU academicians, members of the Board of Trustees, Council members, Senate members, and all academic staff (MOTHECO and TEKU). Other members include all graduates of TEKU (TEKU and MOTHECO), all grandaunts of each year and all students of TEKU. The Convocation shall be held once every year, a day proceeding the Graduation day.

4.12 Alumni

All TEKU graduates will form an Alumni association to foster a spirit of loyalty and promote general welfare of TEKU and support the university's goals and strengthen the ties between the alumni, community and TEKU. The alumni are the ambassadors of TEKU.

CHAPTER 5
5.0 STUDENTS' LIFE AT TEOFILO KISANJI UNIVERSITY



Students diligently studying in a pleasant atmosphere

5.1 Orientation for New Students

This is held in the week before the first semester begins. Activities include addresses by the University Authorities and meetings with Faculty Deans as well as Heads of Departments. Students are also exposed to existing rules and regulations in force at the University.

5.2 Students' Organization

There is a central government of the student's body called Teofilo Kisanji University Students Organization (TEKUSO), which promotes and safeguards the interests of all students. This organization is the major link between the University administration and students. It has a parliament with an elected speaker, and ministers as well as deputy ministers in selected areas under the President, Vice-President, Prime Minister and General Secretary. All students must abide to the TEKUSO constitution and bylaws.

5. 3 Student Policies

5.3.1 Residence

Students may be offered accommodation in the University hostels of residence on application and at a fee prescribed by the University, which shall be paid on annual basis at the beginning of academic year. Hostels are available on-campus with luxurious rooms. Where on-campus

The student is prohibited to:

(a) Wear uniforms of any political party on campus or while on campus by words or acts bring the University or the Government into dispute based on his/her political belief or affiliation.

(b) Contest for elections in any political party while studying at TEKU

(c) Use the name of the University for any document without official permission.

i. Breach to any of the above conditions (5.3.19 ii above), disciplinary action shall be taken, which may be either suspension or dismissal from studies.

5.3.2 Channelling of Issues by Students

Students ought to channel their issues through TEKUSO organs, which are under the leadership of the TEKUSO President.

5.4 Services available at TEKU

5.4.1 Information and Communication Technology (ICT) Facilities and Services

The University is well equipped with modern computer facilities and services. There are three computer labs and all are internet connected.

5.4.2 Kindergarten

There is a Kindergarten school within the compound, which serves children of TEKU community and the community surrounding TEKU.

5.4.3 Sports, Games and Leisure

There are playgrounds for football, netball, basketball and other sports such as athletics. Both students and members of staff are allowed to use the sports and leisure facilities.

5.4.4 Bookshop and Photocopy Services

TEKU Bookshop is within the compound and has a variety of books. There are also photocopy services available in the Bookshop.

5.4.5 Stationery and Secretarial Services

Stationery and secretarial services are available in the bookshop and in the University Library.

5.4.6 Dress Code

All students are required to dress decently on campus the following attire are not allowed on campus:

i. Very short and tight dresses
ii. Tight trousers (Kata K)
iii. All types of Jeans
iv. Trousers with holes
v. Hats.

5.4.7 Accommodation

The University has services of hostels for students at affordable prices. Besides the ordinary hostels at the Old Campus, the University has modern hostels namely Hekima, Uzima and Amani. The University has invested in those hostels to ensure the availability of conducive residing conditions to students to facilitate learning and security to students.

5.4.8 Conference Halls Facilities

The University has halls to render services to people with social functions like weddings, Seminars, workshops etc. readily available at affordable prices.

5.4.9 Medical Services and Health Insurance

All students are required to have health Insurance offered by the National Health Insurance Fund (NHIF) Hence each student has to pay 50,400 for the NHIF per year.

A dispensary assists students and the community. A student shall be required to pay for the services provided at the dispensary. In case of seriousness, a person is then referred to the Regional Referral Hospital or Mbeya Zonal Referral Hospital for further investigation and treatment. A nurse is in-charge of the dispensary.

CHAPTER 6
6.0 FINANCIAL MATTERS

6.1 Policy on Payment of Tuition Fees

6.1.1 A student is not allowed into any lecture or tutorial session without being registered at the University.

6.1.2. Any student attempting to attend classes or access any other University facility without paying fees is subject to expulsion.

6.1.3. Any student who indulges in forgery of university payments shall be dismissed from the university.

6.1.4. Tuition fees, once paid, are not refundable.
6.1.5. All those requesting refunds for payments other than tuition fees should keep their receipts
6.1.6. All refunds shall be issued after completion of studies.

6.2 TEKU Fee Structures

The following tables present estimates of the typical costs of pursuing a three-year first-degree programme at the University (in Tshs.). Actual costs may vary depending on the specific year and the individual needs of the student. This information is provided for reference only to potential students and their sponsors. All fees are subject to revision from time to time, pending Council approval.

6.2.1 Direct and Indirect Costs for BD Programme

Table 6.2.1. Direct and Indirect Costs for BD Programmes under the Department of Theology (2025/2026 – 2027/2028)

Category	**Item**	**Cost (TZS)**			**Total (TZS)**
		Year 1 (2025/2026)	*Year 2 (2026/2027)*	*Year 3 (2027/2028)*	
Direct Costs (payable to the University)	Tuition fee	600,000	600,000	600,000	1,800,000
	Examination Fee	100,000	100,000	100,000	300,000
	Registration fee	40,000	40,000	40,000	120,000
	Field Practical/Teaching Practice	100,000	100,000	-	200,000
	Caution money	30,000	-	-	30,000
	Research Project Supervision Fee	-	-	100,000	100,000

	TCU Quality Assurance Fee	20,000	20,000	20,000	60,000
	Identity Card	10,000	-	-	10,000
	Development Fund	80,000	80,000	80,000	240,000
	Graduation fee	-	-	40,000	40,000
	Transcript Fee	-	-	30,200	30,200
Pay via provided accounts	Health Insurance	50,400	50,400	50,400	151,200
	Student Union (TEKUSO)	15,000	15,000	15,000	45,000
Grand Total		**1,045,400**	**1,005,400**	**1,075,600**	**3,126,400**

a) The University will register only those students who provide sufficient evidence of tuition fee payment for the duration of their studies, as detailed in Tables 6.2.2 to 6.2.5 Students may choose to pay the full annual direct and indirect costs at once, as outlined in the attached fee structure (Table 6.2.1).

i. **First Instalment (1st Quarter) November**

A student is required to pay **TZS 395,400** as the first instalment by November 2025, as outlined in Table 6.2.2, under the Year 1 (1st Quarter) column.

Table 6.2.2. First instalment for BD Programmes

Item	**First Instalment (TZS)**			**Total (TZS)**
	Year 1 (1st Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*	
Registration Fee	40,000	40,000	40,000	120,000
Caution Money	30,000	-	-	30,000
Identity Card	10,000	-	-	10,000
Tuition Fee	150,000	150,000	150,000	450,000
Student Union	15,000	15,000	15,000	45,000

TEKU Development Fund	80,000	80,000	80,000	240,000
TCU Quality Assurance Fee	20,000	20,000	20,000	60,000
Health Insurance	50,400	50,400	50,400	151,200
Total	**395,400**	**355,400**	**355,400**	**1,106,200**

ii. **Second Instalment (2nd Quarter) January 2026**

Each student must pay **TZS 250,000** as the second instalment by January 2026, as outlined in Table 6.2. 3.

Table 6.2.3. Second Instalment

Item	**Second Instalment (TZS)**			**Total (TZS)**
	Year 1 (2nd Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*	
Tuition fee	150,000	150,000	150,000	450,000
Field Practical /Teaching Practice	-	100,000	-	100000
Examination fee	100,000	100,000	100,000	300,000
Total	**250,000**	**350,000**	**250,000**	**850,000**

iii. **Third Instalment (3rdQuarter – March 2026)**

Each student must pay **TZS 150,000** as the third instalment by March 2026, as outlined in Table 6.2.4

Table 6.2.4. Third Instalment for BD Programmes .

Item	**Third Instalment (TZS)**			**Total (TZS)**
	Year 1 (3rd Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*	
Tuition Fee	150,000	150,000	150,000	450,000
Research Project Supervision	-	100,000	-	100,000
Total	**150,000**	**250,000**	**150,000**	**550,000**

iv. **Fourth Instalment (4th Quarter – May 2026)**

A student must pay TZS 150,000 as the fourth instalment by May 2026, as detailed in 6.2.5.

Table 6.2.5. Fourth Instalment for BD Programmes,

Item	Fourth Instalment (TZS)			Total (TZS)
	Year 1 (4th Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*	
Tuition Fee	150,000	150,000	150,000	450,000
Graduation	-	-	40,000	40,000
Transcript Fee	-	-	30,200	30,200
Total	**150,000**	**150,000**	**220,200**	**520,200**

b) Indirect Costs (Incurred by Student/Sponsor)

In addition to the costs outlined in Table 6.2.1 students should anticipate other essential expenses not paid directly to the University, such as off-campus accommodation, meals, transport, learning materials, and personal upkeep. Students and their sponsors are advised to budget accordingly to ensure a smooth academic experience, with indicative estimates provided in Table. 6.2.6

Table 6.2.6. Indicative Estimates of Other Indirect Costs Incurred by Students Sponsors (Not Payable to the University)

Item	Indicative Estimates (TZS)			Total (TZS)
	Year 1 (2025/2026)	*Year 2 (2026/2027)*	*Year 3 (2027/2028)*	
Meals and Accommodation	2,400,000	2,400,000	2,400,000	7,200,000
Books and Stationery	300,000	300,000	300,000	900,000
Internet Services	120,000	120,000	120,000	360,000
Research Project	-	-	600,000	600,000
Total	**2,820,000**	**2,820,000**	**3,420,000**	**9,060,000**

c). Important Payment Instructions

All payments at TEKU must be made using **Control Numbers** issued by the University. Students are strictly required to use these Control Numbers when making any payments, as outlined in Table 6.27.**Payments made without official Control Numbers will not be recognized and will not be credited to the student's account**.

S/N	NAME OF BANK	BANK ACCOUNT NUMBER	ACCOUNT NAME
1	**CRDB**	**Request Control Number from IT office *(Phone 0763 509350)***	**TEOFILO KISANJIUNIVERSITY FOR TUITION FEE**
2	**NMB**	**Control Number to be provided by TEKUSO.**	**TEOFILO KISANJI UNIVERSITY STUDENTS ORGANIZATION**
3		**Control Number will be provided by NHIF during your registration**	**NATIONAL HEALTH INSURANCE FUND**

Table 6.2. 8. Official Accounts of Payment for Hostels

S.N	Hostel Names	BANK ACCOUNT NUMBER	Cost per academic year
1	Uzima hostels	**Request Control Number from IT office** ***(Phone 0763 509350)***	**264,000.00**
2	Hekima and Amani hostels	**Request Control Number from IT office** ***(Phone 0763 509350)***	**264,000.00**

d) Hostels

The University offers competitive on-campus hostels and gives priority to first-year students, who are strongly encouraged to reside on campus during their initial year of study. The annual hostel fee is **TZS 264,000**, payable in full at the beginning of the academic year using a Control Number. Please note that there is no reservation fee, and all payments must be made strictly using a Control Number; payments made through any other means will not be recognized. All students are required to reserve accommodation through the online application system accessible via the University website. For further assistance, please contact 0763 509 350 or 0743 324 305.

6 .3. DIRECT COSTS UNDER THE FACULTY OF EDUCATION AND FACULTY OF HUMANITIES AND SOCIAL SCIENCES PROGRAMMES

Table 6.3.1. Direct Costs for Programmes under the Faculty of Education and Faculty of Humanities and Social Sciences (2025/2026 – 2027/2028)

Category	Item	Cost (TZS)			Total (TZS)
		Year 1 (2025/2026)	*Year 2 (2026/2027)*	*Year 3 (2027/2028)*	
Direct Costs (payable to the University)	Tuition fee	1,200,000	1,200,000	1,200,000	3,600,000
	Examination Fee	100,000	100,000	100,000	300,000
	Registration fee	40,000	40,000	40,000	120,000
	Simulation/Teaching Practice	100.000-	100,000-		200,000
	Caution money	30,000	-	-	30,000
	Research Project Supervision Fee	-	-	100,000	100,000
	TCU Quality Assurance Fee	20,000	20,000	20,000	60,000
	Identity Card	10,000	-	-	10,000
	TEKU Development Fund	80,000	80,000	80,000	240,000
	Graduation fee	-	-	40,000	40,000
	Transcript Fee	-	-	30,200	30,200
Pay via provided accounts	Health Insurance	50,400	50,400	50,400	151,200
	Student Union (TEKUSO)	15,000	15,000	15,000	45,000
Grand Total		**1,545,400**	**1,505,400**	**1,875,600**	**4,926,400**

NB: *All amounts are in Tanzanian Shillings (TZS) and reflect yearly and total costs payable by students.*

a) Instalments

The University will register only those students who provide sufficient evidence of tuition fee payment for the duration of their studies, as detailed in

Tables 10 to 13 Students may opt to pay the full annual direct and indirect costs at once, as detailed in the attached fee structure (Table 6).

b) First Instalment (1st Quarter) November 2025

A student is required to pay **TZS.580,000** as the first installment by November 2025.

Table 6.3.2: First installments for 2025/2026 Academic year.

Item	First Installment (TZS)			Total (TZS)
	Year 1 (1st Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*	
Registration Fee	40,000	40,000	40,000	120,000
Caution Money	30,000	-	-	30,000
Identity Card	10,000	-	-	10,000
Tuition Fee	300,000	375,000	375,000	1,050,000
TEKU Development Fund	80,000	-	-	80,000
Special Faculty Fund	100,000	100,000	100,000	300,000
TCU Quality Assurance Fee	20,000	20,000	20,000	60,000
Total	**580,000**	**535,000**	**535,000**	**1,650,000**

Health Insurance Contribution and Student Union should be paid via Control Numbers provided by NHIF and TEKUSO office.

6.3.3. Payment of Health Insurance and TEKUSO Contributions.

Item	First Installment (TZS)		
	Year 1 (1st Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*
Student Union fee	15000	15000	15000
Health Insurance contribution	50,400	50,400	50,400
Total	**65,400**	**65,400**	**65,400**

You will only be registered after paying Student Union fee and Health Insurance Contributions.

c) Second Instalment (2nd Quarter) January

A student is required to pay **TZS. 500,000** as the second instalment by January 2026, as outlined in Table 6.3.4 below.

Table 6.3.4: Second instalment for Social Sciences and Education Programmes under the Faculty of Humanities and Social Sciences (2025/2026 – 2027/2028)

Item	Second Instalment (TZS)			Total (TZS)
	Year 1 (2^{nd}Quarter)	*Year 2 (2nd Quarter)*	*Year 3 (2^{nd}Quarter)*	
Tuition fee	300,000	300,000	300,000	900,000
Field Practical /Teaching Practice	100,000	100,000	100,000	300,000
Examination fee	100,000	100,000	100,000	300,000
Total	**500,000**	**500,000**	**500,000**	**1,500,000**

d). Third Installment (3^{rd}Quarter) March 2026

A student is required to pay **TZS. 300,000** as the Third installment by March 2026. Details indicated in Table 6.3.5

Table 6.3.5 : Third installment for 2025/2026 Academic year.

Item	Third Installment (TZS)		
	Year 1 (3rd Quarter)	*Year 2 (3rd Quarter)*	*Year 3 (3rd Quarter)*
Tuition Fee	300,000	300,000	300,000
Research Project Supervision	-	-	100,000
Total	**300,000**	**300,000**	**400,000**

f) Indirect Costs (Incurred by Student/Sponsor)

In addition to the costs outlined in Table 10, students should anticipate other essential expenses not paid directly to the University, such as off-campus Students and their sponsors are advised to budget accordingly to ensure a smooth academic experience, with indicative estimates provided in Table 6.3.6

Table 6.3.7 . Indicative Estimates of Other Indirect Costs Incurred by Students/Sponsors (Not Payable to the University)

Item	Indicative Estimates (TZS)			Total (TZS)
	Year 1 (2025/2026)	*Year 2 (2026/2027)*	*Year 3 (2027/2028)*	
Meals and Accommodation	2,400,000	2,400,000	2,400,000	7,200,000
Books and Stationeries	300,000	300,000	300,000	900,000
Internet Services	120,000	120,000	120,000	360,000
Research Project		300,000		300,000
Total	**2,820,000**	**3,120,000**	**2,820,000**	**8,760,000**

g). Important Payment Instructions

All payments at TEKU must be made using **Control Numbers** issued by the University. Students are strictly required to use these Control Numbers when making any payments, as outlined in Table 6.3.7. **Payments made without official Control Numbers will not be recognized and will not be credited to the student's account**.

Table 6.3.8 : Official University Bank Accounts for Payment of Fees

S/N	NAME OF BANK	BANK ACCOUNT NUMBER	ACCOUNT NAME
1	**CRDB**	**Request Control Number from IT office *(Phone 0763 509350)***	**TEOFILO KISANJIUNIVERSITY FOR TUITION FEE**
2	**NMB**	**Control Number to be provided by TEKUSO.**	**TEOFILO KISANJI UNIVERSITY STUDENTS ORGANIZATION**
3		**Control Number will be provided by NHIF during your registration**	**NATIONAL HEALTH INSURANCE FUND**

6.4. FEE STRUCTURE FOR PROGRAMMES UNDER THE FACULTY OF SCIENCE AND TECHNOLOGY (FOST)

The fee structure outlines the required payments for students enrolled in programmes under the Faculty of Science and Technology. It includes direct university costs and indirect costs payable by the student or sponsor, as outlined in Table 6.4.1, with the corresponding payment instalments detailed in Tables 6.4.2 to 6.4.5

Table 6.4.1. Breakdown of Direct Costs for BSc Programmes under the Faculty of Science and Technology (2025/2026 – 2027/2028)

Category	**Item**	**Cost (TZS)**			**Total (TZS)**
		Year 1 (2025/2026)	*Year 2 (2026/2027)*	*Year 3 (2027/2028)*	
Direct Costs (payable to the University)	Tuition fee	1,500,000	1,500,000	1,500,000	4,500,000
	Examination Fee	100,000	100,000	100,000	300,000
	Registration fee	40,000	40,000	40,000	120,000
	Field Practice	-	100,000	100,000	200,000
	Caution money	30,000	-	-	30,000
	Research Project Supervision Fee	-	-	100,000	100,000
	TCU Quality Assurance Fee	20,000	20,000	20,000	60,000
	Identity Card	10,000	-	-	10,000
	TEKU Development Fund	80,000	80,000	80,000	240,000
	Special Faculty Requirements	100,000	100,000	100,000	300,000
	Transcript Fee	-	-	30,200	30,200
	Graduation Fee	-	-	40,000	40,000
Pay via provided accounts	Health Insurance	50,400	50,400	50,400	151,200
	Student Union (TEKUSO)	15,000	15,000	15,000	45,000
Grand Total		**1,945,400**	**2,005,400**	**2,175,600**	**6,126,400**

Instalments

The University will register only those students who provide sufficient evidence of tuition fee payment for the duration of their studies, as detailed in Tables 6.4.2 –6.4.5. Students may opt to pay the full annual direct and indirect costs at once, as detailed in the fee structure in (Table 6.4.1).

a) First Installment (1st Quarter) November

A student is required to pay **TZS. 655,000** as the first installment by November 2025 as detailed in Table 6.4.2.

Table 6.4.2: First installment for 2025/2026 Academic year.

Item	First Instalment (TZS)			Total (TZS)
	Year 1 (1st Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*	
Registration Fee	40,000	40,000	40,000	120,000
Caution Money	30,000	-	-	30,000
Identity Card	10,000	-	-	10,000
Tuition Fee	375,000	375,000	375,000	1,125,000
TEKU Development Fund	80,000	-	-	80,000
Special Faculty Fund	100,000	100,000	100,000	300,000
TCU Quality Assurance Fee	20,000	20,000	20,000	60,000
Total	**655,000**	**535,000**	**535,000**	**1,725,000**

Health Insurance contribution and Student Union should be paid via Control Number provided by NHIF and TEKUSO office.

6.4.3 Payment of Health Insurance and TEKUSO Contributions.

Item	First Instalment (TZS)		
	Year 1 (1st Quarter)	*Year 2 (1st Quarter)*	*Year 3 (1st Quarter)*
Student Union fee	15,000	15,000	15,000
Health Insurance Contribution	50,400	50,400	50,400
Total	***65,400***	***65,400***	***65,400***

You will only be registered after paying Student Union fee and Health Insurance Contribution.

b) Second Installment (2nd Quarter) January

A student is required to pay **TZS. 475,000** as the second installment by January 2026 as detailed in Table 6.4.4

Table 6.4.4 Second installment for 2025/2026 Academic year.

Item	Second Instalment (TZS)		
	Year 1 (2nd Quarter)	*Year 2 (2nd Quarter)*	*Year 3 (2nd Quarter)*
Tuition Fee	375,000	375,000	375,000
Faculty Requirement	50,000	50,000	50,000
Examination Fee	50,000	50,000	50,000
Total	**475,000**	**475,000**	**475,000**

c) Third Installment (3^{rd}Quarter) March

A student is required to pay **TZS. 375,000** as the third installment by March 2026 as detailed in Table 6.4.5.

Table 6.4.5: Third installment for 2025/2026 Academic year.

Item	Third Instalment (TZS)			
	Year 1 (3rd Quarter)	*Year 2 (3rd Quarter)*	*Year 3 (3rd Quarter)*	**Total (TZS)**
Tuition Fee	375,000	375,000	375,000	1,125,000
Research Project Supervision	-	-	100,000	100,000
Total	**375,000**	**375,000**	**475,000**	**1,225,000**

d) Fourth Installment (4^{th}Quarter) May

A student is required to pay **TZS. 375,000** as the fourth installment by May 2026 as detailed in Table 6.4.6.

Table 6.4.6: Fourth installment for 2025/2026 Academic year.

Item	Fourth Instalment (TZS)			Total (TZS)
	Year 1 (4th Quarter)	*Year 2 (4th Quarter)*	*Year 3 (4th Quarter)*	
Tuition Fee	375,000	375,000	375,000	1,125,000
Graduation	-	-	40,000	40,000
Transcript Fee	-	-	30,200	30,200
Total	**375,000**	**375,000**	**445,200**	**1,195,200**

6.4.7. Indirect Costs (Incurred by Student/Sponsor)

In addition to the costs outlined in Table 11, students should anticipate other essential expenses not paid directly to the University, such as off-campus accommodation, meals, transport, learning materials, and personal upkeep.

6.4.7. Indirect Costs (Incurred by Student/Sponsor)

In addition to the costs outlined in Table 11, students should anticipate other essential expenses not paid directly to the University, such as off-campus accommodation, meals, transport, learning materials, and personal upkeep.

Item	**Indicative Estimates (TZS)**			**Total (TZS)**
	Year 1 (2025/2026)	*Year 2 (2026/2027)*	*Year 3 (2027/2028)*	
Meals and Accommodation	2,400,000	2,400,000	2,400,000	7,200,000
Books and Stationeries	300,000	300,000	300,000	900,000
Internet Services	120,000	120,000	120,000	360,000
Research Project		300,000		300000
Total	**2,820,000**	**3,120,000**	**2,820,000**	**8,760,000**

e). Important Payment Instructions

All payments at TEKU must be made using **Control Numbers** issued by the University. Students are strictly required to use these Control Numbers when making any payments, as outlined in Table 6.4.7. **Payments made without official Control Numbers will not be recognized and will not be credited to the student's account**.

Table 6.4.8: Official University Bank Accounts for Payment of Fees.

S/N	**NAME OF BANK**	**BANK ACCOUNT NUMBER**	**ACCOUNT NAME**
1	**CRDB**	**Request Control Number from IT office *(Phone 0763 509350)***	**TEOFILO KISANJIUNIVERSITY FOR TUITION FEE**
2	**NMB**	**Control Number to be provided by TEKUSO.**	**TEOFILO KISANJI UNIVERSITY STUDENTS ORGANIZATION**
3		**Control Number will be provided by NHIF during your registration**	**NATIONAL HEALTH INSURANCE FUND**

Table 6.4.9. **Official Accounts f or Payment of Hostels**

S/N	Hostel Names	BANK ACCOUNT NUMBER	Cost per academic year
1	Uzima hostels	**Request Control Number from IT office** ***(Phone 0763 509350)***	**264,000.00**
2	Hekima and Amani hostels	**Request Control Number from IT office** ***(Phone 0763 509350)***	**264,000.00**

6 .5 Deposit slips

6.5.1 Present a copy of your deposit slip to the University Finance Department. You will receive a University receipt once your deposit is verified against the TEKU University bank statement.

6.5.3 No cash payments shall be made directly at the Finance Department. All payments must be made through the Control Number system issued by the University.

6.5.4 Students must not give their tuition fee to others to deposit on their behalf. All payments should be made personally by the student.

6.5.5. Forgery is a criminal offence a students who forgery

a. A pay in slip
b. An Examination Number
c. We will be suspended from studies or will pay 1,000,000/= (One million shillings) as penalty.

6.5.6 Other Payment options include:

a. Send **BANK TELEPHONE TRANSFERS or WIRE TRANSFERS to**:

Bank: **CRDB Bank**
Branch: **Mbeya Branch**
Address: **P.O. Box 315**
Swift Code: **CORYTZTZ**
Account Name: **Teofilo Kisanji University– Mbeya**

b. Send **POSTAL** or **EMS MONEY ORDERS** to:

Teofilo Kisanji University
Att: Finance Department
P.O. Box 1104 University Phone: +255(0)25250 2682
Mbeya, Tanzania
East Africa University E-mail: info@teku.ac.tz

c. **BANK DRAFTS IN US DOLLARS** may be made by sponsors or students from foreign banks if the payment is pre-approved in writing by the Finance Department. The sponsor or student must clearly identify the sending bank by providing the required contact information (bank name, contact person at the bank, address, phone number, and email address). The payment must be confirmed in advance with the sending bank by the Finance Department.

Any transaction charges assessed by clearing or depository banks must be deducted from the draft or paid by the student.

d. PLEASE NOTE:

To reduce the substantial risks associated with handling and holding large sums of cash, the Finance Department cannot accept any cash payments. SORRY: No personal drafts or cheques will be accepted.

6.6 Financial Regulations and Policies

Students with admission at Teofilo Kisanji University or any other Higher Learning Institution may apply for a loan at the Higher Education Students' Loans Board (HESLB) to cover some of their education costs. The HESLB was established under Act No. 9 of 2004 and commenced operations in July 2005. According to the Act, eligible and needy Tanzanian students who secure admission in higher learning institutions to pursue programmes that lead to the attainment of Advanced Diplomas or Degrees may seek loans from HESLB to meet part of or all, costs of their education. This stipulation is the legal interpretation of paragraph 6.2 of higher education policy (1999) which ushered in cost sharing in higher education in the country. This requires each higher education student to contribute to the cost of his/ her education.

6.7 Scholarships/Sponsorship

Applicants who have applied for and anticipate receiving scholarships or sponsorship support from church organizations, government agencies, parastatal, public or private organizations, private companies or individuals, must notify the Bursar and provide relevant copies of correspondence and scholarship documentation (including phone, fax, mail, and e-mail contact information for the sponsor). Sponsorship payments should be made directly to the University, to the attention of the Bursar.

6.8 Student Loans from Higher Education Students' Loans Board (HESLB)

Students with admission at Teofilo Kisanji University or any other Higher Learning Institution may apply for a loan at the Higher Education Students' Loans Board (HESLB) to cover some of their education costs. The HESLB was established under Act No. 9 of 2004 and commenced operations in July 2005. According to the Act, eligible and needy Tanzanian students who secure admission in higher learning institutions to pursue programmes that lead to the attainment of Advanced Diplomas or Degrees may seek loans from HESLB to meet part of, or all, costs of their education. This stipulation is the legal interpretation of paragraph 6.2 of higher education policy (1999) which ushered in cost sharing in higher education in the country.

This requires each higher education student to contribute to the cost of his/her education.

As per HESLB, a needy student is:

- An orphan
- Disabled or has disabled poor parents
- From a poor single parent family
- From marginalized and disadvantaged groups
- From a low income threshold family earning minimum wage or below

Items to be financed by the Loan as from 2012/2013 academic year are as follows:

- Meals and accommodation (Tshs. 10,000/= per day).
- Books and Stationery (Tshs. 200, 000/=)

- Field Practical Work Expenses Tsh. 10,000 per day to a maximum of 56 days.
- Research Expenses (100 percent)
- Tuition Fee depends on type of programme and means testing results, the topping up is covered by a student.
- Special Faculty Requirements depends on type of programme and means testing results.
- Any other expenses considered by HESLB

More information on the loans application process, contact the following:

The Dean of Students/Loan Officer
Teofilo Kisanji University
P.O. Box 1104
Mbeya, Tanzania
Tel: +255 (0) 25 2502682
Mob: 0769909137/0752329581

CHAPTER 7
7.0 THE UNIT OF LIBRARY & INFORMATIONSERVICES (ULIS)



Students making effective use of the Library services

7.1 Introduction

The University provides various facilities and services to students and the community at large. Facilities and services are organized under different organs of the University like faculties directorates, departments and units.

7.2 University Library Facilities and Services

7.2.1 The University Unit of the Library and information services (ULIS).

7.2.2. The Library has a large collection of books on all subject areas of the Biology, social sciences, education, languages, mathematics, ICT, economics, arts etc. The collection of books comprise of more than 33,133 volumes of hard copies as well as about 7,500 entries of e– re sources for reference and circulation. Subscribed 22,114 journals also form art of the library collection.

7.2.3. TEKU is a member of **COTUL** (Consortium of Tanzania Universities and Research Libraries) which enables the University to subscribe over 45 data bases to access hundreds of online Journals in order to help library patrons to do well in their research.

7.2.4 Computers have been networked and are also internet connected; printing and photocopying services are available. In order to accomplish efficient services of all these library resources and facilities, library users are requested to abide to the set rules and regulations. Library users are also expected to make suggestion to any amendments they think could improve library services for the community.

7.2.5. The Library is in operation as follows: -

Opening hours Day	**Duration**
Monday to Friday	08:30 - 22.00 hours
Saturdays	09:00 - 18:00 hours
Public Holidays	The Library is closed

7.2.6 The Library is closed on all public holidays and during the vacation,

7.3 Membership

The library provides membership to students, academic and non-academic staff. Members from outside TEKU shall pay a membership fee of twenty-five thousand shillings **(Tshs. 25,000.00)** per year. They will apply for membership in writing to become users of the library. Entrance into the Library is by identity cards.

7.4 Borrowing Tickets

Students and non-academic staff are issued with 3 tickets and academic staff with 5 tickets. Members from outside TEKU shall be issued with 1 ticket.

NB: Finalists are required to return all 3 borrowing tickets issued to them after completion of their studies.

7.5. Lending Rules

7.5.1 Borrowers are required to produce identity card and library tickets when borrowing library materials.

7.5.2 Library materials borrowed must be returned on or before the due date.

7.5.3. No book or any other library material may be taken out of the library unless it has been officially issued to the borrower at the issue desk.

7.5.4 Normal loan period for students is 2 weeks, academic staff is one month; and 2 hours for Special reserve materials during the normal working hours. An issue may be renewed for a further period if the document is not reserved for other readers.

7.5.5. Library materials borrowed for overnight or weekend use must be returned at 9:00 am when the library opens.

7.5.6 The Librarian has the right to recall any book before the date on which it is due.

7.5.7 All borrowers must at the end of each semester settle any overdue loans before they are permitted to borrow library materials again in the following semester.

7.5.8 Any student holding overdue library materials shall not be allowed to borrow books until the library materials are returned and overdue fines have been paid.

7.5.9 In the case of finalist students, examination and provisional statement of results, transcripts and certificates will be withheld by the Deputy Vice Chancellor Academic Affairs until unreturned library items have been recovered, or fines for overdue, or the value of materials and penalty have been paid by the borrower.

7.5.10 All books must be returned when stocktaking is taking place.

7. 6 Library Regulations

7.6.1 Smoking, eating and drinking are not allowed in the library.

7.6.2 No bags, umbrellas, parcels etc, except files and books may be brought into the library.

7.6.3 Idle conversation, loud laughter, and other unnecessary noise disturbing library users must be avoided. Discussions are strictly forbidden in the library. All those who want to discuss must go to the noise-free area.

7.6.4 **SILENCE** must strictly be observed in the library. **MOBILE PHONES,** pagers and watch alarms should be **SWITCHED OFF** or put in silence mode before entering the library.

7.6.5 Tsh. 2,000/= fine shall be imposed to users contravening use of mobile phone in the library.

7.6.6 Failure to observe silence will result into expulsion from the library and other disciplinary measures taken.

7.6.7 Library books and other materials are to be handled with care. Mutilation and damage of library material by marking, or tearing should be avoided.

7.6.8 Theft and mutilation of library materials are criminal offences. Anyone caught attempting to steal, stealing or to have stolen library materials shall be reported to relevant security (including the police) and TEKU disciplinary organs for further actions that may include prosecution, banned from using the library and/or discontinuation from studies.

7.6.9 Abusive language or gestures, harassing or threatening behaviour to the library staff and/or users are not acceptable.

7.6.10 On leaving the library, all users are required to produce for inspection all books and other items out of the library.

7.6. 11 Reservation of seats is not permitted.

7.6.12 Users must be decently dressed and conduct themselves properly in the library. Noisy shoes should not be worn in the library.

7.6.13 Library membership cards are not transferable.

7.6.14 The library will not accept responsibility for loss or misplaced personal belongings.

7.6.15 Any loss of borrowing tickets must be reported immediately to the library staff. The lost

ticket may be replaced by new ticket at Tsh. 2000/= non-refundable.

7.6.16 Library staff on duty have the right to request a user to leave the premise if found violating any of the library rules and regulations.

7 .7 Fine and Penalties

7.7.1 Library materials must be returned by the due date or earlier. Failure to do so will be treated as a serious offence. The borrower will be required to pay fine for overdue.

7.7.2. Fine imposed on borrowers for late return of Library materials includes a fine of Tsh. 500/= (students) and Tsh. 1000/= (others) which shall be paid every additional day after the last day of returning a borrowed material to the library. Failure to return the book after the additional fined 7 days will be considered failure to pay the fine will result to denial to use the library.

7.7.3. Special Reserve Materials: Fine of Tsh. 500/= shall be paid after every additional hour.

7.7.4. Loss and Damage: A borrower will be held responsible for materials out on loan. If the material is lost, an immediate report should be made to the librarian and the borrower is required to pay one and a half (1.5) of the cost of the damaged or lost material.

7.7.5 Theft: The penalty for any act of book theft a student shall be discontinued from studies and a letter shall be written copied to the Deans/ Directors or Heads of the Departments.

CHAPTER 8

ACADEMIC FACULTIES

8.1 Faculty of Education (FED)



An enticing environment for learning and recreation

8.1.1 Message from the Dean Faculty of Education

Welcome to the Faculty of Education the parent of the University, Faculty which offers programmes in the area of education. Students who intend to pursue a career as teachers' educational managers and administrators, educational psycho logistic, counselors, researchers and officers to be involved in public service are ensured of quality education, the prospectus provides prospective students with details about the programmes that are run by the faculty. It also provides details on the courses provided, academic rules and regulations for graduation.

8.1.2 Background

The Faculty of Education at Teofilo Kisanji University started with a programmes of Bachelor of Education Languages degree in 2006/2007 academic year. The Faculty offers three-year Bachelor of Arts with Education. The Faculty of education has been established purposely to prepare qualified teachers teaching in primary, secondary schools, adult educators, psychologists, counselors and administrators. Revitalization of schools in Tanzania especially secondary schools and colleges, will depend on many essential factors, including improved teacher training and provision for management training of school administrators.

The programmes offered by the Faculty of education are designed to provide educators a solid foundation of the knowledge in their area of specialization and enhanced proficiency in

communication skills. The programmes are practical oriented whereby student teachers enrolled in these programmes have opportunities to observe, model, and practice new techniques and skills in teaching and counseling throughout their course of study. The Faculty of Education prepares students to become effective teachers and administrators with the knowledge, skills, and appropriate attitudes needed to improve the quality of education in Tanzania.

8.1.3 Departments

The Faculty of Education has one Department which is the Department of Education. The Bachelor of Education aims at preparing educational teachers to take care of related courses in education and other fields at different levels. The program focuses on preparing professionals who are competent in handling issues in education efficiently and effectively. It also deals with the application of psychology to study the behavior of individuals in the roles of a teacher and learner. It equips students who will generate new knowledge in education in the Tanzanian context.

8.1.4 The General Objectives

The objectives of the **Bachelor of Arts with Education** programme are aligned with the **Teacher Education Programme Objectives**, emphasizing the preparation of competent, ethical, and adaptive teachers capable of addressing contemporary educational challenges. Specifically, the programme aims to:

i. **Develop theoretical and practical knowledge in education through** equipping students with comprehensive knowledge of teaching and learning theories and practices to teach effectively and support student success.

ii. **Strengthen pedagogical skills by p**roviding students with expertise in diverse and effective instructional techniques that cater to varied learning needs.

iii. **Foster professionalism and ethical behavior by i**nstill ethical values, teamwork, and communication skills to prepare students for collective and responsible professional practice.

iv. **Promote technological proficiency in education by e**nabling students to integrate ICT and assistive technologies effectively in the teaching-learning process, enhancing inclusivity and innovation.

v. **Support diverse educational roles by** preparing students to take on multiple roles, including lifelong learners, facilitators, counselors, administrators, assessors, agents of change, and specialists in selected subjects.

vi. **Enhance critical thinking and problem-solving through** cultivating students' ability to think critically, solve complex problems, and adapt to changing educational and societal needs.

vii. **Address special educational needs by** equipping students with the skills to detect and support learners with special needs, ensuring inclusive education practices.

viii. **Encourage research for educational improvement by developing students' ability**

to conduct research to improve teaching, learning, and assessment methodologies.

ix. **Promote respect for human rights and lifelong learning by** fostering positive attitudes that respect equality, human rights, and the commitment to continuous professional development.

x. **Enhance communication and language skills by** strengthening students' ability to use language effectively as a tool for teaching, learning, and fostering educational outcomes.

8.1.5 Teaching Practice, Internship and Research Project

The Practical Teacher Training programme at Teofilo Kisanji University equips Bachelor of Arts with Education students with essential teaching skills through a structured, phased approach. The training integrates Pre-Teaching Activities, Immersive Simulated Teaching, and Practical Teaching Cycles, ensuring a balance between theory and practice. Pre-teaching activities are conducted at the university and focus on building foundational knowledge through lectures, demonstrations, and reflective exercises. Immersive simulated teaching provides an immersive simulation environment where students develop and practice lesson delivery under the guidance of Lecturers. Finally, practical teaching cycles, conducted at nearby schools, progressively transition students from observation and co-teaching to independent teaching, fostering real-world experience. Each phase is designed to promote hands-on learning, critical feedback, and professional growth, with detailed reporting required to track progress and reflect on outcomes.

8.1.6 Course Structure

The programme follows a two-semester academic year, with each semester comprising weeks of classes, weeks of practical teacher training, and weeks of university examinations. The assessment strategy is designed to measure the achievement of programme objectives and learning outcomes through a combination of continuous and summative evaluations. To ensure a balanced approach, **Continuous Assessment (CA) contributes 60%** of the final grade, while the **University Examination (UE) accounts for 40%.** The final research project is assessed differently, with the **research report contributing 100%** of the final grade in the absence of coursework.

8.1.7Teaching Practice and Internship

Teaching practice and internship will be done in the first and second years. It is a training and learning process, which students are expected to utilize the theories they learned through practice in secondary and teacher training institutions. They will teach for six weeks during the long vacation of both first and second years. Students will choose optional courses among secondary education methods, teacher education methods and adult education methods.

Students taking secondary education methods in their first second year will be attached to secondary schools for teaching practice, those taking teacher education methods will be attached to teacher training institutions or primary schools and those taking adult education methods will be attached to teacher training institutions.

8.1.8 Research Project

In the fourth semester, all students will be guided in identifying a particular problem in their field of study that must be relevant to the education sector.

With the assistance of the supervisors, students shall develop a research project proposal which will be graded independently at the end of the semester. In the fifth semester, all students will be required to implement the proposals i.e. design and carry out the proposed research project that is useful in solving an education-related problem.

A report should accompany the research project, those details and documents the problem that was studied. This project aims to help students implement skills gained in previous courses for example research skills. The University has published a guideline that guides students in developing their projects and reports.

Table 8.1.9. Credits Required for Graduation of BA (Ed)

COURSES	**FIRST YEAR**		**SECOND YEAR**		**THIRD YEAR**		**TOTAL**	**PERCENT**
	1ST SEM	2ND SEM	3RD SEM	4TH SEM	5TH	6TH		
EDUCATION	23	19	22	22	20	52	165	40
ACADEMIC SUBJECT 1	18	18	18	18	18	18	108	30
SUBJECT 2	18	18	18	18	18	18	108	30
TOTAL	**59**	**61**	**64**	**67**	**60**	**92**	**381**	**100**

Table 8.1.10 Subject Combinations of teaching subjects for Students taking Bachelor of Arts with Education (B.A (Ed))

SN	**Subject Combination**	**Abbreviation**
1	History and Kiswahili	**TEKU/B.A (Ed)/HK/…**
2	History and Geography	**TEKU/B.A (Ed)/HG/…**
3	History and English	**TEKU/B.A (Ed)/HE/…**
4	Geography and Kiswahili	**TEKU/B.A (Ed)/GK/…**
5	Geography and English	**TEKU/B.A (Ed)/GE/…**
6	Kiswahili and English	**TEKU/BEL/KE/…**

8.1.11 Education Courses

Table 8.1.11.1 Allocation of Credits for Education Courses –year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year 1			
TKED 8111	Philosophy of Education	Core	7
TKED 8112	Educational Psychology	Core	7
TKED 8112	Gender and Education	Core	9
Total			**23**
Semester 2 Year 1			
TKED8121	Inclusive Education	Core	6
TKED8122	Sociology of Education	Core	7
TKED 8123	Education Guidance and Counselling	Elective	6
TKFE 8121	Financial Literacy and Entrepreneurship Skills for Teachers	Elective	6
Total			**25**

Table 8.1.11.2. Allocation of Credits for Education Courses -Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year 2			
TKED 8231	Curriculum and Teaching	Core	8
TKED 8232	Professional Communication for Teachers	Core	6
TKED 8233	Educational Measurement, Evaluation and Statistics	Core	8
TKED 8234	Mental Health and Wellbeing for Teachers	Elective	6
Total			**22**

Semester 4 Year 2			
TED 8241	Instructional Leadership	Core	7
TKED 8242	Professional Ethics for Teachers	Core	7
TKED 8243	Classroom Action Research	Core	6
TKRE 8244	Research Project in Education	Core	9
Total			**29**

Table 8.1.11.3. Allocation of Credits for Education Courses -Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year 3			
TKLK 8354	Mbinu za Ufundishaji Kiswahili 1	Core	10
TKLE 8354	Teaching Methods in English 1	Core	10
TKHT 8354	Teaching Methods in History 1	Core	10
TKBS 8354	Teaching Methods in Business 1	Core	10

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year 3			
TKAC 8354	Teaching Methods in Accountancy 1	Core	10
TKEC 8354	Teaching Methods in Economics 1	Core	10
TKGE 8354	Teaching Methods in Geography 1	Core	10
TKDV 8354	Teaching Methods in Divinity 1	Core	10
Total			**80**
Semester 6 Year 3			
TKLK 8364	Mbinu za Ufundishaji Kiswahili 2	Core	26
TKLE 8364	Teaching Methods in English 2	Core	26
TKHT 8364	Teaching Methods in History 2	Core	26

8.1.12 Mtiririko wa Moduli za Kiswahili

Table 8.1.12.1. Mgawanyo wa Vigezi vya Kozi za Kiswahili- Mwaka wa Kwanza

Msimbo	**Jina la Kozi**	**Hadhi**	**Vigezi**
Muhula 1 Mwaka1			
TKLK 8111	Utangulizi wa Fasihi	Lazima	9
TKLK 8112	Mitindo ya Matumizi ya Kiswahili	Lazima	9
Jumla			**18**
Muhula 2 Mwaka1			
TKLK 8121	Utangulizi wa Lugha na Isimu	Lazima	9
TKLK 8122	Fasihi Simulizi	Lazima	9
Jumla			**18**

Table 8.1.12.2. Mgawanyo wa Vigezi vya Kozi za Kiswahili- Mwaka wa Pili

Msimbo	**Jina la Kozi**	**Hadhi**	**Vigezi**
Muhula 3 Mwaka2			
TKLK 8231	Fonolojia ya Kiswahili	Lazima	9
TKLK 8232	Historia na Maendeleo ya Kiswahili	Lazima	9
Jumla			**18**
Muhula 4 Mwaka2			
TKLK 8241	Mofolojia ya Kiswahili	Lazima	9
TKLK 8242	Nadharia ya Uandishi katika Kiswahili	Hitiari	9
Jumla			**18**

Table 8.1.12.3 Mgawanyo wa Vigezi vya Kozi za Kiswahili- Mwaka wa Tatu

Msimbo	**Jina la Kozi**	**Hadhi**	**Vigezi**
Muhula 5 Mwaka3			
TKLK 8351	Sintaksia ya Kiswahili	Lazima	9
TKLK 8352	Fasihi Andishi	Lazima	9
Jumla			**18**
Muhula 6 Mwaka3			

TKLK 8361	Semantiki na Pragmatiki ya Kiswahili	Lazima	9
TKLK 8362	Nadharia ya Tafsiri na Ukalimani	Lazima	9
Jumla			**18**

8.1.13 Allocation of Credits for English Language Courses

Table 8.1.13.1. Allocation of Credits for English Language Courses - Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year 1			
TKLE 8111	Introduction to Language and Literature	Core	9
TKLE 8112	Introduction to Literary Theories and Criticism	Core	9
Total			**18**
Semester 2 Year1			
TKLE 8121	Phonetics and Phonology	Core	9
TKLE 8122	African Literature	Core	9
Total			**18**

Table 8.1.13.2. Allocation of Credits for English Language Courses - Year 2Table

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year 2			
TKLE 8231	Morphology	Core	9
TKLE 8232	Translation and Interpretation	Core	9
Total			**18**
Semester 4 Year2			
TKLE 8241	Semantics	Core	9
TKLE 8242	Poetry and Drama	Core	9
Total			**18**

Table 8.1.12.2. Mgawanyo wa Vigezi vya Kozi za Kiswahili- Mwaka wa Pili

Msimbo	Jina la Kozi	Hadhi	Vigezi
Muhula 3 Mwaka2			

TKLK 8231	Fonolojia ya Kiswahili	Lazima	9
TKLK 8232	Historia na Maendeleo ya Kiswahili	Lazima	9
Jumla			**18**
Muhula 4 Mwaka2			
TKLK 8241	Mofolojia ya Kiswahili	Lazima	9
TKLK 8242	Nadharia ya Uandishi katika Kiswahili	Hiari	9
Jumla			**18**

Table 8.1.12.3 Mgawanyo wa Vigezi vya Kozi za Kiswahili- Mwaka wa Tatu

Msimbo	**Jina la Kozi**	**Hadhi**	**Vigezi**
Muhula 5 Mwaka3			
TKLK 8351	Sintaksia ya Kiswahili	Lazima	9
TKLK 8352	Fasihi Andishi	Lazima	9
Jumla			**18**
Muhula 6 Mwaka3			
TKLK 8361	Semantiki na Pragmatiki ya Kiswahili	Lazima	9
TKLK 8362	Nadharia ya Tafsiri na Ukalimani	Lazima	9
Jumla			**18**

8.1.13 Allocation of Credits for English Language Courses

Table 8.1.13.1. Allocation of Credits for English Language Courses - Year 1

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 1 Year 1			
TKLE 8111	Introduction to Language and Literature	Core	9
TKLE 8112	Introduction to Literary Theories and Criticism	Core	9
Total			**18**
Semester 2 Year1			

TKLE 8121	Phonetics and Phonology	Core	9
TKLE 8122	African Literature	Core	9
Total			**18**

Table 8.1.13.2. Allocation of Credits for English Language Courses - Year 2Table

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 3 Year 2			
TKLE 8231	Morphology	Core	9
TKLE 8232	Translation and Interpretation	Core	9
Total			**18**
Semester 4 Year2			
TKLE 8241	Semantics	Core	9
TKLE 8242	Poetry and Drama	Core	9
Total			**18**

8.1.13.3. Allocation of Credits for English Language Courses - Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year 3			
TKLE 8351	Syntax	Core	9
TKLE8352	Sociolinguistics	Core	9
Total			**18**
Semester 6 Year3			
TKLE 8361	Stylistics and Discourse Analysis	Core	9
TKLE 8362	Prose	Core	9
Total			**18**

8.1.14 Allocation of Credits for History Courses

Table 8.1.14.1 Allocation of Credits for History Courses - Year 1

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 1 Year1			

TKHT 8112	Basic Concepts and Perspectives in Historical Scholarship	Core	9
TKHT 8113	Survey of World History From Earliest Times to 1800	Core	9
Total			**18**

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 2 Year1			
TKHT 8121	African History From Earliest Times to 1800	Core	9
TKHT 8122	Environmental History in Tanzania	Core	9
Total			**18**

Table 8.1.14.2. Allocation of Credits for History Courses - Year 2

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 3 Year 2			
TKHT 8231	Philosophies and Methodologies of History	Core	9
TKHT 8232	Government and Administrative History of Tanzania	Core	9
Total			**18**
Semester 4 Year2			
TKHT 8241	Globalization in Historical Perspective	Core	9
TKHT 8242	Arts, Sports and Music Histories in Tanzania	core	9
Total			**18**

Table 8.1.14.3. Allocation of Credits for History Courses - Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year3			
TKHT 8351	Archaeology of Tanzania	Core	9
TKHT 8352	Health, Diseases and Healing in the 19th and 20th	Core	9

Total			**18**
Semester 6 Year3			
TKHT 8361	Oral History in Tanzania: Theory and Practical	Core	9
TKHT 8362	Religions in African history	Core	9
Total			**18**

8.1.15 Allocation of Credits for Geography Courses

Table 8.1.15.1. Allocation of Credits for Geography Courses - Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKGE 8111	Introduction to Physical Geography	Core	9
TKGE 8112	Environmental Education	Core	9
Total			**18**
Semester 2 Year1			
TKGE 8121	Climatology	Core	9
TKGE 8122	Surveying and Mapping Science	Core	9
Total			**18**

Table 8.1.15.2 . Allocation of Credits for Geography Courses - Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TKGE 8231	Quantitative Techniques in Geography	Core	9
TKGE 8232	Spatial Organisation	Core	9
Total			**18**
Semester 4 Year2			
TKGE 8241	GIS and Remote sensing (RS)	Core	9

TKGE 8242	Population Distribution and Environmental Health	Core	9
Total			**18**

Table 8.1.15.3. Allocation of Credits for Geography Courses - Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year3			
TKGE 8351	Natural Resources Management	Core	9
TKGE 8352	Soil Resources and Conservation	Core	9
Total			**18**
Semester 6 Year3			
TKGE 8361	Contemporary Issues in the Geography of Africa	Core	9
TKGE 8362	Biogeography	Core	9
Total			**18**

8 .2 FACULTY OF HUMANITIES AND SOCIALSCIENCES (FHSS)



Graduates of the Faculty of Humanities and Social Sciences



University Chaplaincy

8.2.1 Massage from the Dean-FHSS

Welcome to the Faculty of Humanities and Social Sciences at Teofilo Kisanji University (TEKU) in Mbeya. This is a newly formed Faculty which merges the former two Faculties; Faculty of Theology and Faculty of Arts and Social Sciences; which are now Departments. The Faculty is a home of Scholars and students with specialization in Theology, and the teaching subjects of Geography, English, Kiswahili history and Sociology. Students are trained to cater for the needs of society in the respective specializations. The major emphasis of the Faculty is Teaching, Research and Community services. Scholars in various fields are engaged into projects for the publication of researches in journals and books apart from their teaching routines. As soon as students join the Faculty, they are introduced to the ongoing projects and the need for them to contribute to them in one way or another. Community services are conducted in terms of seminars and projects to various community groups; Moreover, the Faculty is open to various ideas and suggestions that lead to academic growth. It is indeed a pleasure to welcome you to be part of this magnificently growing Faculty as a lecturer or student.

8.2.2. Faculty Objectives

Faculty of Humanities and Social Sciences has the following objectives:

i. To equip students with appropriate knowledge and skills in their subject areas of speciality
ii. To instil in students, the spirit of independent study and search for knowledge and skills.
iii. To instil in students' high standards of professional conduct and a sense of responsibility and accountability.
iv. To enable students, develop critical thinking, analytical skills reasoning, judgement and participate in development activities.
v. To enable students, use a computer and Internet to write their research papers and for life-long learning.

(a) DEPARTMENT OF THEOLOGY (DOTH)

8.2.3 Introduction

The Department of Theology provides academic and professional theological education in programmes and promotes research in these areas. Through its programmes and resources, the Department trains men and women for faithful and creative leadership in the mission of the Church. Grounded in the scriptural, historical, and doctrinal sources and practices that shapes the Christian Church. The department seeks to faithfully carry that identity into the future. The Department of Theology offers different programmes in theology from Non Degree to Postgraduate programmes in General Certificate in Theology, Ordinary Diploma in Theology, Bachelor of Divinity, Masters of Theology and PhD in Theology.

The programmes intend to equip students in the ordained ministry, religious education and other ministries within the church and society.

8.2.4 Units of the Department of Theology

The faculty consists one department of Theology and three units which are:

i. Biblical Studies
ii. Systematic Theology and Church History
iii. Practical Theology and Liberal Arts

8.2.5 Course Codes Identification

Course codes are identified as follows:
TBD: T stands for TEKU; B for Bachelor, and D for Divinity four digits are used which are to be understood as follows; The first digit stands for the UQF level, second digit stands for the year in which the course is offered; and the third digit indicates the semester in which the course is offered and the fourth digit the number of occurrences of the course within the series of courses in a particular department.

8.2.6 Bachelor of Divinity

The Bachelor of Divinity Programme is designed to provide good academic preparation for those who aim to serve in the ordained ministry of churches, and is flexible enough to accommodate also students with some other career aspirations. The aim is to train students and develop them in an advanced theological training for effective ministry. Additionally, to equip students with the profession; this will help them to deal with the present and future challenges in both the church and the community. In order to graduate a student is required to have 360 credits

8.2.7 Course Listing

8.2.7.1 Number of Credits Required for BD Graduation

In order for a BD student to graduate, he/she must take and pass a minimum of 360 credits. For six semesters. Where 50 credit one (1) hour of instruction constitutes 10 hours' credits have to be taken per semester. The distributions of the credits are as follows:

Table 8.2.7.1. Credits Required for Graduation of Bachelor of Divinity (BD)

Courses	**1st Year**		**2nd Year**		**3rd Year**		**Total**
	1st Sem	2ndSem	3rdSem	4thSem	5thSem	6thSem	
Theology	54	60	54	54	60	60	342
Cross-cutting	6	0	6	6	0	0	18
Total	60	60	60	60	60	60	360

Table 8.2.7.2. Theology Courses for year-1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TBDB 8111	New Testament Greek I: Grammar	Core	9
TBDB 8112	Introduction to Old Testament	Core	6
TLE 8112	Communication and Study Skills	Core	6
TBDP 8114	Homiletics	Core	6
TBDP 8115	Introduction to Pastoral Ministry	Core	6

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TBDS 8116	Introduction to Christian Theology	Core	6
TBDC 8117	Church History I: Ancient to Medieval Period	Core	6
TCS 8111	Basic Computer Studies	Core	6
TBDL 8119	Creative Writing	Core	6
Total			**60**

Table 8.2.7.3 . Theology Courses for year-2

Semester 2 Year1			
TBDB 8121	New Testament Greek II: Grammar	Core	9
TBDB 8122	New Testament Background	Core	9
TBD 8123	Old Testament History and Theology	Core	9
TBDP 8124	African Christian Marriage	Core	9
TBDP 8125	Worship and Liturgy	Core	6
TBDS 8127	Church History II: Reformation to Present	Core	6
TBDL 8128	Sociology of Religion	Core	6
TBDL 8129	Philosophy and Logic	Core	6
Total			**60**

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TBDB 8231	Reading New Testament Greek	Core	6
TBDB 8232	The Gospels and Acts	Core	9
TBDB 8233	Old Testament: Prophetic and Wisdom Literature	Core	9
TBDB 8234	Hebrew I: Grammar	Core	9
TBDP 8235	HIV and AIDS: Church and Healing Ministry	Core	9
TBDS 8236	African Traditional Religion (ATR)	Core	6
TBDC 8237	Moravian History I: Ancient Unity	Core	6

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TDS 8231	Development Studies I	Core	6
Total			**60**
Semester 4 Year2			
TBDB 8241	New Testament: Pauline and Catholic Letters	Core	9
TBDB 8242	Hebrew II: Grammar	Core	9
TBDS 8243	Dogmatic I: God, Creation, and Sin	Core	9
TBDC 8244	Church History in Africa: Central and East	Core	6
TBDC 8245	Moravian History II: Renewed Moravian Church and Missionary activities	Core	6

Course Code	Course Name	Core or Elective	Credits
Semester 4 Year2			
TBDL 8246	Research Methods in Theology	Core	6
TBDL 8247	Psychology of Religion	Core	6
Total			**60**

Table 8.2.7.4. Theology Courses for year-3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TBDP 8351	Christian Education	Core	9
TBDS 8352	Christian denominations	Core	9
TBDP 8353	Pastoral Field Attachment II	Core	9
TBDS 8354	African Reconstruction Theology	Core	9
TBDS 8355	Dogmatic II: Christology, Trinity, Pneumatology, Ecclesia and Eschatology	Core	9
TBDC 8356	Moravian History III: Moravians (Customs and Practices)	Core	9
TBDL 8357	Research Project in Theology	Core	6
Total			60
Semester 6 Year3			
TBDP 8361	Stewardship	Core	9
TBDP 8362	Church Administration	Core	9
TBDP 8363	Pastoral Care and Counselling/Clinical Pastoral Education	Core	9
TBDS 8364	Christian Ethics	Core	9
TBDP 8365	Missiology, Evangelism and Ecumenism	Core	9
TBDL 8356	Financial Management and Entrepreneurship	Core	9
TBDS 8367	Christian Approaches to Islam	Core	9
Total			**63**

b) DEPARTMENT OF ARTS AND SOCIAL SCIENCES (DASS)

The department of Arts and social sciences originates from the former faculty of Arts and social sciences which started in 2009/2010 academic year. In 2020 the faculty was merged with the faculty of Theology to form the current faculty of humanities and social sciences it caters for the teaching subject and Arts and social sciences programmers.

8.2.8. Bachelor of Human Resources Management (BHRM)

Table 8.2.8.1. Human Resource Management Courses-Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKHR 8111	Introduction to Human Resource Management	Core	12
TKHR 8112	Principles of Management and Administration	Core	12
TKHR 8113	Office Procedures and Records Management	Core	9
TKHR 8114	Business Mathematics	Core	12

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKHR 8115	Managing Customer Service	Core	6
TKHR 8116	Basic Computer Studies	Core	9
TKHR 8117	Introduction to field practice	Core	6
Total			**66**
Semester 2 Year1			
TKHR 8121	Communication skills	Core	12
TKHR 8122	Labor Economics	Core	12
TKHR 8123	Business Law and Ethics	Core	12
TKHR 8124	Principles of financial Accounting	Core	12
TKHR 8125	Field practice Training I	Core	12
Total			**60**

Table 8.2.8.2. Human Resource Management Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TKHR 8231	Basic Financial Management	Core	12
TKHR 8232	Guidance and Counselling	Core	12

TKHR 8233	Research Methodology	Core	12
TKHR 8234	International Human Resource Management	Core	12
TKHR 8235	Human Resource Planning	Core	12
Total			**60**

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 4 Year2			
TKHR 8241	Organizational Behavior	Core	12
TKHR 8242	Principles of Industrial Relations	Core	9
TKHR 8243	Human Resource Information Systems	Core	9
TKHR 8244	Strategic Human Resource Management	Core	12
TKHR 8245	Contemporary Issues in Human Resource Management	Core	9
TKHR 8246	Fieldwork practice Training II	core	12
Total			**63**

Table 8.2.8.3. Human Resource Management Courses-Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year3			
TKHR 8351	Leadership and organizational change	Core	12
TKHR 8352	Recruitment and Selection	Core	9
TKHR 8353	Employee Compensation and Rewards management	Core	12
TKHR 8354	Principles of Microeconomics	Core	12
TKHR 8355	Workforce Diversity and conflicts Management	Core	9
TKHR 8356	Entrepreneurship and Innovation	Core	9
Semester 6 Year3			
TKHR 8361	Labour Laws	Core	12
TKHR 8362	Employee Training and Development	Core	12

Course Code	Course Name	Core or Elective	Credits
TKHR 8363	Managerial Skills Development	Core	12
TKHR 8364	Performance measurement and Management	Core	12
TKHR 8365	Research Project & Report Writing	Core	12
Total			**60**

8.2.9 Bachelor of Arts in Economics (BAEC)

Table 8.2.9.1. Economics Courses-Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKEC 8111	Principles of Microeconomics	Core	10
TKEC 8112	Development Economics	Core	10
TKEC 8113	Introduction to Field Practice	Core	10
TKBS 8111	Introduction to Business Studies	Core	10
TKBS 8112	Business Communication	Core	10
TKHR 8111	Human Resources Management	Core	10
Total			**60**
Semester 2 Year1			
TKEC 8121	Principles of Macroeconomics	Core	10
TKEC 8122	Agricultural Economics	Core	10
TKEC 8123	Health Economics	Core	10
TKAC 8121	Quantitative Methods for Business Decision	Core	10
TKBS 8121	Business Law & Ethics	Core	10

Course Code	Course Name	Core or Elective	Credits
Semester 2 Year1			
TKFP 8124	Field Practice I	Core	10
TKCS 8121	Basic Computer studies	Core	6
Total			**66**

Table 8.2.9.2 Economics Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TKEC 8231	Intermediate Microeconomics	Core	10
TKEC 8232	Research Methods in Economics	Core	10
TKEC 8234	Mathematical Economics	Core	10
TKBS 8231	Operations Management	Core	10
TKBS 8232	Business Mathematics	Core	10
TKAC 8232	Strategic and Performance Management	Core	10
Total			**60**
Semester 4 Year2			
TKEC 8241	Intermediate Macroeconomics	Core	10
TKEC 8242	Introduction to Econometrics	Core	10
TKEC 8243	Labour Economics	Core	10
TKEC 8244	Basic Financial Management	Core	6
TKAC 8242	Business Consultancy Skills	Core	10
TKBS 8242	Development Perspective in Economics	Core	10
TKFP 8246	Field Practice II	Core	10
Total			**66**

Table 8.2.9.3. Economics Courses-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TKEC 8351	Monetary Economics	Core	10
TKEC 8352	Applied Econometrics	Core	10
TKEC 8353	Project Planning & Management	Core	10
TKEC 8354	Economic Policy Planning & Programming	Core	10
TKAC 8351	Taxation	Core	10

TKBS 8351	International Business Management	Core	10
TEI 8355	Entrepreneurship and Innovation	Core	6
Total			**66**
TKEC 8361	International Economics	Core	10
TKEC 8362	Natural Resource & Environmental Economics	Core	10
TKEC 8363	Public Finance	Core	10
TKEC 8364	Industrial & Production Economics	Core	10
TKBS 8361	Public Relation and Corporate Image	Core	10
TKBS 8362	Principles of Marketing & E-business	Core	10
TKRP 8361	Research Project and Report Writing	Core	10
Total			**70**

8.2.10 Bachelor of Arts in Social work (BASW)

Table 8.2.10.1. Social Work Courses-Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TSW 8111	Introduction to Social Work	Core	12
TSW 8112	Social Work Professional Ethics	Core	12
TSW 8113	Social Work Practice with Organization	Core	12
TSW 8114	Introduction to Field Practice	Core	12
TSW 8115	Community Work and Development Studies	Core	12
TSW 8116	Professional Communication Skills for Social Workers	Core	6
Total			**66**
Semester 2 Year1			
TSW 8121	Human Behaviour in Social Environment	Core	12
TSW 8122	Introduction to Social Welfare Policies	Core	12
TSW 8123	Social Work Practices with Individuals and Families	Core	12
TSW 8124	Social Work Practices with Groups	Core	12
TSW 8125	Field Practice I	Core	12
TSW 8126	Basic Computer Studies for Social Workers	Core	6
Total			**66**

Table 8.2.10.2. Social Work Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TSW 8231	Developmental Psychology	Core	12
TSW8232	Social Policy Implementation and Evaluation	Core	12
TSW 8233	Social work and disaster management	Core	12
TSW 8234	Social Work Practice with Communities	Core	12
TSW 8235	Fundamentals of guidance and counseling	Core	12
Total			**60**
Semester 4 Year2			
TSW 8241	Social Work and Law	Core	12
TSW8242	Community Development for Social Workers	Core	12
TSW 8243	Social Protection	Core	12
TSW 8244	Research Methods in Social Work	Core	12
TSW 8245	Social Work and the Elderly	Core	12
TSW 8246	Field Practice II	Core	12
Total			**72**

Table 8.2.10.3. Social Work Courses-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TSW 8351	Communication and Intervention in Social Work	Core	12
TSW 8352	Management and Administration in Social Work,	Core	12
TSW 8353	Organising social work	Core	12
TSW 8354	International Social Work and Social Development	Core	12
TSW 8355	Criminology and Correctional Services	Core	12
TSW 8356	Entrepreneurship and Innovation for Social Workers		6
Total			**66**

Semester 6 Year3			
TSW 8361	Child Rights and Development	Core	12
TSW 8362	Empowering Marginalised Populations	Core	12
TSW 8363	Social Work in Health Care	Core	12
TSW 8364	Counselling and Psychotherapy	Core	12
TSW 8365	Research Project and Report Writing in Social Work	Core	12
Total			**60**

8.2.11 Bachelor of Arts in Community Development (BACD)

Table 8.2.11.1. Community Development Courses-Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TCD 8111	Community Development Theories & Principles	Core	12
TCD 8112	African Social structure & Development	Core	12
TCD 8113	Gender for Community Development	Core	12
TCD8114	Communication and Study skills for Community Dev.	Core	6
TCD8115	Introduction to Sociology	Core	12
TCD8116	Principles of Microeconomics	Core	12
Total			66
Semester 2 Year1			
TCD 8121	Community Project Planning and Management	Core	12
TCD 8122	Community & Economic Development	Core	12
TCD8123	Basic Computer Studies	Core	6
TCD8124	Public Policy and Planning	Core	12
TCD8125	Principles of Macro Economics	Core	12
TCD8126	Field Practical Attachment I	Core	12
Total			**66**

Table 8.2.11.2. Community Development Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TCD 8231	Demography & Population trends	Core	12
TCD 8232	Legal aspects for Community Development	Core	12
TCD 8233	Child Protection	Core	12
TCD 8234	Social change & Development	Core	12
TCD 8235	Principles of Financial Accounting	Core	12
Total			**60**
TCD 8241	Strategic Planning & Community Development	Core	12
TCD8242	Research Methods in Social Science	Core	12
TCD 8243	Community Health Education & Development.	Core	12
TCD8244	Extension Principles, Methods and Approaches	Core	12
TCD 8245	Development studies	Core	6
TCD8246	Filed practical attachment II	core	12
Total			**66**

Table 8.2.11.3. Community Development Courses-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TCD 8351	Capacity Building & Development	Core	12
TCD 8352	Disaster Management & Preparedness	Core	12
TCD 8353	Management of Microfinance Institutions	Core	12
TCD 8354	Environment and Natural Resource Management	Core	12
TCD 8355	Writing Project Proposal	Core	12
TCD 8356	Entrepreneurship & Innovation	Core	6
Total			**66**
Semester 6 Year3			
TCD 8361	Research Project & Report Writing	Core	6

TCD 8362	Conflict Prevention, Resolution & Management	Core	12
TCD 8363	Principles of Management and Administration	Core	12
TCD 8364	Social Psychology and Community Development	Core	12
TCD 8365	Management of NGOs	Core	12
TCD 8366	Participatory Planning	Core	12
Total			**66**

8.2.12. Bachelor of Arts in Sociology (BASO)

Table 8.2.12.1. Sociology Courses-Year 1

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 5 Year3			
TSO 8111	Introduction to Sociology	Core	12
TSO 8112	Introduction to Anthropology and Culture	Core	9
TSO 8113	Introduction to Social Psychology	Core	12
TSO 8114	An Introduction to World Religions	Core	9
TSO 8115	Basic Computer Studies for Sociologists	Core	9
TSO 8116	Communication Skills for Sociologists	Core	9
Total			**60**
Semester 6 Year3			
TSO 8121	Introduction to Sociological Theories	Core	9
TSO 8121	Introduction to Sociological Theories	Core	9
TSO 8122	Introduction to Tanzanian Cultural Set - up	Core	9
TSO 8123	Sociology of families	Core	9
TSO 8124	Introduction to Global Production and Economic Systems.	Core	12
TSO 8125	Introduction to Philosophy and Logic	Core	9
TSO 8126	Field Practical/Attachment (8 weeks)	Core	12
Total			**60**

Table 8.2.12.2. Sociology Course-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2	**Specialization I: Population and Youth Nurturing Studies**		
TSOPY 8231	Youth Prospects for National/Social Transformation	Core	12
TSOPY 8232	Youth Delinquency and Criminology	Core	12
TSOPY 8233	Family and Gender Relations: A Traditional African Perspective	Core	12
TSO 8232	Youth and Entrepreneurship Management	Core	9
TSO 8233	Introduction to Research Methods in Sociology	Core	9
TSW 8232	Social Policy Implementation and Evaluation	Elective	9
TCD 8233	Legal aspects for Community Development	Elective	9
Total			**63**
Semester 4 Year2	**Specialization I: Population and Youth Nurturing Studies**		
TSO 8241	Qualitative & Quantitative Research Approaches in Sociology	Core	9
TSO 8242	Public Administration in Africa	Core	9
TSOPY 8241	Youth Deviance and Criminology	Core	12
TSOPY 8242	Rural Economy and Youth Participation in Tanzania	Core	12
TSO 8243	Field Practical/Attachment (8 weeks)	Core	12
TSW 8241	Social Work and Law	Elective	9
TCD 8243	Community Health Education & Development.	Elective	9
Total			**63**

Course Code	Course Name	Core or Elective	Credits
Semester 4 Year2	**Specialization II: Peace-Building and Conflict Resolution Studies**		
TSO 8241	Qualitative & Quantitative Research Approaches in Sociology	Core	9
TSO 8242	Public Administration in Africa	Core	**9**
TSOPC 8241	Child Abuse and Care	Core	9
TSOPC 8242	Social Security and Policy Schemes	Core	12
TSO 8243	Field Practical/Attachment (8 weeks)	Core	12
TSW 8241	Social Work and Law	Elective	9

TCD 8243	Community Health Education & Development.	Elective	9
Total			**63**

Table 8.2.12.3 Sociology Course-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3	**Specialization I: Population and Youth Nurturing Studies**		
TSO 8351	Sociology of Environment and Climate Change	Core	9
TSOPY 8351	Sociology, Youth and Sexuality	Core	12
TSOPY 8352	Socializing the Youth for Development	Core	12
TSO 8352	Ethno Diversity and Tanzanian National Unity	Core	9
TSO 8353	Gender, Power and Development	Core	9

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3	**Specialization I: Population and Youth Nurturing Studies**		
TSO 8354	Entrepreneurship & Innovations	Core	9
Total			**60**
Semester 5 Year3	**Specialization II: Peace-Building and Conflict Resolution Studies**		
TSO 8351	Sociology of Environment and Climate Change	Core	9
TSO 8352	Ethno Diversity and Tanzanian National Unity	Core	9
TSOPC 8351	Political Conflicts	Core	9
TSOPC 8352	Religious Conflicts and Reconciliation Approaches	Core	12
TSO 8353	Gender, Power and Development	Core	9
TSO 8354	Capacity Building & Sustainable Development	Core	9
Total			**60**
Semester 6 Year3	**Specialization II: Peace-Building and Conflict Resolution Studies**		

TSO 8361	Research Report Writing	Core	9
TSO 8262	Applied Professional Civic Ethics and Religious Ethics	Core	**9**
TSO 8363	Leadership and Management Skills	Core	9
TSOPC 8361	Managing Conflicts at family level	Core	12
TSOPC 8362	Governance in Africa and Gender	Core	12
TSW 8362	Empowering Marginalized Populations	Elective	9
TCD 8366	Participatory Planning	Elective	9
Total			**60**

NB: *Each student will be allowed to take only one elective course per semester in the semesters that offer the elective courses*

8.3 FACULTY OF SCIENCE AND TECHNOLOGY (FOST)



Computer Science lab

8.3.1 .1 Introduction

The Faculty of Science and Technology at Teofilo Kisanji University offers three years' degree programmes of Bachelor of Science in Environmental Science (BSc.ES), Bachelor of Science in Computer Science (BSc. Cs), and Bachelor of Science with Education (BSc. Ed).

This Faculty provides strong, flexible educational science degree programmes that are responsive to the immediate and long term needs of students the teaching profession. Tanzania as a country is still suffering from an acute shortage of mathematics and science teachers, environmental scientists and technologists and computer experts. The graduates from the Faculty of Science and Technology are expected to fill this gap.

8.3.2 Objectives

i) Main Objective

The Faculty intends to develop professionals who are fully equipped and competent in utilizing scientific knowledge and skills in planning, organizing, directing, teaching and implementing programmes.

Students shall be required to take a total of not less than sixty (60) credits and not more than sixty-six (66) credits in a semester. The courses will comprise of 24 credits for the Education

courses, 21 credits for the major teaching subject and 15 credits for the minor teaching subject in each semester and there will be additional credits for crosscutting courses in semesters when they are offered. A minimum of 120 credits shall have to be covered per year and 360 credits to complete a degree programme. One hour (1) of instruction is equivalent to 3 credits.

Course Codes

TKBL—Biology
TKCH– Chemistry
TKPH- Physics
TKMT– Mathematics
TKCS— Computer
TKRP - Research Project
TKES- Environmental Science

8.3.3. Bachelor of Science with Education (BSc. Ed) Programme

Students are required to study three Academic Years, each consisting of two Semesters. Students are required to take all core courses offered in a semester, in addition to which she/he may take optional courses from outside her/his programme requirement if the Faculty approves the application to this effect. The grades of optional courses will not be included in the calculation of credits required in a Semester, Annual or Final GPA. The courses will however appear on the Transcript or Progress Report of the student. In addition to the Common Courses compulsory to all TEKU student, the student currently takes courses in Education and two different (Science) Teaching Subject amongst the following:

- Chemistry—Biology with Education
- Biology– Geography with Education
- Chemistry– Geography with Education

The minimum study period to pursue a BSc. Ed, BSc.ES, and BSc. CS degree is three years and the maximum period will be five years. Within this period of time, the candidate should clear the pending courses and Examinations. Failure to do that means that the student shall be discontinued from studies. The Contact Hours will slightly differ between different teaching subject combinations/ subjects. The number of courses and Credits is equal in all choices but contact hours differ depending on distribution between different learning activities. Not that numbers are rounded up/ down and may not appear to tally. The following table compare the accrual of Credits in TEKU BSc. Ed and BSc. ES with the accrual of Credits.

Total Credits	**BSc. Ed**	**BSc. ES**	**BSc. CS**
TCU minimum Requirement	389	387	378

The Distribution of Learning Activities in BSc. Ed

Each Credit in the Programme refers to ten hours of students' work. The student's study workload in any course typically includes lectures, seminars, group– work, laboratory work, time

required by assignments, independent student and practical training and the planned credits/ workloads through different learning activities.

8.3. 4 Bachelor of Science with Education (BSc. Ed)

Students taking Bachelor of Science with Education will have to take two teaching subjects. The credits will be arranged as follows:

Table 8.3.4. Credits Required for Graduation of BSc. Ed

Courses	First Year		Second Year		Third Year		Total
	1st Sem	2nd Sem	3rd Sem	4th Sem	5th Sem	6th Sem	
Education	24	24	24	24	24	24	**144**
Subject 1	21	21	21	21	21	21	**126**
Subject 2	15	15	15	15	15	15	90
Cross-cutting	6	6	6	0	0	0	**18**
Total	66	66	**66**	**60**	**60**	**60**	**378**

NB: Students taking Education and Geography the courses are as specified in the Faculty of Education.

8.3.5.1 Course Listing for Biology Courses

Table 56. Biology Courses-Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKBL 8111	Evolutionary Biology and Genetics	Core	9
TKBL 8112	Plant structure and Physiology	Core	9
Total			**18**
Semester 2 Year1			
TKBL 8121	Invertebrate and Vertebrate Zoology	Core	9
TKBL 8122	Introduction to Parasitology and Entomology	Core	9
Total			**18**

Table8.3.5.2 Biology Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TKBL 8231	Introduction to Biochemistry	Core	9
TKBL 8232	Principles of Ecology and Environmental Biology	Core	9
Total			**18**

Course Code	Course Name	Core or Elective	Credits
Semester 4 Year2			
TKBL 8241	Introduction to Microbiology and Biotechnology	Core	9
TKBL 8242	Research Methods and Biostatistics	Core	9
Total			**18**

Table 8.3.5.3 Biology Courses-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TKBL 8351	Principles of Toxicology	Core	9
TKBL 8352	Vertebrate Anatomy and Physiology	Core	9
Total			**18**
Semester 6 Year3			
TKBL 8361	Developmental Biology	Core	9
TKBL 8362	Cell and Molecular Biology	Core	9
Total			**18**

8.3. 6 Course Listing for Chemistry Courses.

Table: 8.3.6.1 Chemistry Courses for year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKCH 8111	Introduction to Physical Chemistry	Core	9
TKCH 8112	Chemistry Practical Skills	Core	9
Total			**18**
Semester 2 Year1			
TKCH 8121	Fundamentals of Analytical Chemistry	Core	9
TKCH 8122	Fundamentals of Organic Chemistry	Core	9
Total			**18**

Table 8.3.6.2. Chemistry Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TKCH 8231	Inorganic Chemistry	Core	9
TKCH 8232	Stereochemistry and Aromaticity	Core	9
Total			**18**
Semester 4 Year2			
TKCH 8241	Chemical Thermodynamics	Core	9
TKCH 8242	Chemical Kinetics and Electrochemistry	Core	9
Total			**18**

Table 8.3.6.3. Chemistry Courses-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TKCH 8351	Instrumental Chemical Analysis	Core	9
TKCH 8352	Environmental and Green Chemistry	Core	9
Total			**18**

Semester 6 Year3			
TKCH 8361	Coordination Chemistry and Metallurgy	Core	9
TKCH 8362	Advanced Organic Synthesis	Elective	9
TKCH 8364	Organic Spectroscopy	Elective	9
Total			**18**

8.3.7 Bachelor of Science in Computer Science

Table 8.3.7.1. Computer Science Courses-Year 1

Course Code	Course Name	Core or Elective	Credits
Semester 1 Year1			
TKCS 8111	Computer Organization and Architecture	Core	10
TKCS 8112	Open-Source Technology	Core	10
TKCS 8113	Computer C Programming	Core	12
TKCS 8114	Computer Ethics	Core	10
TKMT 8111	Linear Algebra	Core	9
TKLE 8112	Communication skills for Engineers	Core	10
Total			**51**
Course Code			
TKCS 8121	Software Engineering	Core	10
TKDS 8121	Development Studies	Core	8
TKCS 8122	Computer Security	Core	10
TKMT 8123	Discrete Mathematics	Core	9
TKCS 8124	Computer Networking	Core	10
TKCS 8125	Database Management System	Core	12
TKCS 8126	Computer Operating System	Core	10
Total			**69**

Table 8.3.7.2. Computer Science Courses-Year 2

Course Code	Course Name	Core or Elective	Credits
Semester 3 Year2			
TKCS 8231	Data Structure & Algorithms	Core	10
TKCS 8232	Object Oriented Programming in Java	Core	12
TKMT 8233	Probability and Statistics	Core	9
TKCS 8234	Internet Application and Web Programming	Core	10
TKCS 8235	Systems Analysis & Design	Core	10
TKCS 8236	Management Information Systems	Core	9
Total			**60**
Semester 4 Year2			
TKCS 8241	Design and Analysis of Algorithms	Core	9
TKCS 8242	Software Project Management and Control	Core	9
TKCS 8243	Advanced Computer Networking	Core	12
TKCS 8244	Information Security and Digital Forensics	Core	12
TKCS 8245	Graphics and Multimedia Technology	Core	9
TKCS 8246	Industrial Practical Training	Core	15
TKCS 8247	Computer Hardware Maintenance &Troubleshooting	Core	9
Total			**75**

Table 8.3.7.3. Computer Science Courses-Year 3

Course Code	Course Name	Core or Elective	Credits
Semester 5 Year3			
TKCS 8351	Server Administration and Management	Core	10
TKCS 8352	Artificial Intelligence	Core	12
TKCS 8353	Human Computer Interaction	Core	9
TKCS 8354	Software Quality Assurance	Core	9
TKCS 8355	Mobile Application Development	Core	12
TKET 8356	Entrepreneurship	Core	10

Total			**62**
Semester 6 Year3			
TKCS 8361	Computer Science Project	Core	20
TKCS 8362	Block chain Technologies	Core	9
TKCS 8363	Data mining and warehousing	Core	10
TKCS 8364	Cloud Computing	Elective	12
TKCS 8365	Interactive Multimedia	Core	9
TKCS 8366	Internet of Things	Elective	9
Total			**69**

8 .3.8 Bachelor of Science in Environmental Science.

Courses Category	**Course Credit**						**Total**
	First Year		**Second Year**		**Third Year**		
	1st Sem	2nd Sem.	3rd Sem.	4th Sem.	5thSem.	6thSem.	
General Courses	15	18	24	18	0	0	75
Environmental Theoretical Courses	39	36	33	45	54	0	207
Environmental Practicum Courses	6	9	6	9	6	60	96
Total	**60**	**63**	**63**	**72**	**60**	**60**	**378**

Table 8.3.8.1 Environmental Science Courses-Year 1

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 1 Year1			
TKCS 8111	Basic Computer Skills	Core	6
TKES 8111	Introduction to Environment	Core	12
TKES 8112	Environmental Ethics and Philosophy	Core	9
TKES 8113	Occupational Safety and Health Practices	Core	9

TKES 8114	Environmental Factors and Productivity	Core	9
TKES 8115	Principles of Environmental Communication	Core	9
TKES 8116	Environmental Field Study I (Domestic)	Core	6
Total			**60**
Semester 2 Year1			
TKES 8121	Biodiversity Conservation and Wildlife Management	Core	9
TKES 8122	Environmental Pollution and Waste Management	Core	9
TKES 8123	Population and Development	Core	9
TKES 8124	Fundamentals of Ecology	Core	9
TKES 8125	Energy and Environment	Core	9
TKES 8126	Gender and Environment	Elective	6
TKES 8127	Surveying and Mapping Science	Core	9
TKES 8128	Environmental Education, Conservation and Advocacy	Elective	6
Total			**66**

Table 8.3.8.2 Environmental Science Courses-Year 2

Course Code	**Course Name**	**Core or Elective**	**Credits**
Semester 3 Year2			
TKES 8231	Remote Sensing	Core	12
TKES 8232	Geographical Information Systems (GIS)	Core	12
TKES 8233	Integrated Water Resources Management	Core	9
TKES 8234	Mining Activities and Environment	Core	9
TKES 8235	Environmental Policies and Laws	Core	6
TKES 8236	Environmental Economics and Entrepreneurship	Core	9
TKES 8237	Integrated Regional and Transboundary Water Resource Management	Elective	6
TKES 8238	Environmental Field Study II (Industries)	Core	6
Total			**69**

Semester 4 Year2			
TKES 8241	Environmental Statistics and Computer Application	Core	9
TKES 8242	Climate Change Impacts, Mitigation and Adaptation	Core	9
TKES 8243	Community Based Resources Management	Core	9
TKES 8244	Project Planning, Monitoring and Evaluation	Core	9
TKES 8245	Environmental and Social Impact Assessment	Core	9
TKES 8246	Research Methods	Core	9
TKES 8247	Climatology and Meteorological Data Analysis	Core	9
TKES 8248	Field Practical Training	Core	9
Total			**72**

Table 8.3.8.3. Environmental Science Courses-Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Stream I. Semester 5Year3 (Management Sustainability)			
TKMS 8351	Resources Management and Sustainable Development	Core	9
TKMS 8352	Hazards and Disasters Management	Core	9
TKMS 8353	Integrated Rural, Emerging Towns and Urban Land Planning	Core	9
TKMS 8354	Land and Soil Conservation and Management	Core	6
TKMS 8355	Green Infrastructures and Sustainable Cities	Core	6
TKMS 8356	Environmental Sociology and Psychology	Core	9
TKMS 8357	Principles of Environmental Management	Core	6
TKES 8358	Occupational Health and Safety Management	Core	6
TKMS 8359	Environmental Field Study III (Management)	Core	6
Total			**66**

Course Code	**Course Name**	**Core or Elective**	**Credits**
Stream II. Semester 5 Year3(Sciences & Sustainability)			
TKES 8351	Environmental and Sustainable Chemistry	Core	9

TKES 8352	Environmental Analysis and Instrumentation	Core	12
TKES 8353	Air Pollution Monitoring and Control	Core	9
TKES 8354	Environmental Microbiology and Biotechnology	Core	9
TKES 8355	Materials Science for Environmental Remediation and Restoration	Core	9
TKES 8356	Environmental Toxicology	Core	6
TKES 8357	Environmental Field Study III (Environmental Sciences)	Core	6
TKES 8358	Occupational Health and Safety Management	Core	6
Total			**72**

Table 8.3.8.4. Environmental Science Courses-Year 3

Course Code	**Course Name**	**Core or Elective**	**Credits**
Stream III, Semester 5 Year3. Water, Sanitation and Hygiene (WaSH)			
TKWS 8351	Water Quality Assessment and Management	Core	9
TKWS 8352	Water and Wastewater Treatment	Core	9
TKWS 8353	Rainwater and Storm water Management	Core	9
TKWS 8354	Sanitation Technologies	Core	9
TKWS 8355	Sanitation Systems and Public Health	Core	9
TKWS 8356	Hygiene Promotions and Community Participation	Core	9
TKWS 8357	Environmental Field Study III (WaSH)	Core	6
TKES 8358	Occupational Health and Safety Management	Core	6
Total			**66**
Semester 6 Year 3			
TKES 8361	Environmental Research Project	Core	24
TKES 8362	Environmental Internship	Core	36
Total			**60**

CHAPTER 9

9.0 MEMBERS OF UNIVERSITY ORGANS

9.1 Board of Trustees (BoT)

1.Rt. Rev. C.N. Sikombe	Chairperson and Chancellor	+255 784 429 055
2.Rev. M. Kategile	Ag, G. Secretary MCT	+255 757827125
3. Rt. Rev E. Yona	Member	+255 763 919 099
4.Mr. G. S. Sikali	Member	+55 752 786 650
5.Rt. Rev. R.Y. Pangani	Member	+255 764 570 120
6. Mr.J. D Mulimuka	Member	+255 626 777 228
7.Ms. E.Y, Wavenza	Member	+255 754 542 497
8. Rev. E.A. Mwasamboma.	Member	+255 752536 430
9.Prof. H. J. M. Mwansoko	Vice Chancellor	+255 713 211056

9.2 University Council

1. Dr. A. Mulimuka	Chairperson	+255 784 603517
2. Prof. H. J. M. Mwansoko	Secretary	+255 713211 056
3. Prof. T. Kassimoto	Member	+255 754567 374
4. Prof. E. S. Mligo	Member	+255 753489 160
5. Rt. Rev.L. Mwankuga	Member	+255 754883 767
6. Rev. M. Kategile	Member	+255 757827 125
7. Mr. A. Ngimba	Member	+255 754562 396
8. Mr. G. Emmanuel	Member	+255 756521 118
9. Mr. J.G. Kabuje	Member	+255 767062 020
10. Prof. A.N. Mvuma	Member	+255 755425 470
11. Dr. N. Ntawigaya	Member	+255 765101 477
12. Dr. M. Mpelwa	Member	+255 753029 200
13. Dr. J. Msindai	Member	+255 752435 175
14. Rev. Dr R. Mbao	Member	+255 767166 853
15. Rev. A. T. Mbulwa	Member	+255759 001 898
16. Rev. E. Simpanzye	Member	+255 766759 166
17. Ms. S. Seif	Member	+255 716574 028
18. Ms. L. Mashalo	Member	+255 767097 463
19. Mr. J. Kutawa	Member	+255 758792 126
20. Mr. A. Temba	Member	+255 758220 825
21. Mr. D. Simon	Member	+255 754871 938
22. Ms. M. Gwalema	Recording Secretary	+255 629751 499

9 .3 University Senate

1.Prof. H. J. M. Mwansoko	Chairperson	+255 713 211 056
2. Prof. T. Kassimoto	Member	+255 754 567 374
3. Prof. E. S. Mligo	Member	+255 753 489 160
4. Rev. M. Kategile	Member	+255 757 8271255
5. Dr. N. Ntawigaya	Member	+255 765 101 477

6. Mr. G. Emmanuel	Member	+255756 521 118
7. Ms. A. Abdul	Member	+266 717 857 280
8. Mr. A. Temba	Member	+255 758 220 825
9. Ms. L. Mashalo	Member	+255 767 097 463
10. Dr. J. Msindai	Member	+255 784 478 335
11. Rev. Dr. Mbao	Member	+255 767 166 853
12. Ms. S. Seif	Member	+255 716 574 028
13. Mr. Festus Andrew	Member	+255 781 724 200
14. Mr. Moses Yekonia	Member	+255 613 910 269
15. Rev. R. Meza	Member	+255 756 170 610
17.Mr. J.G. Kabuje	Member	+255 767 062 020
18. Ms. M. Gwalema	Member	+255 629 751 499

9.4 University Management

1. Prof. H. J. M. Mwansoko	Chairperson	+255 713 211 056
2. Prof. T. Kassimoto	Member	+255 754 567 374
3. Prof. E. S. Mligo	Member	+255 753 489 160
4. Dr. J. P. Msindai	Member	+255 784 478 335
5. Dr. N. Ntawigaya	Member	+255 765 101 477
6. Rev. M. Kategile	Member	+255 757 827 125
7. Ms. M. Gwalema	Secretary	+255 756 847 436
8. Rev. M. Kasyele	Member	+255 768 507 929
9. Mr. O. Ndemeke	Member	+255 784 359 227
10. Mr. I.S. Mwakamoja	Member	+255 752 132 314
11. Rev. Dr. R. Mbao	Member	+255 767 166 853
12. Rev. R. Meza	Member	+255 756 170 610
13. Mr. A. Temba	Member	+255 758 220 825
14. Mr A. Senka	Member	+255. 757 137 313

9.5 University Senate

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2. Prof. T. Kassimoto	Member	+255 754 567 374
3. Prof. E. S. Mligo	Member	+255 753 489 160
4. Rev. M. Kategile	Member	+255 757 8271255
5. Dr. N. Ntawigaya	Member	+255 765 101 477
6. Mr. G. Emmanuel	Member	+255756 521 118
7. Ms. A. Abdul	Member	+266 717 857 280
8. Mr. A. Temba	Member	+255 758 220 825
9. Ms. L. Mashalo	Member	+255 767 097 463
10. Dr. J. Msindai	Member	+255 784 478 335
11. Rev. Dr. Mbao	Member	+255 767 166 853
12. Ms. S. Seif	Member	+255 716 574 028
13. Mr. Festus Andrew	Member	+255 781 724 200
14. Mr. Moses Yekonia	Member	+255 613 910 269

15. Rev. R. Meza	Member	+255 756 170 610
17.Mr. J.G. Kabuje	Member	+255 767 062 020
18. Ms. M. Gwalema	Member	+255 629 751 499

9.6 University Management

1. Prof. H. J. M. Mwansoko	Chairperson	+255 713 211 056
2. Prof. T. Kassimoto	Member	+255 754 567 374
3. Prof. E. S. Mligo	Member	+255 753 489 160
4. Dr. J. P. Msindai	Member	+255 784 478 335
5. Dr. N. Ntawigaya	Member	+255 765 101 477
6. Rev. M. Kategile	Member	+255 757 827 125
7. Ms. M. Gwalema	Secretary	+255 756 847 436
8. Rev. M. Kasyele	Member	+255 768 507 929
9. Mr. O. Ndemeke	Member	+255 784 359 227
10. Mr. I.S. Mwakamoja	Member	+255 752 132 314
11. Rev. Dr. R. Mbao	Member	+255 767 166 853
12. Rev. R. Meza	Member	+255 756 170 610
13. Mr. A. Temba	Member	+255 758 220 825
14. Mr A. Senka	Member	+255. 757 137 313

CHAPTER 10

10.0 UNIVERSITY PERSONNEL

10.1 Senior Personnel of Teofilo Kisanji University

a) Vice Chancellor

Prof.Hermas.J.M. Mwansoko	PhD (Linguistics – University of York, UK), MA (Philology Lumumba University, Moscow USSR), Diploma (Journalism - Lumumba University)

b) Deputy Vice Chancellor Academic Affairs

Prof. T. Kassimoto	PhD Education (University of Zimbabwe); MA & BA (Education -UDSM)

c) Deputy Vice Chancellor for Panning, Finance and Administration

Rev. Prof. E. S. Mligo	PhD (Theol.) University of Oslo Norway, M. Phil. (University of Oslo Norway) BD, Tumaini University– Arusha Tanzania.

10.2 Faculties, Directorates and Departments Personnel

10.2.1 Faculty of Humanities and Social Sciences (FHSS)

a) Dean

Rev. Dr. R. Mbao	PhD (Theol.) TUMA, MTh (TUMA), BD (MOTHECO)

b) Head of Department of Theology

Rev. Mary Kategile	MA Th. – Bethlehem (USA), BD (MOTHECO) PGDE (TEKU) Dip. Dress making (Bethlehem PA)

c) Head of Department of Arts and Social Sciences

(i) Rev. Dr. T. Mwenisongole	PhD Theology (UNISA) MTh (Bethlehem USA) BD Makumira.

(ii) Assistant Coordinator

Mr. Z. Michael	MSc. Natural Resource Mngt (UDSM) BAED (UDOM)

10.2.2 Faculty of Education (FED)

a) Dean Faculty of Education (DFED)

Dr. N. Ntawigaya	PhD (Education) OUT, MA, (OUT) BAED (TEKU)

b) Head of Department of Education

Rev.Watson L. Masiba	MED (Applied Social Psychology) UDSM BD (TUMA) PGDE (UDSM)

10.2.3 Faculty of Science and Technology (FoST)

a) Dean

Dr. J. Msindai	PhD, Dip (University of London); MSc Lumumba University Moscow

b) Head of Department of Science and Technology

Dr. M. Mpelwa	PhD (Oilfield Chemistry) JINGZHOU MSc. (Chemistry) BEDEEN, BSC (Chemistry) UDSM

10.2.4 Coordinator Research, Consultancy, Publications (CRCP)

Mr. Daud Simon	MAED (UDSM) BAED (UDSM)

10.2.5 Coordinator Quality Assurance Unit

Mr. A. L. Temba	MSc. (Geography information system UDSM) BA Geography Environmental Studies (UDSM)

10.2.6 Coordinator Library and Documentation Unit (CLDU)

Ms. Swiga Alphonce	MSC (Information Sciences) (UDSM) BA (UDSM)

10.2.7: Undergraduate Studies Unit Coordinator Undergraduate Studies Unit(CUSU)

Ms. R. Kategela	MA (Kiswahili) (UDSM); BEL (TEKU).

10. 2.8 Chaplaincy

Rev. F. Mtepa	Masters of Theology (TEKU) Bachelor of Divinity (MOTHECO),

10.2.9 Continuing Education Programmes (CEP)

a) Coordinator of the programmes.

Rev. Revocatus Meza	MA (Theology) (Bethlehem, Pennsylvania), PGDE (TEKU) BD Moravian Theological College

b) Assistant Coordinator

Mr. Sule. M.	MSC (Community Economic Dert), (S.New Hampshire University, BA (Land use Planning) UDSM

10.2.10 Students Services UNIT (SSU)

Dean of Students

a). Ms. Stella Seif	**M**A (Applied Social Psychology) (UDSM); BED (Psychology) (UDSM); Dip. Education (Korogwe)

b). Assistant Dean

Ms Rev. Yustazia Shibanda	BD (TEKU)

10.2.11. Legal Issues Unit (LIU)

Legal Counsel

Ms. M. Gwalema	LLM (Mzumbe), LLB (Mzumbe)

10.2.12 Admissions and Examinations Unit(AEU)

a)Coordinator Admissions Unit (CAU)

Rev. M. Kasyele	MTh (Makumira), PGDE (TEKU), BD

(Makumira)

b)Coordinator of Examination Unit(CEU)

Mr. F. Nyoni	PGDE (SAUT), BSCCS (SJIIT

c) Data Centre Unit(DCU)

10.2.13: Data Manager

Mr. Hissan D. Mwahasanga	BSc. Computer Science (AA)

10.2.14. Administration and Human Resources Unit (AHRU), Coordinator of the Unit

Mr. I. B. Mwakamoja	BED (Commerce & Accountancy) MU, Diploma in Accountancy TIA

10.2.15 Planning and Development Unit (PDU), Coordinator of the Unit

Mr. A. Senka	MBA (University Wales) BA Economics (UDSM)

10.2.16 Public Relations and Marketing Unit (PRMU), Coordinator of the Unit

Ms. Nina Kibasa	MA. Journalism (MOI), BA—Journalism (UDSM)

10.2.17Coordinator of Health and Allied Sciences Unit (CHASU)

Mr. Riberatus Philipo	BSc. Nursing (UDOM); PGDE (TEKU)

10.3.0 Personnel in Faculties, Directorates and Units

10.3.1 Faculty of Education (FED)

a) Dean Faculty of Education (DFED)

Dr. N. Ntawigaya	PhD (Education) OUT, MAED (OUT) BAED (TEKU

b) Head of Department of Education

Rev.Watson L. Masiba	MED (Applied Social Psychology) UDSM BD (TUMA) PGDE (UDSM)

C) Staff of the Faculty of Education

Prof. Tuli Kassimoto	PhD (Education) (UZ) MAED (UDSM) BAED (UDSM)
Dr. N. Ntawigaya	PhD (Education) OUT, MAED (OUT) BAED (TEKU
Mr. O. Boaz	MA (Education) UDSM, BAED (UDSM),
Ms S. Seif	MA (Applied Social Psychology) (UDSM); BED (Psychology) (UDSM); Dip. Education (Korogwe)
Mr. D. Simon	MAED (UDSM), BAED (UDSM)
Rev.Watson L. Masiba	MED (Applied Social Psychology)

	UDSM), BD (TUMA) PGDE
Mr. C. Mfuse	MA (Education)RUCU, BAED (UDSM)
Ms. M. Jumbe	MEEAE (MWECAU), BAED (ETU)

10.3. 2 Faculty of Humanities and Social Sciences (FHSS)

(a) Dean Faculty of Humanities and Social Sciences

Rev. Dr.Mbao	PhD (Theol.) (TUMA), MTh (TUMA), BD (MOTHECO)

(b) Head, Department of Arts and Social Sciences

Rev. Dr. T. Mwenisongole	PhD Theology (UNISA) MTh (Bethlehem USA) BD Makumira.

(c) Head, Department of Theology

Rev. Mary Kategile	MA Th. – Bethlehem (USA), BD (MOTHECO) PGDE (TEKU) Dip. Dress making (Bethlehem PA)

(d) Academic staff

Rev. M.Kategile	MA Th. – Bethlehem (USA), BD (MOTHECO) PGDE (TEKU) Dip. Dress making (Bethlehem PA)
Rev. Dr. T. Mwenisongole	PhD Theology (UNISA) MTh (Bethlehem USA) BD Makumira.
Rev. M. Kasyele	MTh (TUMA), BD (MAKUMIRA, PGDE (TEKU)
Rev. R. Meza	MA (Theology) (Bethlehem, Pennsylvania), PGDE (TEKU) BD Moravian Theological College
Rev. E. Majani	MA (Theology) (TEKU); Bachelor of Divinity (TEKU); PGDE (TEKU)
Rev. E. L. Shibanda	MA (TEKU) BD (TEKU)

10. 3.3 Departments of Arts and Social Sciences (DASS)

Head of Department

Rev. Dr. T. Mwenisongole	PhD Theology (UNISA) MTh (Bethlehem USA) BD Makumira.

Assistant Head of Department Arts and Social Sciences

Mr. Z. Michael	MSc. Natural Resources Mngt (UDSM), BAED (UDOM)

Academic Staff

Prof. Mwansoko	PhD (Linguistics – University of York,UK),MA (Philology) Lumumba University, MoscowUSSR), Diploma (Journalism - Lumumba University)
Ms. R. Kategela	MA (Kiswahili) (UDSM); BEL(TEKU).
Mr. B. Lilawola	MA (History, UDSM, BAED (UDSM)
Mr. N.E. Mkumbwa	MAED (Linguistics) UDSM, BAED

	(UDSM)
Mr. Z. Michael	MSc. Natural Resources Mngt (UDSM), BAED (UDOM)
Mr. A.L. Temba	MA. (Geographical Inf. Systems,BA. Geog + Env, studies (UDSM)
Mr. P. Wolfgang	MSc. Natural resources Management (UDSM), BAED (Geography) (UDSM).
Mr. S. Mkumbwa	MA (History) (UDSM), BAED (Education) (TEKU).
Mr. F.G. Mahe	MA (Sociology)UDOM, BA Sociology SAUT
Mr. N. Simbeye	MBA (MU) Adv. Diploma in Business Admn+Mngt (SIMUCO)
Mr. E. Jovinus	MA (Kiswahili) TUMA, BAED (TUMA)
Ms. Saraphina Mng'ong'o	MSC (Policy and Planning (MU) BSC Pol icy and Planning (MU)
Gloriana Mateves	MSC ED. (MU) BSC ED. (MU)
Anacredal S. Nyambongo	MA ED. ( ) BA (IRDP)
Saba Savinus A. N	MACD (Mt. Meru) BA .Social Science (Uganda)
Dr. Joachim A. L.Mwami	PhD (JKUL) MASO (UD) BASO (UD)
Mr. Simon Edward Ogunde	MASO (UD) BASO (UD)
Hellena J. Magesa	MASO (SAUT) BASO (JUC)
Janeth S. Nolascus	MASO (SAUT) BASO (SAUT)
Anna Mwambande	MA Linguistic (UDSM) BA English (UDOM).
Ashura T. Mlimbila	MA Linguistics (UD) BAED (UD)
Elifuraha E. Laizer	MHRM (IAA) BPAM (MU)
Masatu D. Kafumu	MSCHRM (MU)BHRM (NIT)
Simon S. Makasi	MHRM (IAA) BHRM (MOCU)
Ambwene J. Kaminyoge	MACD (TICD) BA (Adult Ed)
Philomena Msuya	MSW (ISW) BSW (ISW)

10.3.4 Faculty of Science and Technology

(a) **Dean of the Faculty**

Dr. J. Msindai	PhD (Univ.Michigan), MA (Un, Michigan), BSc (UDSM)

b) Head Department of Science and Technology

Dr. M. Mpelwa	PhD (Oilfield Chemistry) JINGZHOU MSc. (Chemistry) BEDEEN, BSC (Chemistry) UDSM

(c) Academic Staff

Mr. M. Lufingo	MSc. Environmental Science and Engineering - HMAiST) BSc. (Chemistry) UDOM
Mr. J. Marceline	MA (Geo & Chemistry) Globe Dynamics) Badji Mokhtar Unn, BSc. (Geo Chemistry+ environment (BadjiMokhatoUnn)

Mr. N Tibashailwa	MSc. (Biochemistry) UDSM, BSc (Ed) MWE CAU
Mr. B. Nampela	MSc. Ed (Biology) UDSM, BSc. Ed Biology UDSM)
Mr. F. D. Shayo	MSc. Ed (Biology) UDSM, BED Science (MWECAU
Mr. A. S. Mwaihabi	MA (Statistics) UDSM, BED (Maths) Brock Univ.
Mr. G. Anganile	MSc. Computer Science (UDOM), BSc. Computer Science (UDOM)
Mr. G. Nsemwa	MSc (Environ. Mngt(Egypt), BSc Env. (TEKU)
Mr. G. B. Gatawa	MSc. (Chemistry) MarwallUniv-India, BSC. ED (UDSM)
Mr. D. Lumumba	MSc (Information Security (IAA), BSc (Computer Science (RUCU)
Ms. Hellena D. Jacobo	MSCED Chemistry (DUCE) BScED Chemistry (DUCE)
Ms. Grace L. Sanga	MSC Environmental Science, Management and Technology (SUA) BSC Environmental Planning and Management (Mipango)
Mr. Ochuodho Isaya	MSC Computer Science (UDSM) BSC Information Technology (Cavendish Uni. Uganda)
Mr. Paul C. Mhoja	MSC Information Systems and Technology St. Petersburg Electrotechnical Uni. Rusia BSC Information Technology (SMMUCO)
Ms. Suzan S Msenga	MSC Applied Mathematics (UDSM) BSCED. (Chemistry and Mathematics (SUA)

Tutorial Assistants

Mr T. Nkelebe	BSc. (Biotech&LabSC) (SUA)
Ms J. Damasi	BSc. Ed(Chem&Biol) (TEKU**)**
Mr. J. Emmanuel	BSC Computer Science (MUST)

d) Laboratory Technicians

Mr. N. Rugudagiza,	Diploma in Lab Technology (UDSM)
Ms. M. Revocatus	Cert.Lab Science (VETA)
Ms. E. Nixon	Cert Lab Sc. (VETA)

10.3.5. Continuing Education Programmes (CEP)

Coordinator

Rev. R. Meza	MTh (Bethlehem), BD (MOTHECO), PGDE (TEKU)

(b) Deputy Coordinator

Mr. M. Sule.	Master of Science in Community Economic Development (Ms.CED) (SNHU), BA (Hons) Land Use Planning (UDSM), Postgraduate Certificate in Performance Based Financing (PBF) (UNZA).

Head of Department of Humanities

Mr. Charles, C.E.	BHRM (TIA)

Head of Department of Community Development

Ms. Kingililwe, M.	BASO ((TEKU)

e) **Head of Department of Journalism**

Mr. Mbugi, N.	BAJ (UOI) PGDE (SAUT)

c)Academic Staff

Mr.W.T. TMdolloh	Postgraduate Diploma in Education (PDGE) (TEKU), Bachelor of Art in Sociology (UDSM),
Mr. G. F. Mahe	Master of Arts in Sociology (UDOM), Bachelor of Arts in Sociology (UDSM).
Ms. M. Kanama	Bachelor of Academic Law (University of Mysore, India), Master of Science in Revenue Law and Administration (UDSM).
Ms. A. Haule.	Adv. Dip (TIA)
Mr. E.M. Jengela	BPLM (TIA)
Mr. M.P Brown	BAC (SAUT)
Mr. E.G. Mathew	BSC CS (TEKU)
Ms. E.C. Charles	BHRM (TIA)
Mr. C.B Kuyumbe	BAMC (SAUT)
Mr. B.I. Mwakamoja	BECA (MU)
Mr. S.P. Mfilinge	BPLM (MU
Mr. V. Okulo	BBA (TIA)
Mr. Banzi, B. P	BABE (MCU)
Mr. Shitindi N. L	LLB (UDOM)
Ms. Nkanda, J. N	BAF (CUOM)
Mr. Laizer L. L	BAED (TUMA)
Ms. Hamis, B. H	BAMC (SAUT)

10.3.6. Health and Allied Sciences Unit (HAS-Unit)

(a)Coordinator of the Unit

Mr. Riberatus Philipo	BSc. Nursing (UDOM); PGDE (TEKU),

(b)Academic officer of the Unit

Mr. Dawson Protace	BSc. Nursing (UDOM)

(c)Head of Departments

Mr. Clever Gwimile (NMT)	BSc. Nursing (St. John's University of Tanzania)
Mr. John Michael Henry (PST)	BSc. Pharmacy (St. John's University of Dodoma)
Dr. Sudi Hamisi Matitu	(CMT) Doctor of Medicine

HAS-Unit Staff

Mr. Claud Kevela	BSc. Nursing (St. John's University of Tanzania)

Dr. Gibson Kilingo	Doctor of Medicine (University of Constantine 03, Algeria)
Ms. Secilia Daniel	Bachelor Degree in Information Technology (CBE)
Ms. Sarafina Frank Mfikwa	Medical laboratory technologist (RUCU)
Mr. Wallen J Haule	BSc. Nursing (UDOM)
Ms. Bless Emmanuel Mwailubi	Dip. In Nursing and Midwifery (TEKU)
Ms. Hasna Hamisi Saidi	BSc. Nursing (KAIRUKI)
Dr. Meshack Simon	Doctor of Medicine (UDOM)
Dr. Agrey Godfrey Masonga	Doctor of Medicine (KCMC)
Ms. Sarah Mhagama	Diploma in Pharmacy (RUCU)
Mr. Gibson Jonathan Mwakisulu	BSc. Pharmacy (MUHIMBILI)
Mr. Daniel John	BSc. Pharmacy (MUHIMBILI)
Mr. Mwenda Zaire	BSc. Pharmacy (St. John's University of Dodoma)
Mr. Deo Stephano Mabhuye	BSc. Pharmacy (St. John's University of Dodoma)
Mr. Petro Masanja	Diploma in Pharmacy (DECCA)
Ms. Ansfrida Alfred	BSc. Nursing (UDOM)
Dr. Nicholaus Salvatory Mbishi	Doctor of Medicine
Mr. N.J. Sagasii	BSc. Pharmacy CUHAS Bugando
Ms. F. Saimon	BSc. Midwifery (MUHAS)
Mr. T.A. Kibiki	BHRM (MU)
Mr. L. Mahenge	BCOM(UDOM)

10. 3.7 Library and Documentation Unit (LDU)

(a) Coordinator

Ms. S. Alphonce.	MA Information Studies, (UDSM), BA General – (UDSM),
Mr. Erasto Kihwaga	MSC (Information Sciences Library information studies) MOI University Kenya,

b) Library Staff

Ms. S. Alphonce.	MA Information Studies, (UDSM), BA General – (UDSM),
Mr. J. Mboma	Diploma in Librarianship (SLADs Baga moyo), Degree-
Mr. A. P. Mwansepe	Bachelor of library and information management open University 2016-2022, Diploma in Librarianship (TEKU), Diploma in secondary education Tukuyu teachers'college Diploma in library and information science TEKU
Ms. N. Mwangomo	Diploma in LIS, (TEKU), Certificate in Li brary Management (TLS)
Ms. T.Mganga	Diploma in LIS and Information Science, Certificate in Library Management

	(TEKU).
Ms. J, Kyando,	Diploma in Library archives and Documen tations studies, Degree- (OUT) Certificate in Library SLADS),
Ms. B. Kasyele	Diploma in LIS (TEKU) Certificate in Li brary and Information Services (TEKU).
Mr. S. Mwakatwila	Diploma in Librarianship (SLADs Baga moyo)
Mr. E. Mwakatobe	Diploma in library records and information sciences (TEKU), Certificate in library records and information science (TEKU)

10. 3. 8. Accounts Unit

(a) Bursar

Mr. O. Ndemeke	BAF (St. Johns)

(b) Assistant Accountants

Mr. O. Ndemeke	BAF (St. Johns)
Mr. D. Nzali	BBA (SAUT), DBA (CBE)
Mr. W. Lomba	BBA (TIA)
Mr. M. P.Brown	BAC (SAUT)
Ms. A. Mboya,	Postgraduate Diploma in Accountancy (TIA), Advanced Diploma in Accounting (TIA) BSC.(Environmenta Studies SUA.

c) Cashier

Ms. F. Mwakilachile	DBA (TEKU)

(d) Internal Auditor

Mr. A. Mwakamisa	Adv. Diploma(Accountancy) IFM

(d) Procurement /Stores Officer

Ms. C.B. Shayo	BBA-PSCM (MUST)

10.3.8. Personnel of Information and Communication Technology (ICT Unit)

a) Coordinator of the Unit

Mr. Hisani D. Mwasanga	BSc. (Computer Science) IAA

b) **HOD of information Tech.**

Ms. Abdul, M. A.	BSc. (UDOM)

c) ICT Staff

Ms. S. Komba	BSc. Computer St. Joseph (DSM)
Mr. F. P. Nyoni	PGDE Information Tech. (SAUTI), BSc (St. Joseph)
Mr. C Mwasanga	BSc. (Computer Science) IAA

Ms. C.L. Malima	Dip. Computer Science (St Joseph Dar)
Mr. C. Mwageni	BSc. ICT (OUT)
Mr. Michael B. Ambangile	BSc. (Computer Science) TEKU
Mr. Samwel Makweta	Diploma in information Technology (TEKU)
Ms. Grace N. Mwita	Diploma in Information Technology (TEKU)
Ms. Gwamaka, B.	BALIS (TURDACO)
Mr. Sanga, S.F.	BSc. IT (IFM)
Mwanguku, F.K.	BSc.CS (St. John-Dodoma)
Mathew, E.G	BSc.CS (TEKU)

CHAPTER 11

"Training for Better Life"

ALMANAC FOR UNDERGRADUATE PROGRAMMES 2025/2026 ACADEMIC YEAR.

JULY 2025

5th July	**:**	Council Meeting
1st -6th July	**:**	Preparations for University 2nd Semester Examinations
7th July	**:**	International Trade Fair- Public Holiday
29th June– 1st July	**:**	Continuous Assessment Submission
7th - 15th July	**:**	2nd Semester University Examinations
15th July 2025	**:**	Opening of the first Admission Window
15th July	**:**	Start of long vacation
24th July	**:**	Deadline of submission of 3rd year student research Reports
22nd July	**:**	Deans and Directors Committee Meeting
24th -31st July	**:**	Marking of Examinations
28th July- 6th Sept	**:**	Teaching Practice/Practical Training

AUGUST 2025

4th Aug-6th Aug	**:**	Submission of Examination Results
8th August	**:**	National Farmers Day- Public Holiday
7-11th Aug	**:**	External Examiners
11th Aug	**:**	Undergraduate Studies Committee Meeting
14th Aug	**:**	Faculty Board Meetings to scrutinize examination results
15th August	**:**	Higher Degrees Committee
18th August	**:**	Admission and Examination Committee Meeting
21st August	**:**	Faculty Board Meetings to scrutinize applicants of the first window
21st -26th August	**:**	Submission of applicants admitted in the first application window
22nd August	**:**	Senate Meeting to approve 2nd semester examination results for all programmes and New applicants in various Programmes.
26th August	**:**	Release of Examination Results

SEPTEMBER 2025

3rd September	**:**	Announcement of students admitted in the first Application window
3rd -21st September	**:**	Second application window
3rd -21st September	**:**	Confirmation window for applicants admit ted in the first application window
6th September	**:**	End of Teaching Practice/Practical Training
15th -19thSeptember	**:**	Supplementary Examinations/Special Ex amintions for all Programmes
16th – 21st September	**:**	Marking of Supplementary/Special Examinations
18th September	**:**	Quality assurance Committee
22nd September	**:**	Faculty Board meeting
24th September	**:**	Extra Senate Meeting
26th-30th September	**:**	Submission of students admitted in the second Application window
6th Sept – 2nd Nov.	**:**	Long Vacation

OCTOBER 2025

6th October	**:**	Announcement of students admitted in the second Application window
6th –19th October	**:**	Confirmation of students admitted in the second Application window
10th October	**:**	Joint Academic Meeting
11th October	**:**	Higher Degrees Committee Meeting
14th October	:	Mwl. Nyerere's Day- Public Holiday
15th October	**:**	Deans and Directors Committee Meeting
20th -24th October	**:**	Viva Voce for Higher Degrees students

NOVEMBER 2025

3rd -9th November	**:**	Reporting and Registration of New students
3rd November	**:**	Transfer window opens for newly admitted applicants (first year internal and inter- institutional transfers)
10th-11th November	**:**	Registration of Continuing students
12th November	**:**	Classes begin for 2025/2026 academic year
12th -30th November	**:**	Classes continue for continuing students
10th -15th November	**:**	Orientation week for new students.
17th -24th November	**:**	Submission of credit transfers applications to TCU
21st November	**:**	Board of Trustees Meeting/ and Convocation
22nd November	**:**	18th Graduation Ceremony
24th November	**:**	Deadline for submission of First year internal and inter-Institutional transfers
27th -31stNovember	**:**	Presentation of research proposals for Higher degrees.

DECEMBER 2025

1st -24th December	**:**	Classes continue
4th December	**:**	Submission of credit transfer feedback from TCU
4th December	**:**	Submission of first year internal and inter-institutional transfers feedback from TCU
4thDecember	**:**	Undergraduate Studies Committee
8th December	**:**	Higher Degrees Committee
5th December	**:**	Appointments and Human Resources Management Committee Meeting.
9th Dec	**:**	Independence Day – Public Holiday
12th Dec	**:**	Planning and Finance Committee Meeting
19th Dec	**:**	Audit Committee Meeting.
15th- 19th Dec	**:**	1stTest for first semester 2025/2026 academic year
25th Dec-1st Jan 2026	**:**	Christmas Holidays
31st Dec 2025	**:**	Deadline for submission of the 2025/2026 academic year enrolment data to TCU.

JAN 2026

1st January	**:**	New Year (Public Holiday)
2ND January.	**:**	Classes resume
2nd -31st January	**:**	Field Research and Data Analysis for Higher Degrees.
2nd – 31st January	**:**	**C**lasses Continue
5th January	**:**	Appointments and Human Resources Management Committee Meeting.
6th January	**:**	Deans and Directors Committee Meeting
11th -16th January	:	Test 1 for first Semester.
12th January	**:**	Zanzibar Revolution Day (Public Holiday)
19th January	**:**	Planning and Finance Committee Meeting
26th January	**:**	Audit Committee Meeting
31st January	**:**	Council Meeting.

FEBRUARY 2026

1st -28th February	**:**	Classes Continue
1-28th February	**:**	Writing Dissertations of students of Higher Degrees
12th February	**:**	Joint Academic Staff meeting
14th February	**:**	Faculty Board Meetings
16th -20th February	**:**	2nd Test for 1st Semester
24th February	**:**	Faculty Baraza

MARCH 2026

2nd -10th March	**:**	1st Semester University Examinations

2nd -7thMarch	**:**	Submission of Continuous Assessment Results for first Semester
9th – 15th March	**:**	Preparation for University Examinations
12th March	**:**	Higher Degrees Committee
13th March	**:**	Deans and Directors Committee Meeting
16th March	**:**	Quality Assurance Committee
16th -24th March	**:**	1st Semester University Examinations
18thMarch	**:**	Undergraduate Studies Committee
19th -20th March	**:**	Eid Al Fitr
24th -27th March	**:**	Presentation of Draft Dissertations of Higher Degrees
24th - March -7th April	**:**	1st Semester recess and Marking of semester examinations

APRIL 2026

1st -30th April	**:**	Working on corrections of the Dissertations of Higher Degrees
3rd-6th April	**:**	Easter Holidays
7th April	**:**	Karume Day- Public Holiday
8th April	**:**	Classes Resume for 3rd year Education and Non - Education Programmes
.**10th April**	**:**	Submission of Examinations Results to Faculty
13th 15th April	**:**	Faculty Board Meetings
13th April -22nd May	**:**	Teaching Practice for Education Programmes 1st +2nd year.
20th April	**:**	Admission and Examinations Committee
27th April	**:**	Senate Meeting
30th April	**:**	Release of Examination Results

MAY 2026

1st May	**:**	Workers Day (Public Holiday)
1st -22nd May	**:**	Teaching Practice/Continue for Education Programmes for 1st +2nd year Education Programmes.
25th -31st May	**:**	Classes resume for second semester for 1st and 2nd year Education Programmes
2nd -31st May	**:**	Classes Continue
13th May	**:**	Undergraduate Studies Committe
15th May	**:**	Appointment Management Committee Meeting.
18th-22nd May	**:**	1st second semester Test for 3rd year Education and Non Education Programmes
22nd May	**:**	Planning and Finance Committee Meeting
29th May	**:**	Audit Committee Meeting.

JUNE 2026

1st – 30th June	**:**	Classes Continue
1st -29th June	**:**	Working on Dissertations and preparation of papers for

		publication of Higher Degrees Programmes.
19th June	**:**	Higher Degrees Committee Meeting
22nd -26th June	**:**	2nd Test for 2nd semester for 3rd year Education and Non Education programmes
26th June	**:**	Quality Assurance Committee Meeting
30th June	**:**	Submission of Higher Degrees dissertations /Thesis to Faculties

JULY 2026

1st -4th July	**:**	Classes Continue for 3rd year Education and Non Education Programmes
1st – 31st July	**:**	Classes continue for Non Education Programmes for 1st-2nd year
5th July	**:**	Council Meeting
6th -10th July	**:**	Submission of Continuous Assessment results for 3rd year Education and Non Education Programmes
7th July	**:**	International Trade Fair- Public Holiday
15th July	**:**	Joint Academic Meeting
15th July 2026	**:**	Opening of the Admission Window
15th -20th July	**:**	Preparations for University 2nd Semester Examinations.
15th -20th July	**:**	1st test for 2nd semester for 1st and 2nd year Education Programmes. programmes for 3rd year Education and Non Education Programmes.
22nd - 31st July	**:**	2nd Semester University Examinations for 3rd year and Non Education Programmes
22nd July	**:**	Deans and Directors Committee Meeting
31st July	**:**	Deadline of submission of 3rd year student research Reports
22nd -31st July	**:**	Marking of Examinations

AUGUST 2026

1st August	**:**	Beginning of long vacation for 3rd year + Non Education Programmes
1st -31st August	**:**	Classes Continue for 1st+2nd year Education
7th - 10th August	**:**	Submission of Examination Resultsstudents.
8th August	**:**	National Farmers Day- Public Holiday
10th August	**:**	Undergraduate Studies Committee Meeting
10th Aug – 19th Sept	**:**	Practical Training for Non Education Programmes
14th --18 August	**:**	External Examiners
17th August	**:**	Higher Degrees Committee.
21st **-26th August**	**:**	Submission of applicants admitted in the first application window

24th -28thAugust	**:**	2nd test for 2nd semester 2025/2026 Academic year for 1st +2nd year Education Programmes

SEPTEMBER 2026

1st – 5th September	**:**	Classes continue 1st+2nd year Education Programme
3rd September	**:**	Announcement of students admitted in the first application window
3rd -21st September	**:**	Second application window
3rd -21st September	**:**	Confirmation window for applicants admit ted first application window
7th – 12th September	**:**	Preparation for 2nd semester Examination for 1st+2nd year Education Programme
7th -12th September	**:**	Submission of continuous Assessment Results 1st +2nd year Education Programme
11th September	**:**	End of Practical Training (Non Education Programme
14th -21st September	**:**	Preparations for University of 2nd semester Examinations for 1st and 2nd year students
21st September	**:**	Beginning of Long Vacation
21st – 30th September	**:**	Marking of 1st +2nd year Examinations
26th-30th September	**:**	Submission of students admitted in the second application window

OCTOBER 2026

1st – 2nd October	**:**	Submission of Examination results to faculty 1st+2 year Education Programme
3rd -9th October	**:**	External Examiners
6th October	**:**	Faculty Board Meetings
6th October	**:**	Announcement of students admitted in the second Application window
6TH –19TH October	**:**	Confirmation of students admitted in the second Application window
9 th October	**:**	Higher Degrees Committee Meeting
12th October	:	Undergraduate Studies Committee Meeting
12th October	**:**	Admission and Examination committee
14th October	:	Mwl Nyerere Day - Public Holiday
15th October	**:**	Senate Meeting
16th October	**:**	Release of Examination Results
16th October	**:**	Joint Academic Meeting
19th-23rd October	**:**	Reporting and Registration for New Students
19th -23rd October	**:**	Supplementary/Special Examinations for all Programme
21st October	**:**	Deans and Directors Committee Meeting

21st – 23rd October	**:**	Orientation week for 1st Year Students. 2026/2027 Academic year.
23rd -28th October	**:**	Marking of Supplementary Examinations
26th -27th October	**:**	Reporting and Registration for Continuing Students for Academic year 2026/2027
28th October	**:**	Classes begin for 2026/2027 academic Year
30th October	**:**	Faculty Board Meetings

NOVEMBER 2026

1st -30th November	**:**	Classes Continue for all programmes
2nd November	**:**	Admission and Examinations Committee
4th November	**:**	Senate Meeting
9th -13th November	**:**	Viva Voce/ Proposal presentation for Higher Degrees students 2026/2027
23rd 27th November	**:**	Presentation of Research Proposals Higher Degrees

December 2026

1st -24th December	**:**	Classes continue
4thDecember	**:**	Undergraduate Studies Committee
8th December	**:**	Higher Degrees Committee
9th December	**:**	Independence Day –Public Holiday
12th Dec	**:**	Board of Trustees Meeting/ and Convocation
12th Dec	**:**	19th Graduation Ceremony
14th- 18th December	**:**	1stTest for first semester 2026/2027
15th December	**:**	Appointments and Human Resources Man agement Committee Meeting.
18th December	**:**	Audit Committee Meeting.
22nd December	**:**	Planning and Finance Committee Meeting
25th Dec-1st Jan 2027	**:**	Christmas Holidays

Jan 2027

4th January	**:**	Classes resume
4th – 31st January	**:**	Classes Continue
6th January	**:**	Deans and Directors Committee Meeting
8th January	**:**	Council Meeting.
12th January	**:**	Zanzibar Revolution Day (Public Holiday)

N.B: Every Friday of the Week (Except on Public Holidays) is for Management Committee Meeting.