

INSTITUTE OF ACCOUNTANCY ARUSHA



APPLICATIONS FOR ADMISSION INTO VARIOUS CERTIFICATE , DIPLOMA AND MASTER DEGREE PROGRAMMES FOR MARCH INTAKE 2021/2022 ACADEMIC YEAR

The Institute of Accountancy Arusha invites applications from qualified **Tanzanians** and **non Tanzanians** for admission into the Institute's Certificate, Diploma and Master's Degree programmes for the **March Intake- 2021/2022** Academic year.

A: MASTER DEGREE PROGRAMMES- One Year Programmes

- i. Master of Business Administration-Information Technology Management (MBA-ITM)
- ii. Master of Business Administration (MBA)
- iii. Master of Business Administration-Procurement and Supplies Management (MBA-PSM)
- iv. Master of Science – Finance and Investment (MSc-FI)
- vi. Master of Accountancy (MA)
- vii. Master of Science – Project Planning Management (MSc-PPM)
- viii. Master of Accounting and Finance (MAF)
- ix. Master of Business Administration-Leadership and Governance (MBA-LG)
- xi. Master of Business Administration – Human Resources Management (MBA-HRM)

General Minimum Entry Qualifications:

- Bachelor Degree with at least a Second Class from an approved Institution of Higher Learning **OR**
- A second Class Advanced Diploma from a recognized Institute or equivalent qualifications **OR**
- A professional qualification recognized by Professional bodies **OR**
- Candidates with a PASS degree will be considered upon producing evidence of having obtained an examined Postgraduate Diploma.

xii. Master of Information Security (MIS)

Minimum Entry Qualifications:

- Bachelor Degree in Information Technology or Computer Science with at least a second Class **OR**
- Advanced Diploma in Information Technology or Computer Science or ICT related Subjects with at least Second Class and above **OR**
- NTA Level 8 with at least Second Class or above in Information Technology, Computer Science; **OR**
- Computer Science or Information Technology or ICT related qualifications recognized by NACTE or TCU as equivalent to NTA Level 8 with at least Second Class.

THE MASTER DEGREE PROGRAMMES MENTIONED ABOVE WILL BE CONDUCTED TO ALL CAMPUSES i.e. ARUSHA MAIN CAMPUS, BABATI CAMPUS AND DAR ES SALAAM CAMPUS.

Registration of students for the Master Degree Programmes will start on March 8th, 2021.

D: ORDINARY DIPLOMA PROGRAMMES - Two Years

- i. Ordinary Diploma in Accountancy (ODA)
- ii. Ordinary Diploma in Finance and Banking (ODFB)
- iii. Ordinary Diploma in Procurement and Logistics Management (ODPLM)
- iv. Ordinary Diploma in Business Management (ODBM)
- v. Ordinary Diploma in Computer Science (ODCS)
- vi. Ordinary Diploma in Information Technology (ODIT)
- vii. Ordinary Diploma in Records, Archive and Information Management(ODRAIM)
- viii. Ordinary Diploma in Multimedia (ODM)
- ix. Ordinary Diploma in Insurance and Risk Management with Apprenticeship (ODIRMA)
- x. Ordinary Diploma in Business Management with Chinese (ODBMC)

Minimum Entry Qualifications:

- Form VI (six) with at least **one** principal pass in relevant subjects with total points not below **1.5** obtained from the scoring: A = 5, B+= 4, B=3, C=2, D=1, E=0.5, F=0 for those who completed studies in year 2014 onwards **OR**
- Form VI (six) with at least **one** principal pass in Form VI (six) in relevant subjects with total points not below **1.5** obtained from the scoring: A = 5, B = 4, C=3, D=2, E=1, S=0. 5, F=0 for those who completed studies before the year 2014 **OR**
- An appropriate equivalent Certificate with second class or B average **OR**
- NTA Level 4

Registration of students for the Ordinary Diploma Programmes will start on April 1st , 2021 at ARUSHA, BABATI and DAR –ES-SALAAM Campuses.

E : BASIC TECHNICIAN CERTIFICATE PROGRAMMES - One Year

- Basic Technician Certificate in Accountancy (BTCA)
- Basic Technician Certificate in Computing & Information Technology (BTCCIT)
- Basic Technician Certificate in Business Management(BTCBM)
- Basic Technician Certificate in Finance & Banking (BTCFB)
- Basic Technician Certificate in Procurement & Logistics Management (BTCPLM).
- Basic Technician Certificate in Records, Archive and Information Management(BTCRAIM)
- Basic Technician Certificate in Insurance and Risk Management with Apprenticeship (BTCIRMA)
- Basic Technician Certificate in Business Management with Chinese (BTCBC)

Minimum Entry Qualifications:

- Form IV (four) with at least **four** passes in relevant subjects **OR**

Registration of students for the Basic Technician Certificate Programmes will start on April 1st, 2021 at ARUSHA, BABATI and DAR –ES-SALAAM Campuses.

MODE OF APPLICATION FOR CERTIFICATE, DIPLOMA AND MASTERS PROGRAMMES

- i. Upload your academic certificates as well as admission processing fee paying slip to iaa.ac.tz/oas.
- ii. Applicants are requested to apply through an IAA online application system which is iaa.ac.tz/oas by observing all Admissions and Signup instructions.

NB: Help and Support Instructions

For any inquiries about the Application Process please Call +255 784 542778 Gerald Malisa - Admissions officer || +255 757606552 Elipokea Manase - Admissions Officer || +255 713771264 Dr Michael Haule- Campus Manager- || +255 784244616 Edson Chongollo-Campus Manager || +255 742833444 PRO ||

iii. Applicants who meet minimum entry requirements for Master's Programmes will be required to pay a non-refundable admission processing fee of **TShs.50, 000/=** (Shillings fifty thousand only) or **US \$ 40** (forty US dollars only for non-Tanzanians and Diploma and Certificate applicants **Tshs.10, 000/=** (Shillings ten thousand only) payable through the Institute's bank accounts using the control number which the applicant advised to generate from IAA website (www.iaa.ac.tz) at the menu written **Payment Portal**. Take note of this control number and visit any branch of CRDB Bank, NBC Bank or NMB Bank to pay. At the bank, provide the control number to the teller to process your payment.

- **NB: In case of any problem please call 0713-725033 or 0762-691247.**

iv. The deadline for receiving Applications is **20th February, 2021.**

**RECTOR,
INSTITUTE OF ACCOUNTANCY ARUSHA,
P.O. BOX 2798,
ARUSHA.**

TEL: 255 027 27 2970232; 0757606552; 0784542778; 0782943676

OR

Dar-Es-Salaam Campus

CAMPUS MANAGER,

INSTITUTE OF ACCOUNTANCY ARUSHA-DAR CAMPUS,

P.O. BOX 69007,

DAR ES-SALAAM.

TEL: 255 22 286 4822; 0713771264

OR

CAMPUS MANAGER,

INSTITUTE OF ACCOUNTANCY ARUSHA

BABATI CAMPUS,

P. O. Box 26,

BABATI – MANYARA.

Telephone: +255 27 2970205; 0784244616; 0756874687