



TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

KURASINI AT THE JUNCTION OF KILWA/
NELSON MANDELA ROAD
All Correspondences to be
addressed to CEO - TIA
TELEPHONE NO. 022-2851035/36
KILWA/NELSON MANDELA ROAD,
FAX. NOS: 051 - 2851038
E-mail: tia@tia.ac.tz
Website: www.tia.ac.tz

P.O. BOX 9522,
DAR ES SALAAM

2021/2022

Mr/Ms

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.....

RE: ADMISSION LETTER AND JOINING INSTRUCTIONS FOR MASTERS' DEGREE PROGRAMMES

Congratulation for being selected to join TIA!

1. I am pleased to inform you that you have been selected for a **Masters' degree Programme** in.....
2. You are required to report at TIA Dar es Salaam campus for registration starting from 6th December, 2021. Studies will commence on 20th December, 2021.
3. Fees structure for academic year 2021/2022 for local students is as follows:

	First semester	Second semester
Amount Payable to TIA:		
Tuition Fee	1,980,000	1,980,000
Registration Fee	50,000	
TIASO	10,000	
Graduation costs	40,000	
Transcript, Statement/provisional result costs	20,000	
Quality Assurance Fee	20,000	
TOTAL	2,120,000	1,980,000

Apart from the above costs; NHIF fee of **Tsh 50,400/=** must be paid by students who have not been covered by any health insurance scheme.

ANNUAL FEES PAYABLE TO TIA BY FOREIGN STUDENTS

Description	USD
Tuition Fee per programme (registration, examination and library services) for foreign	4,500
Campus Accommodation (USD 5 per room per day)	1,250
Non-refundable medical fee (NHIF)	150
Graduation Gown	20
NACTE Quality Assurance Fee	15
Provisional/Statement of Results/Transcript Costs	10
Student Union Subscription Fee	10
TOTAL	5,935

4. Accommodation is not guaranteed. Where provided, it will be on the basis of first come first served at rental charge of TSHS. 450,000 per annum payable in lump sum at the beginning of the academic year. **Payment should be made using control number after a room has been secured.**

The following **RECOMMENDED ALLOWANCES** are payable to the student directly by the sponsor and are not included in the programme fee.

- a. Food is estimated between TZS. 10,000/= and 15,000/= per day
 - b. Books and stationeries TZS. 1,000,000/= per year.
 - c. Cost for writing dissertation including data collection in the field should be determined by individual sponsors or guardians though it is approximated between TZS. 5,000,000/= and Tshs.10, 000, 000/= depending on the type of research and where it is conducted.
5. Tuition fee amounting to **TSHS 500,000/=** or above and NHIF fee of **50,400** for those without any health insurance coverage should be paid to enable registration of the candidates. The remaining semester one tuition fee should be fully paid immediately after obtaining registration number.
 6. Deadline for paying semester one tuition fee is two months after commencement of studies. Candidates are advised to obtain control number before making any payment. Control number can be obtained after logging in into TIA system when conducting online registration. Pay though NMB or CRDB banks OR mobile networks such as M-Pesa, Tigo Pesa and Airtel Money using provided control numbers.

7. A. Bank: Follow these steps to pay

1. Record your control number and visit NMB or CRDB to make payments
2. Upon your arrival at any of the banks shown above, provide the control number to a teller to process the payment

B. M-Pesa: Follow these steps to pay

1. Dial *150*00#
2. Select 4 (Pay Bill)
3. Select 5 (Government Payment)
4. Select 1 (Control Number)
5. Enter Reference Number (Enter Control Number Here)
6. Enter amount (Enter the amount you want to pay)
7. Enter Password (Enter your account Password)
8. Enter 1 (To agree)

C. Tigo Pesa: Follow these steps to pay

1. Dial *150*01#
2. Select 4 (Pay Bill)
3. Select 5 (Government Payments)
4. Enter Reference Number (Enter Control Number)
5. Enter amount (Enter amount you want to pay)
6. Enter Password (Enter your account Password)

D. Airtel money: Follow these steps to pay

1. Dial *150*60#
2. Select 5 (Make Payments)
3. Select 3 (Government Payments)
4. Enter amount (Enter amount you want to pay)
5. Enter Reference Number (Enter Control Number)
6. Enter Password (Enter your account Password)

NOTE

- i. Fees once paid will not be refunded.
- ii. Expenses for meals, books, stationery, calculator and medical allowance have to be met by students' sponsors.
- iii. You are required to report for studies on **06rd December, 2021**. Selected applicants who will report two weeks after beginning of studies will not be accepted for registration and will be advised to apply afresh for another academic year.
- iv. Upon arrival a candidate will have to officially complete the registration process as per the directions which will be provided. Candidates are required to bring one recent passport size

photograph, **originals** and **copies** of all academic certificates, result slips, or transcripts and a birth certificate. Any other relevant professional or academic certificate can also be presented.

You are warmly welcome.



Dr. Momole Kasambala

Ag: CHIEF EXECUTIVE OFFICER

CHIEF EXECUTIVE OFFICER
KALITA INSTITUTE OF ACCOUNTANCY