



TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

CALL FOR APPLICATION INTO SEPTEMBER INTAKE 2024-2025

The Chief Executive Officer of Tanzania Institute of Accountancy invites applications from qualified candidates to join **Basic Certificate and Diploma programmes** for September intake 2024-2025.

1.0 Basic Technician Certificate Programmes (NTA Level 4): (One academic year/ two semesters)

- (i) Basic Technician Certificate in Accountancy (BTCA) – **DAR ES SALAAM, MBEYA, SINGIDA, MTWARA, MWANZA, KIGOMA & ZANZIBAR.**
- (ii) Basic Technician Certificate in Procurement and Logistics Management (BTCPLM) - **DAR ES SALAAM, MBEYA, SINGIDA, MTWARA, MWANZA & KIGOMA**
- (iii) Basic Technician Certificate in Human Resource Management (BTCHRM)-**DAR ES SALAAM, SINGIDA, MTWARA, MWANZA, KIGOMA & ZANZIBAR.**
- (iv) Basic Technician Certificate in Business Administration (BTCBA) – **DAR ES SALAAM, SINGIDA, MTWARA & KIGOMA.**
- (v) Basic Technician Certificate in Public Sector Accounting and Finance (BTCPSAF) **DAR ES SALAAM, MBEYA.**
- (vi) Basic Technician Certificate in Marketing and Public Relations (BTCMPR)- **DAR ES SALAAM, MBEYA, SINGIDA & MWANZA**

Minimum entry requirements: At least four (4) passes (grade “D” or above) at Certificate of Secondary Education (CSEE) excluding religious subjects

2.0 Diploma Programmes (NTA Level 5 & 6): (Two academic years / Four Semesters)

- (i) Diploma in Accountancy (DA) - **DAR ES SALAAM, MBEYA, SINGIDA, MWANZA, MTWARA, & KIGOMA.**
- (ii) Diploma in Procurement & Logistics Management (DPLM) **DAR ES SALAAM, MBEYA, SINGIDA, MWANZA, MTWARA & KIGOMA.**
- (iii) Diploma in Business Administration (DBA) – **DAR ES SALAAM, MTWARA, SINGIDA & KIGOMA.**
- (iv) Diploma in Human Resource Management (DHRM) - **DAR ES SALAAM, MTWARA, SINGIDA, MWANZA & KIGOMA.**
- (v) Diploma in Public Sector Accounting and Finance (DPSAF) **DAR ES SALAAM & MBEYA**
- (vi) Diploma in Marketing and Public Relations (DMPR) **DAR ES SALAAM, SINGIDA, MBEYA & MWANZA.**

Minimum entry requirements:

- (i) Basic Technician Certificate in related programmes accompanied with at least four passes at Certificate of Secondary Education (CSEE) excluding religious subjects.
- (ii) Advanced Certificate of Secondary Education (ACSEE) with at least **one principal pass and one subsidiary** in relevant subjects excluding Religious subjects.
- (iii) National Vocational Awards (NVA) level 3 accompanied with at least two passes at Certificate of Secondary Education (CSEE) excluding Religious subjects

MODE OF APPLICATION

- (i) Applicants for all academic programmes should apply online through our online application system via TIA website www.tia.ac.tz. Applicants are advised to observe all the application steps and procedures as guided by the system. Special help on completing applications will be provided for candidates who directly visit any of TIA campuses or call us through mobile contacts 0713776577, 0712173355, 0677 777 746 / 0625 777 744/ 0764777746
- (ii) Applicants can also apply through filling and submitting dully completed application forms. Application forms can be obtained at any TIA campus or TIA website.

NB: Application fee will be paid during registration and has been included in the fee structure.

APPLICATION DEADLINES.

Deadline for first round applications is **14th July, 2024**. Application for bachelor degree, postgraduate diploma and masters' programmes will commence on **15th July, 2024**.

***THE CHIEF EXECUTIVE OFFICER,
TANZANIA INSTITUTE OF ACCOUNTANCY (TIA),
AT THE JUNCTION OF NELSON MANDELA AND KILWA ROAD,
P.O. BOX 9522, DAR ES SALAAM.
Telephone: 0769 260 360 / 0713 776 577 / 0739 777 798
Email: tia@tia.ac.tz
Website: www.tia.ac.tz
Email: tia@tia.ac.tz or admission@tia.ac.tz***

FOR MBEYA CONTACT.

***THE CAMPUS DIRECTOR,
MBEYA CAMPUS,
LOCATED AT MWANJELWA AT THE JUNCTION OF ZAMBIA AND AIRPORT
ROAD - TANZANIA,
P.O. BOX 825, MBEYA.
Website: www.tia.ac.tz
Telephone 0713 735 005 / 0628 007 419
Email: tiambeya@tia.ac.tz or admission@tia.ac.tz***

FOR SINGIDA CONTACT.

THE CAMPUS DIRECTOR, SINGIDA CAMPUS,

**LOCATED AT THE JUNCTION OF MWANZA ROAD AND AIRPORT OR SEPUKA ROAD – TANZANIA,
P.O. BOX 388, SINGIDA.**

Telephone: 0679 445 447 / 0620 7001 111 / 0786 897 841 / 0786 897 801 / 0734 777 753 / 0752 540 341

Website: www.tia.ac.tz

Email: tiasingida@tia.ac.tz or admission@tia.ac.tz

FOR MWANZA CONTACT.

**THE CAMPUS DIRECTOR, MWANZA CAMPUS,
LOCATED AT NYAKATO AREA ALONG MUSOMA ROAD (NEAR BUZURUGA BUS STAND) - TANZANIA**

P.O. BOX 5247, MWANZA.

Telephone: 0767 399 889 / 0762 799 889 / 0684 202 352

Website: www.tia.ac.tz

Email: tiakigoma@tia.ac.tz or admission@tia.ac.tz

FOR MTWARA CONTACT.

**THE CAMPUS DIRECTOR, LOCATED AT MJI MWEMA AREA - TANZANIA,
P.O. BOX 169, MTWARA.**

Website: www.tia.ac.tz

Telephone 0767934148 / 0787772119

Email: tiamtwara@tia.ac.tz or admission@tia.ac.tz

FOR KIGOMA CONTACT.

**THE CAMPUS DIRECTOR, KIGOMA CAMPUS,
LOCATED AT KIGOMA UJIJI AREA ALONG LUMUMBA ROAD (RED CROSS BUILDING) - TANZANIA**

P.O. BOX 526, KIGOMA.

Telephone: 0754323492 / 0786172558 / 071313242 / 0656837440 / +255 282803529

Website: www.tia.ac.tz

Email: tiakigoma@tia.ac.tz or admission@tia.ac.tz

FOR ZANZIBAR CONTACT.

**THE CAMPUS MANAGER, ZANZIBAR CAMPUS,
LOCATED AT SHEIKH THABIT KOMBO BUILDING – MICHENZANI,
ZANZIBAR,**

P.O. BOX 244, ZANZIBAR.

Telephone: 0716 000 849 / 0777 849 712 / 0716 419 884

Website: www.tia.ac.tz

Email: tiazanzibar@tia.ac.tz or admission@tia.ac.tz