



TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

CALL FOR APPLICATION INTO SEPTEMBER INTAKE 2025/2026

The Chief Executive Officer of Tanzania Institute of Accountancy (TIA) invites applications from qualified candidates to join **Basic Certificate, Diploma, Postgraduate Diploma and Masters Programmes** for September Intake 2025/2026. Applicants with special needs are encouraged to apply.

1.0 BASIC TECHNICIAN CERTIFICATE PROGRAMMES (NTA Level 4): (One Academic Year/ Two Semesters)

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

Minimum entry requirements:

- i. At least four (4) passes (grade “D” or above) at Certificate of Secondary Education (CSEE) excluding religious subjects; OR
- ii. National Vocational Awards (NVA) level 3 accompanied with at least two passes 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, SINGIDA, MBEYA, MTWARA, MWANZA, KIGOMA, ZANZIBAR & TANGA.**
- (ii) Diploma in Procurement & Logistics Management (DPLM) **DAR ES SALAAM, SINGIDA, MBEYA, MTWARA, MWANZA, KIGOMA & TANGA.**
- (iii) Diploma in Business Administration (DBA) – **DAR ES SALAAM, SINGIDA, MTWARA & KIGOMA.**
- (iv) Diploma in Human Resource Management (DHRM) - **DAR ES SALAAM, SINGIDA, MTWARA, MWANZA, KIGOMA, TANGA & ZANZIBAR.**
- (v) Diploma in Public Sector Accounting and Finance (DPSAF) **DAR ES SALAAM & MBEYA & MTWARA.**
- (vi) Diploma in Marketing and Public Relations (DMPR) **DAR ES SALAAM, SINGIDA, MBEYA, MTWARA & 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; OR
- (ii) Advanced Certificate of Secondary Education (ACSEE) with at least **one principal pass and one subsidiary** in relevant subjects excluding Religious subjects.

3.0 POSTGRADUATE DIPLOMA PROGRAMMES (One Year/Two Semesters)

- (i) **Postgraduate Diploma in Accountancy (PGDA) - DAR ES SALAAM & MBEYA**
- ii) **Post Graduate Diploma in Procurement and Logistics Management (PGDPLM) - DAR ES SALAAM & MBEYA**
- iii) **Postgraduate Diploma in Financial Management (PGDFM) – DAR ES SALAAM**
- iv) **Postgraduate Diploma in Business Administration (PGDBA) - DAR ES SALAAM & MBEYA**
- v) **Postgraduate Diploma in Project Planning and Management- (PGDPPM) - DAR ES SALAAM.**

Minimum Entry Requirements:

Possession of bachelor degree, advanced diploma qualification or relevant professional qualifications. Read TIA admission regulations and guideline or TIA prospectus for the programme specific entry requirements.

4.0 MASTERS PROGRAMMES (18 Months)

- i) Master of Science in Accounting and Finance (Msc. ACC&FIN) DAR ES SALAAM, SINGIDA, MBEYA, MWANZA & ZANZIBAR.**
- ii) Master of Science in Procurement & Supply Management (Msc. PSM) DAR ES SALAAM, SINGIDA, MBEYA, MWANZA & ZANZIBAR.**
- iii) Master of Business Administration in Project Management (MBA. PM) DAR ES SALAAM, SINGIDA, MBEYA & MWANZA.**
- iv) Master Science in Human Resource Management with information Technology (MHRM-IT) DAR ES SALAAM, SINGIDA, MWANZA & ZANZIBAR.**
- v) Masters of Science in Marketing and Public Relations (Msc. MPR) DAR ES SALAAM & MWANZA.**

Minimum Entry Requirements

- i) Holder of bachelor degree or Advanced Diploma with at least **Lower second GPA**; OR
- ii) Holders of relevant postgraduate diploma programme; OR
- iii) Possession of professional qualification recognized by Professional Bodies e.g. CPA (T), ACCA, CIMA (**Msc. ACC&FIN**), CPSP (**Msc. PSM**); OR
- iv) Applicants with pass class must have a relevant work experience of at least three years.

NB: Please read the TIA admission regulations and guidelines or TIA prospectus for the programme specific entry requirements).

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, 677388297.
- (ii) Applicants for **only Basic Certificate and Diploma** 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, 2025**. Application for bachelor degree programmes will be communicated later.

CONTACT ADDRESS

HEAD OFFICE

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