



TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

KURASINI AT THE JUNCTION OF KILWA/
NELSON MANDELA ROAD

All Correspondences to be
Addressed to CEO – TIA

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P.O. BOX 9522,
DAR ES SALAAM.

2021/2022

MR/MRS/MISS

RE: ADMISSION LETTER AND JOINING INSTRUCTION FOR BACHELOR DEGREE PROGRAMMES

Congratulation for being selected to join TIA!

1. I am pleased to inform you that you have been selected to join TIA into a three-year Bachelor Degree programme in
You are required to report at **TIA**..... **Campus on 18th October, 2021.**

2. i. Fees structure for Bachelor Degree in Accountancy (BAC) in academic year 2021/2022 is as follows below:

Amount Payable to TIA	1 ST Semester	2 nd Semester
• Tuition fees	938,000/=	402,000/=
• NACTE quality assurance fee	20,000/=	
• Registration fee	50,000/=	
• Transcript, statements/Provisional results costs.	20,000/=	
• TIASO	10,000/=	
• NHIF(mandatory for candidates who have not been covered by any health insurance scheme)	50,400/=	
TOTAL	1,088,400	402,000

Tuition Fee for foreign students is US DOLLARS 900b per year, NHIF fee exclusive.

- ii. Fees structure for Bachelor Degree in Procurement and Logistic management (**BPLM**), Bachelor of Business Administration (**BBA**), Bachelor of Human Resource Management (**BHRM**), Bachelor of Marketing and Public Relations (**BMPR**), Bachelor of Public Sector Accounting and Finance (**BPSAF**) academic year 2021/2022 is as follows below:

Amount Payable to TIA	1st Semester	2nd Semester
• Tuition fees	868,000/=	372,000/=
• NACTE quality assurance fee	20,000/=	
• Registration fee	50,000/=	
• Transcripts, Statements/provisional results cost.	20,000/=	
• TIASO	10,000/=	
• NHIF(mandatory for candidates who have not been covered by any health insurance scheme)	50,400/=	
TOTAL	1,018,400/=	372,000

Tuition Fee for foreign students is US DOLLARS 900 per year, NHIF fee exclusive.

- Tuition fee amounting to TSHS 100,000/= and NHIF fee of 50,400 for those who have not been covered by any health insurance scheme should be paid using different control numbers which will be obtained at a respective campus to enable a candidate to proceed with registration. The remaining amount for semester one will be paid just after securing registration number.
- 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 year for Dar es Salaam campus (Kurasini hostels) and 120,000 per year for Dar es Salaam campus (Kijichi hostels). TSHS. 250,000 for Mbeya and Singida campuses per year. Hostel fee is paid on lump sum at the beginning of the academic year. **Payments should be made using control number after a room has been secured not otherwise.**

Candidates are advised to obtain control number before making any payment (**different control numbers for payment of tuition fee, hostel fee and NHIF fee**). Control number will be obtained at a respective campus after reporting for registration. Candidates will make payment through NMB or

CRDB banks OR through mobile networks such as M-Pesa, Tigo Pesa and Airtel Money using control numbers.

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 **18th October, 2021**. Selected applicants who will report two weeks after commencement

of studies will not be accepted for registration and will be advised to apply afresh for another academic year.

- iv. Selected candidates are allowed to transfer from one course to another or across TIA Campuses (Dar es Salaam, Mbeya, Mwanza and Singida) depending on availability of slots in a preferred programme and possession of required minimum entry requirements specific for the programme as indicated in the TCU guidebook. **Transfer window will be opened on 1st November and closed on 14th November, 2021.**
- v. 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

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ANZANIA INSTITUTE OF ACCOUNTANCY