

ORODHA YA KOZI ZA MAFUNZO MAREFU NA ADA ZA MASOMO KWA MWAKA

CERTIFICATE COURSES:

1 BASIC CERTIFICATE IN HUMAN RESOURCE MANAGEMENT (BTCHRM)	THS 540,000/=
2 BASIC CERTIFICATE IN PUBLIC RELATION (BTCPR)	THS 540,000/=
3 BASIC CERTIFICATE IN PUBLIC ADMINISTRATION (BTCPA)	THS 540,000/=
4 BASIC CERTIFICATE IN INTERNATIONAL RELATION (BTCIR)	THS 540,000/=
5 BASIC CERTIFICATE IN LOCAL GOVERNMENT ADMINISTRATION (BTCLGA)	THS 540,000/=
6 BASIC CERTIFICATE IN PROCUREMENT AND SUPPLY (BTCPS)	THS 540,000/=
7 BASIC CERTIFICATE IN RECORD MANAGEMENT (BTCRM)	THS 540,000/=
8 BASIC CERTIFICATE IN BUSINESS MANAGEMENT (BTCBM)	THS 590,000/=
9 BASIC CERTIFICATE IN DEVELOPMENT PLANNING (BTCDP)	THS 540,000/=
10 BASIC CERTIFICATE IN ECONOMIC AND FINANCE (BTCEF)	THS 590,000/=
11 BASIC CERTIFICATE IN BUSINESS INFORMATION TECHNOLOGY (BTCBIT)	THS 590,000/=
12 BASIC CERTIFICATE IN SECRETARIAL STUDIES (BTCSS)	THS 570,000/=
13 BASIC CERTIFICATE IN EDUCATIONAL LEADERSHIP AND MANAGEMENT	THS 540,000/=

ORDINARY DIPLOMA COURSES:

1 ORDINARY DIPLOMA IN BUSINESS INFORMATION TECHNOLOGY	TSH. 850,000/=
2 ORDINARY DIPLOMA IN BUSINESS MANAGEMENT	TSH. 850,000/=
3 ORDINARY DIPLOMA IN DEVELOPMENT PLANNING	TSH. 800,000/=
4 ORDINARY DIPLOMA IN ECONOMIC AND FINANCE	TSH. 850,000/=
5 ORDINARY DIPLOMA IN HUMAN RESOURCE MANAGEMENT	TSH. 800,000/=
6 ORDINARY DIPLOMA IN INTERNATIONAL RELATIONS AND DIPLOMACY	TSH. 800,000/=
7 ORDINARY DIPLOMA IN LOCAL GOVERNMENT ADMINISTRATION	TSH. 800,000/=
8 ORDINARY DIPLOMA IN PROCUREMENT AND SUPPLY	TSH. 800,000/=
9 ORDINARY DIPLOMA IN PUBLIC ADMINISTRATION	TSH. 800,000/=
10 ORDINARY DIPLOMA IN PUBLIC RELATION	TSH. 800,000/=
11 ORDINARY DIPLOMA IN PUBLIC SERVICE MANAGEMENT	TSH. 800,000/=
12 ORDINARY DIPLOMA IN RECORDS AND ARCHIVES MANAGEMENT	TSH. 800,000/=
13 ORDINARY DIPLOMA IN SECRETARIAL STUDIES	TSH. 800,000/=
14 ORDINARY DIPLOMA IN EDUCATIONAL LEADERSHIP AND MANAGEMENT	TSH. 800,000/=

BACHELOR DEGREE COURSES:

1 BACHELOR DEGREE IN HUMAN RESOURCES MANAGEMENT	THS. 1,400,000/=
2 BACHELOR DEGREE IN INTERNATIONAL RELATION AND DIPLOMACY	THS. 1,400,000/=
3 BACHELOR DEGREE IN RECORDS AND ARCHIVES MANAGEMENT	THS. 1,400,000/=

Malengo ya Chuo

1. Kuisaidia Serikali katika kuimarisha utendaji wa watumishi wake katika utoaji huduma kwa umma.
2. Kusaidia mageuzi yanayoendelea katika utumishi wa umma ili kuleta mabadiliko katika utendaji
3. Kupanga, kusimamia, kuratibu na kutathmini kwa vitendo programu ili kufikia mahitaji ya wadau katika nchi.
4. Kufanya Tafiti na kutoa ushauri elekezi katika masuala mbali mbali yanayo husiana na usimamizi na utawala wa Umma nchini.
5. Kuwa kituo cha kukusanya na kuhifadhi na kusambaza taarifa zinazo husiana na utumishi wa Umma
6. Kuendeleza na kulinda ubora wa watumishi wa fani mbali mbali zitolewazo

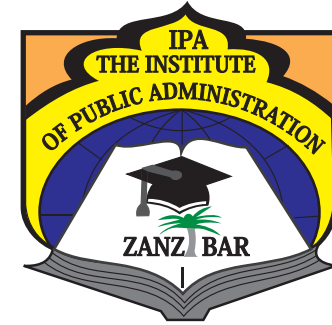
IPA

"KITUO MAHIRI KATIKA UTAWALA WA UMMA"



WAHITIMU WA MAHAFALI YA KUMI NA MBILI
YA CHUO CHA UTAWALA WA UMMA
JANUARI, 2020

CHUO CHA UTAWALA WA UMMA ZANZIBAR



Lengo la Chuo

Kuisaidia Serikali na Sekta binafsi katika kuimarisha utendaji wa watumishi wake katika utoaji huduma kwa umma.

Dira ya Chuo

Kuwa kituo bora cha Mafunzo ya utawala wa Umma na utoaji wa huduma nchini.

Dhamira ya Chuo

Kukuza ubora na ufanisi kwa watumishi wa Umma kwa kukuza uelewa mpana na ujuzi kupitia mafunzo na huduma za ushauri elekezi.

*A Centre of Excellence in
Public Administration*

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INSTITUTE DETAILS.

Registration No: REG/ BMG/028
 Registration Status: Full Resisted.
 Registration Date: 16 May, 2001.
 Accreditation Status: Accredited.
 Ownership: Government.
 Region: South Unguja.
 District: Central District.
 P.O.BOX: 1179, Tunguu, Zanzibar
 PHONE: +255 242 941 210
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 WEBSITE: www.ipa.ac.tz



ADMISSION MINIMUM ENTRY REQUIREMENTS BACHELOR DEGREE

PROGRAMME

The minimum entry requirement for the IPA Undergraduate Programmes (BRM, BHRM, and BIRD,) will be either one of the following: -

- Holder of Ordinary Diploma (NTA Level 6) in Related Courses with an average of "B+" or GPA of 3.0.
- Possession of at least Two Principal pass at Tanzania A-level or its equivalent established by NECTA.

DIPLOMA PROGRAMME

The minimum entry requirement for the IPA Diploma Programmes (DBM, DDP, DEF, DHRM, DLGA, DPA, DBIT, DPR, DPS, DIR, DSS, and DRM) will be either one of the following: -

- Graduate degree in any discipline
- Possession of relevant NTA level 4 with GPA 2.0 and above or its equivalent from recognized institution.
- Possession of at least one Principal and one Subsidiary pass at Tanzania A-level or its equivalent established by NECTA.

CERTIFICATES COURSES

For NTA L4 (CBM, CEF, CDP, CLGA, CPA, CHRM, CRM, CIR, CBIT, CSS, CPR, CPS,) the minimum entry requirements will be either one of the following: -

- Graduate degree in any discipline.
- Possession of at least FOUR passes of relevant form four subjects or its equivalent established by NECTA based on Tanzania education system, excluding religious subjects
- NVA level 3 or its equivalent established by VETA or
- NABE certificate in any three subjects



For DPS, DEF, DBM and DBIT applicants should have at least one passes for the following subjects in CSEE. Mathematics or Physics or Chemistry.

For CPS, CEF, CBM and CBIT applicants should have at least one passes for the following subjects in CSEE. Mathematics or Physics or Chemistry.

