MZUMBE UNIVERSITY

CALL FOR APPLICATIONS FOR POSTGRADUATE PROGRAMMES FOR 2013/2014 ACADEMIC YEAR

Mzumbe University invites applications for postgraduate studies in its programmes from suitably qualified candidates for the academic year 2013/2014. The programmes are offered from three campuses: the Main Campus (Mzumbe, Morogoro), Dar es Salaam Campus College, and Mbeya Campus College. Some specified programmes are also offered at our training centres in Mwanza and Tanga.

At **Morogoro** Master of Business Administration in Corporate Management (MBA–CM) and Master of Science in Accounting and Finance (MSc. A&F) are offered at the main Campus (Mzumbe) and at Morogoro Municipality at the same time. At the Morogoro Municipality the programmes are offered under evening-classes mode. Other programmes are offered at Mzumbe main campus only. Due to limited accommodation, candidates admitted for master's programmes at this campus may be required to seek alternative accommodation off campus.

The **Dar es Salaam Campus College** offers day classes, evening classes, and the executive mode. The executive mode is for MBA and MPA programmes only. All programmes at the Dar es Salaam Campus College are non-residential.

The **Mbeya Campus College** offers MBA-CM through the executive mode only.

Training centres in **Mwanza** and **Tanga** offer three programmes each namely Master of Science in Accounting and Finance (MSc. A&F), Master of Business Administration in Corporate Management (MBA–CM) and Master of Science in Project Planning and Management (MSc. PPM). All these programmes in training centres are offered in evening executive mode.

1.0 PROGRAMMES OFFERED AT MZUMBE MAIN CAMPUS

1.1 SCHOOL OF PUBLIC ADMINISTRATION AND MANAGEMENT

Master of Public Administration (MPA)
Master of Health Systems Management (MHSM)
Master of Science in Health Monitoring and Evaluation (MSc. HM&E)
Master of Science in Local Government Management (MSc. LGM)
Master of Science in Human Resource Management (MSc. HRM)
Master of Research and Public Policy (MRPP)
Master of Leadership and Management (MLM) – Executive mode)

1.2 SCHOOL OF BUSINESS

Master of Business Administration in Corporate Management (MBA– CM)
Master of Science in Accounting and Finance (MSc. A&F)
Master of Science in Procurement and Supply Chain Management (MSc. PSCM)
Master of Science in Entrepreneurship (MSc. Entrepreneurship)
Master of Science in Marketing Management (MSc. MM)

1.3 INSTITUTE OF DEVELOPMENT STUDIES (IDS)

Master of Science in Development Policy (MSc. DP)
Master of Science in Environmental Management (MSc. EM)

1.4 FACULTY OF SOCIAL SCIENCES

Master of Science in Economics (MSc. Econ)
Master of Science in Project Planning and Management (MSc. PPM)
Master of Science in Economic Policy and Planning (MSc. EPP)

1.5 FACULTY OF LAW

LL.M in Constitutional and Administrative Law
LL.M in Commercial Law
LL.M International Law

2.0 PROGRAMMES OFFERED AT DAR ES SALAAM CAMPUS COLLEGE

Master of Public Administration (MPA)
Master of Science in Human Resource Management (MSc. HRM)

Master of Business Administration in Corporate Management (MBA-CM)
Master of Science in Accounting and Finance (MSc. A&F)
Master of Science in Marketing Management (MSc. MM)
Master of Science in Procurement Chain and Logistics Management (MSc. PSCM)
Executive MBA
Executive MPA

3.0 PROGRAMME OFFERED AT MBEYA CAMPUS COLLEGE

Masters of Business Administration Corporate Management (MBA-CM) offered in executive mode.

4.0 PROGRAMMES OFFERED AT MWANZA AND TANGA TRAINING CENTRES (Evening executive modes)

Master of Science in Accounting and Finance (MSc. A&F).
Master of Business Administration in Corporate Management (MBA–CM)
Master of Science in Project Planning and Management (MSc. PPM)

4.0 PROGRAMME INFORMATION

The duration for all master's programmes is 18 months: twelve months of coursework to be run in two semesters, and a minimum of six months for dissertation work. For specific information about individual programmes please visit our main website at: www.mzumbe.ac.tz and/or respective schools/faculties/directorates' websites as hereunder given:

a) School of Public Administration and Management (SOPAM) Website: http://sopam.mzumbe.ac.tz/
b) Dar es Campus College (DCC) Website: http://dcc.mzumbe.ac.tz/
c) Mbeya Campus College (MCC) Website: http://mcc.mzumbe.ac.tz/
d) Faculty of Social Sciences (FSS) website: http://41.59.4.15/fss/
e) Faculty of Law (FOL) website: http://41.59.4.15/fol/
f) Directorate of Research, Publications and Postgraduate Studies (DRPS) website: http://drps.mzumbe.ac.tz/

5.0 ENTRY QUALIFICATIONS

A candidate for admission into the master's degree shall hold at least a second class bachelor's degree from a recognized institution of higher learning or a second class advanced diploma or equivalent qualifications obtained in at least three (3) years of study or a professional qualification such as ACCA, CPA (T), MD, CSP, MCIPS, or their equivalent from recognized professional bodies or institutions.

A candidate with PASS degree will also be considered upon producing evidence of having obtained an examined postgraduate or professional qualification.

A candidate who holds unclassified degrees should have an average credit of B or above.

A candidate holding a degree whose classification is not easily distinguishable by the university shall be required to have his or her qualifications clarified by the Tanzania Commission for Universities (TCU) before being considered for admission.

Additional qualifications for specific programmes

- Applicants for the MBA through the executive mode should have at least three (5) years of working experience
- Applicants for MBA on the full-time basis mode should have at least three (3) years of working experience
- Applicants for MSc. (A&F) must possess solid accounting background and must have completed courses in Financial Accounting, Management Accounting, Financial Management, Auditing and Assurance and Quantitative Methods at a Bachelor's degree level.
- Applicants for MSc. MM must have studied marketing-related subjects at a bachelor's degree level.
- Applicants for MSc. PSCM must have studied supply management-related subjects at bachelor's degree level
- Applicants for MHSM must have background in health related studies at bachelor's degree level
- Applicants for Masters of Science in Health Monitoring and Evaluation (MSc. HM&E) who have at least 2 years of experience in health or a health related field or have worked as M&E manager/Officer will have an added advantage.
- Applicants for MRPP may be from any discipline, since this program is designed to appeal across disciplines: a student of sociology could apply same as a medical student interested in health policy. A variety of disciplinary and experiential backgrounds will enrich the program..
- Applicants for MRPP might also be holders of Bachelor's degree of a lower second class, ***and*** at least 2 years of work experience in a research or policy field, or a postgraduate diploma
- Applicants for Master of Leadership and Management (MLM) – Executive mode) should have similar qualifications as those applying for MPA.
- Applicants for MSc (EM) with environment related social science degrees and those working in the field of environment will be at an added advantage
- Applicants for MSc. ECONOMICS must have studied economics at bachelor's degree level

- Applicants for MSc. PPM and EPP must have studied economics-related subjects at bachelor's degree level

6.0 MODE OF APPLICATION

a) Applicants are required to fill their application forms along with two reference forms/letters. The application forms can be collected from any of the three campuses, training centres or from our Website: www.mzumbe.ac.tz and Directorate of Research, Publications and Postgraduate Studies (DRPS) website: http://drps.mzumbe.ac.tz/

b) Application to all the above postgraduate programmes must be accompanied by a non-refundable application fee of TZS. 30,000/= (for local applications) or USD 30 (for international applicants).

c) Applicants are required to indicate in their application forms the campus and training centre of preference, i.e. whether Main Campus, Dar es Salaam Campus College, Mbeya Campus College or training centres of Mwanza and Tanga, and where applicable, the mode through which they wish to pursue their studies.

d) The application fee should be payable to ***Mzumbe University, CRDB Account No. 01J1012013400*** for those applying at the Main Campus and training centres; ***Mzumbe University, CRDB Account No. 01J1043012201*** for those applying at the ***Dar es Salaam Campus College;*** and ***Mzumbe University, CRDB Account No. 01J1065743701*** for those applying at the ***Mbeya Campus College.***

e) All applications must be accompanied by certified copies of relevant academic certificates.

f) If in doubt regarding your suitability for admission into a particular programme, inquiries should be addressed to the respective Dean/Director/Principal of Faculty, Institute, or School

g) Deadline for receiving applications will be 30th April, 2013.

Duly filled application forms should be sent to the respective campuses as follows:-

For the Main Campus (Mzumbe):

DIRECTOR
DIRECTORATE OF RESEARCH, PUBLICATIONS, & POSTGRADUATE STUDIES
P. O. BOX 63, MZUMBE, TANZANIA
Tel. +255 23 2604380/1/3/4
Fax: +255 23 2604382

For Dar es Salaam Business School:

PRINCIPAL
DAR ES SALAAM CAMPUS COLLEGE
P. O. BOX 20266, DAR ES SALAAM, TANZANIA
Tel. +255 22 2152586/2152584
Fax: +255 22 2152584

For Mbeya Campus:

PRINCIPAL
MBEYA CAMPUS COLLEGE
P. O. BOX 6559
MBEYA. TANZANIA
TEL. +255 25 2502863
FAX. +255 25 2502862

For Mwanza Training Centre:

Mr. Gilead Mchaki (Contact Person)
Tel. 0767 664308 or 0784 741303

OR

DEAN
School of Business
P.O.Box 6
MZUMBE

For Tanga Centre

Mr. Emmanuel Soody (Contact Person)
Tel. 0783 092850

OR

DEAN
School of Business
P.O.Box 6
MZUMBE