

TANZANIA COMMISSION FOR UNIVERSITIES



PUBLIC NOTICE

TRANSFERS PROCEDURES FOR 2019/2020 ACADEMIC YEAR

1.0 Introduction

This is to inform the General Public and all admitted students into various undergraduate degree programmes in 2019/2020 that as provided in Sections 5(1) (f) of the Universities Act, Cap. 346 grants the Tanzania Commission for Universities (TCU) the mandate to establish transfer procedures for students wishing to transfer from one university to another and from one programme to another.

TCU is hereby informing all admitted students by various Higher Learning Institutions that, **transfer window is now open** to allow admitted students wishing to transfer from one programme to another or from one institution to another to do so from **5th – 15th November, 2019**.

2.0 Inter University and Intra University Transfers Procedures for 2019/2020 academic year.

The procedures for First Years transfers are as follows:

- (a) Applications for transfers should be submitted in writing to the institution to which a student wants to transfer to;
- (b) Students transfer from one institution to another or programme within institution is permissible provided that institutions shall comply with the following conditions;
 - i. The programme to which transfer is sought must have empty slots to accommodate new students;

- ii. The applicant must possess the minimum entry requirements for that particular degree programme;
 - iii. The student to be transferred must have been previously selected into a degree programme;
 - iv. The applicant's admission entry points to the programme he/she has been admitted should either be equal or above the cut -off point to the programme for which transfer is sought;
- (c) Transferring students are not required to report to the original institutions; and
- (d) All transfers shall be processed at the receiving institutions.

NB: TCU wishes to inform the Higher Learning Institutions and the prospective students to abide to the set transfer procedures for the smooth coordination of transfers.

Issued by:



Dr. Kokuberwa Katunzi-Mollel
For: EXECUTIVE SECRETARY
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