



## **MZUMBE UNIVERSITY (CHUO KIKUU MZUMBE)**

### **CALL FOR APPLICATIONS FOR POSTGRADUATE PROGRAMMES FOR 2017/2018 ACADEMIC YEAR**

Mzumbe University invites applications for postgraduate studies in its programmes from suitably qualified candidates for the academic year 2017/2018.

#### **A: MASTER'S DEGREE PROGRAMMES**

The master's degree programmes are offered at two Campuses: the Main Campus (Mzumbe, Morogoro) and Dar es Salaam Campus College (in Upanga, Dar es Salaam). All programmes offered at Mzumbe Main Campus are fulltime, day sessions (Mode) and residential. But due to limited accommodation, some successful applicants to pursue their degree at the main campus may be required to seek for alternative accommodation off campus.

The **Dar es Salaam Campus College** offers day, evening, and executive mode classes, while the executive mode is for MBA and MPA programmes only. **THE DEADLINE FOR SUBMITTING YOUR APPLICATION IS 15<sup>TH</sup> OCTOBER, 2017.**

All Mzumbe University Postgraduate Programmes offered by different Schools, Faculties, Institutes, and Campus Colleges are listed hereunder as follows:

#### **1.0 MASTER'S DEGREE PROGRAMMES 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 Human Resource Management (MSc. HRM)  
Master of Research and Public Policy (MRPP)

##### **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)  
Master of Arts in Education (MA Ed)

#### 1.5 FACULTY OF LAW

LL.M in Commercial Law

#### 1.6 FACULTY OF SCIENCE AND TECHNOLOGY (FST)

Master of Science in Information Technology and Systems (MSc. ITS)  
Master of Science in Applied Statistics (MSAS)

### 2.0 MASTER'S DEGREE PROGRAMMES AT DAR ES SALAAM CAMPUS COLLEGE (DCC)

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 and Supply Chain Management (MSc. PSCM)  
Master of Leadership and Management (MLM)  
Master of Science in Applied Economics and Business (With **add-on certificate on 'Economic Analysis and Computer Applications'**)  
Executive MBA  
Executive MPA

***Please note:***

***Executive MBA and Executive MPA at DCC will start in March 2018. Please visit this link <http://dcc.mzumbe.ac.tz/> for more details.***

### 3.0 PROGRAMMES INFORMATION

The duration of **most** of our 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. Only a few have the duration of two years (24 months) i.e with three semesters of coursework and six months (one semester) for dissertation work. Programmes that run for a period of 24 months include, Master of Research and Public Policy (MRPP); Master of Science in Information Technology and Systems (MSc. ITS) and Master of Science in Health Monitoring and Evaluation (MSc. HM&E). For more (specific) information about individual programmes, please visit the DRPS Website <http://drps.mzumbe.ac.tz/>. You may also surf on our main website at: [www.mzumbe.ac.tz](http://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) Faculty of Social Sciences (FSS) website: <http://fss.mzumbe.ac.tz/>
- d) Faculty of Law (FOL) website: <http://fol.mzumbe.ac.tz/>

- e) Directorate of Research, Publications and Postgraduate Studies (DRPS) website: School of Business (SOB) website: <http://sob.mzumbe.ac.tz>
- f) Faculty of Science and Technology (FST): <http://fst.mzumbe.ac.tz>

#### 4.0 ENTRY QUALIFICATIONS FOR MASTER PROGRAMMES UNDER CATEGORY “A”

A candidate seeking admission into our master’s degree shall hold at least a second class bachelor’s degree from a recognized institution of higher learning or a upper 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. Applicants with PASS (i.e those who obtained third class in the first degree) degree will also be considered upon producing evidence of having obtained an examined postgraduate diploma or professional qualification (in a relevant field of study).

A candidate who holds unclassified or foreign degree (degree obtained outside Tanzania) should have an average credit of “B” or above and have his/her academic qualifications certified/validated by the Tanzania Commission for Universities (TCU).

##### **Additional qualifications for specific programmes**

- 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 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 MSc. EPP must have studied economics/and or development related subjects at bachelor’s degree level
- Applicants for Master of Science in Health Monitoring and Evaluation (MSc. HM&E) must have two years of working experience. **Applicants who have worked in projects or programs will have an added advantage.** For this programme, all shortlisted candidates shall attend an interview conducted at the main campus.
- Applicants for the Master of Science in Information Technology and Systems (MSc. ITS) must have already completed bachelor degree or equivalent in appropriate area.

#### 5.0 DOCTOR OF PHILISOPHY (PhD) DEGREE PROGRAMMES

Applicants for Ph.D studies should be holders of master’s degree in the relevant field of study (see above for the fields offered at Mzumbe University) obtained from any accredited university or higher learning institution. For uncategorized or foreign degree, applicants must have an average grade of not less than “B” as evaluated according to Mzumbe University system. An application for admission into a PhD programme is received at any time of the year using Mzumbe University application forms but registration to the programme will be effective on biannual basis (March and October each year). PhD applicants should submit along with the application forms, firstly **a one page motivation statement** (*clearly describing what motivates you to pursue this higher academic degree, what you would like to achieve as a result of your studies, and what impact your studies may/will have on your life, research area and society in general*), and secondly a concept note of around 2,000 to 2,500 words indicating a topic intended to be

addressed, the reasons for choosing the topic and how s/he intends to tackle it (*answers to these questions should be informed by most recent research based literature/ evidences*).

There are two options in our PhD design, namely part-time or full-time options. A **full-time candidate** shall be one who registers into a programme by dedicating 100% of his/her time in studies and is thus expected to accomplish PhD studies in three (3) years. An allowance of four (4) extensions of six month each will be allowed during the entire PhD programme amounting to total duration of five (5) years. A **part-time candidate** shall be one who combines work and studies and is expected to accomplish PhD studies in four (4) years. An allowance of six (6) extensions of six month each will be allowed during the entire PhD programme amounting to total duration of seven (7) years. PhD applicants may choose any of these options during application and upon registration.

## **6.0 MODE OF APPLICATION FOR ALL POSTGRADUATE PROGRAMMES (MASTER'S AND PhD DEGREE PROGRAMMES)**

- a) Applicants are required to fill their application forms along with two reference forms. All referees shall be persons who are academically familiar with the applicant, either as his/her undergraduate tutor/lecturer, research supervisor, or one of them could be professional associate (immediate manager or employer) for those employed, **but NOT relatives or just friends**. Reference forms filled by none of the above mentioned persons on the academic suitability of the candidate will not be accepted. The application and referee forms can be downloaded from our Websites: [www.mzumbe.ac.tz](http://www.mzumbe.ac.tz) and Directorate of Research, Publications and Postgraduate Studies (DRPS) website: <http://drps.mzumbe.ac.tz/>
- b) Application to all of 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 /foreign applicants).
- c) Applicants are required to indicate in their application forms the campus of their preference, i.e. whether Main Campus or Dar es Salaam Campus College.
- d) For those applying at the Main Campus the application fee should be payable to **Mzumbe University**,

BANK NAME:	CRDB BANK
ACCOUNT NAME:	MUINCOME ACCOUNT
ACCOUNT NUMBER:	01J1012013400
SWIFT CODE:	CORUTZTZ

For those applying at the Dar Es Salaam Campus College, the application fee should be payable to **Mzumbe University, CRDB Bank, Account No. 01J1043012201**

- e) All applications must be accompanied by certified copies of relevant academic and non-academic certificates.
- f) If in doubt regarding your suitability for admission into a particular programme, inquiries should be addressed to the respective Principal of Campus College/Director of Directorate through contacts given below.
- g) Duly filled application forms should be sent to the respective campuses using the addresses as hereunder given except for PhD applicants who should submit the application to Main Campus only.

**For the Main Campus (Mzumbe, Morogoro):**

DIRECTOR

Directorate of Research, Publications and Postgraduate Studies (DRPS)

P. O. Box 63, MZUMBE, TANZANIA

Tel. +255 23 293120/1/2

Fax: +255 (0) 23 2604382

Mobile: +255 787 084 266 OR +255 767 722 733

Email: [drps@mzumbe.ac.tz](mailto:drps@mzumbe.ac.tz)

**For Dar Es Salaam Campus College (DCC):**

PRINCIPAL

Mzumbe University

Dar es Salaam Campus College

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TANZANIA

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