



## 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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Website: [www.tia.ac.tz](http://www.tia.ac.tz)

P.O. BOX 9522,  
DAR ES SALAAM.

2017/2018

Mr/Miss/Mrs

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.....

### RE: ADMISSION LETTER AND JOINING INSTRUCTIONS FOR DIPLOMA PROGRAMMES

1. I am pleased to inform you that you have been selected for a two-year Diploma Programme in .....and you are required to report at **TIA.....Campus**

2. Fees structure for academic year 2017/2018 is as follows below:

<b>First year</b>		
	First Semester	Second Semester
<b>Amount Payable to TIA:</b>		
o Tuition Fee	<b>689,500</b>	<b>295,500</b>
o NACTE Quality Assurance Fee	<b>15,000</b>	
o Registration Fee	<b>50,000</b>	
o Provisional Results, Statements of Results & Transcripts Costs.	<b>20,000</b>	
o TIASO Contribution	<b>10,000</b>	
o TOTAL	<b>784500</b>	<b>295,500</b>
<b>Second year</b>		
	First Semester	Second Semester
o Tuition Fee	<b>689,500</b>	<b>295,500</b>
o NACTE Quality Assurance Fee	<b>15,000</b>	
o Registration Fee	<b>20,000</b>	
o Provisional Results, Statements of Results & Transcripts Costs.	<b>20000</b>	
o TIASO Contribution	<b>10,000</b>	
o TOTAL	<b>754,500</b>	<b>295,500</b>

3. Accommodation is not guaranteed. Where provided, it will be on the basis of first come first served at an annual rental charge of TSHS. **430,000** for Dar es Salaam Campus and TSHS. **250,000** for Mbeya, Singida and Mtwara Campuses payable in lump sum at the beginning of the academic year. **Payment should be made after a room has been secured.** (money Once paid is not refundable)

**NOTE:**

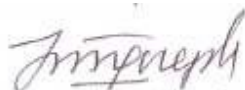
- i. All cheques and Cash should be deposited to any **NMB BRANCH, clearly addressed to CHIEF EXECUTIVE OFFICER TANZANIA INSTITUTE OF ACCOUNTANCY-DSM 2061100017 , CAMPUS MANAGER TIA-MBEYA 6101100024, CAMPUS MANAGER TIA - SINGIDA 50810009637 , CAMPUS MANAGER TIA- MTWARA 7061100044, CAMPUS MANAGER TIA-MWANZA 31110003547 and CAMPUS MANAGER TIA- KIGOMA 51610006979.**
- ii. **Registration fee amounting 50,000/= should be paid in a separate bank deposit slip**
- iii. **Candidates should deposit tuition fee on account numbers indicated above by observing the campus in which they have been selected.** Original Bank Pay-in-slip should be submitted to a campus during time of reporting for studies.
- iv. The Institute will not entertain requests for payments other than that stipulated in number 2 and 3.
- v. Fees once paid will not be refunded.

4. All expenses for meals, books, stationery, calculator and medical are met by the student.

5. You are required to report at the Campus on **25<sup>TH</sup> SEPTEMBER 2017**. All selected applicants must report at the institute not later than TWO WEEKS after commencement of studies.

6. Upon arrival candidates will be required to complete the registration process as per given directives. Candidates are required to bring original academic and non academic documents and copies of form four result slips, certificates & birth certificate, OR other relevant certificates (if any). You are also required to bring with you one (1) recent passport size photograph.

You are warmly welcome.



Dr. Joseph M. Kihanda  
**CHIEF EXECUTIVE OFFICER**