



S/NO.

# TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

## APPLICATION FORM FOR POSTGRADUATE DIPLOMA

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### APPLICATION FORM FOR 2018/2019 ACADEMIC YEAR

#### 1. PERSONAL INFORMATION :

Name (in full) Mr./Mrs/Miss:.....

(a) Date of Birth:..... (b) Male/Female:.....

(c) Marital Status: SINGLE  MARRIED  (d) Nationality:.....

(e) Contact Address: .....

Telephone:..... E-Mail:.....

#### 2. PROGRAMMES OFFERED:

Please tick in the boxes provided to select course and campus of your preference.

(i) POST GRADUATE DIPLOMA IN ACCOUNTANCY (PGDA)  
 DAR ES SALAAM (    ), MBEYA (    )

EVENING PROGRAMME

(ii) POST GRADUATE DIPLOMA IN PROCUREMENT & LOGISTICS MANAGEMENT  
 (PGDLM)

DAR ES SALAAM (    ), MBEYA (    )

EVENING PROGRAM



Date:..... Signature of Applicant:.....

## RELEVANT INFORMATION

1. **MINIMUM ENTRANCE QUALIFICATIONS:**

(A) Bachelor Degree or Advanced Diploma in Accountancy, Finance, Business Administration or Procurement and Logistics Management from any reputable institution

**OR**

(B) NBAA CPA Intermediate Stage

**OR**

(C) PSPTB CPSP Intermediate stage

2 **Programme duration:** One year

3 All Programmes **Start in OCTOBER**. All applications must reach the Institute not later than **30<sup>TH</sup> September 2018**.

4 **Training Costs:**

Selected applicants will not be registered unless stipulated amount of tuition fee for semester one has been paid. An invoice of required fee can be obtained from the institute on request

5. Duly completed Application Form accompanied by **certified copies of relevant Certificates** should be forwarded directly to:

*THE CHIEF EXECUTIVE OFFICER,  
TANZANIA INSTITUTE OF ACCOUNTANCY (TIA),  
AT THE JUNCTION OF NELSON MANDELA AND KILWA ROAD,  
P.O. BOX 9522,  
DAR ES SALAAM.*

*OR*

*MBEYA CAMPUS  
THE CAMPUS MANAGER,  
MWANJELWA AT THE JUNCTION OF ZAMBIA AND AIRPORT ROAD,  
P.O. BOX 825,  
MBEYA.*

*OR*

*SINGIDA CAMPUS  
THE CAMPUS MANAGER,  
AT THE JUNCTION OF MWANZA AND AIRPORT/SEPUKA ROAD,  
P.O. BOX 388,  
SINGIDA.*

*OR*

*MTWARA CAMPUS  
THE CAMPUS MANAGER,  
AT THE SABA SABA GROUNDS,  
P.O. BOX 169,  
MTWARA,*

*OR*

*MWANZA CAMPUS  
THE CAMPUS MANAGER,  
LOCATED AT NYAKATO AREA ALONG MUSOMA ROAD  
(NEAR BUZURUGA BUS STAND)  
P.O. BOX 5247,  
MWANZA.*

*KIGOMA CAMPUS  
THE CAMPUS MANAGER,*

LOCATED AT KIGOMA UJJI AREA ALONG LUMUMBA ROAD  
OPPOSITE IMIGRATION OFFICE  
KIGOMA.

- 6 It is a criminal offence to submit false document to support your application. Any applicant who will be discovered having submitted a forged Certificate will be reported to the appropriate authority for legal action.

**NB:**

Forms must be accompanied by original bank pay in slip as an evidence of payment of non refundable fee of Ten Thousand Shillings. (T.shs.10, 000/=). Applicants should pay application form fee through any NMB Branch Account No. 20601100017 NMB clearly addressed to **CHIEF EXECUTIVE OFFICER, TANZANIA INSTITUTE OF ACCOUNTANCY**. You are advised to keep a copy of the Bank pay in slip for reference.

### FEES STRUCTURE FOR ACADEMIC YEAR 2016/2017

TUTION FEE	1,840,000
REGISTRATION FEE	30,000
RESEARCH PAPER	200,000
TRANSCRIPTS/STATEMENT OF RESULT COSTS	20,000
TIASO FEE	10,000
GRADUATION COSTS	40,000

Foreign students total fee is USD \$1,300 per annum

Hostel facilities are available at additional cost of TShs.250, 000/= per year for Mbeya and 450, 000/= for Dar es Salaam campus.

➤ THESE FEES ARE FOR 2018/ 2019AND CAN BE REVISED ANY TIME.

**For any information or clarification needed please contact us through mobile telephone numbers:**

**0677 777 746**

**0625 777 744**