



TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

KURASINI AT THE JUNCTION OF KILWA/
NELSON MANDELA ROAD
*All Correspondences to be
addressed to CEO - TIA*
TELEPHONE NO. 022-2851035/36
KILWA/NELSON MANDELA ROAD,
FAX. NOS: 051 – 2851038
E-mail: tia@tia.ac.tz

P.O. BOX 9522,
DAR ES SALAAM

2018/2019

Mr/Ms

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RE: ADMISSION LETTER AND JOINING INSTRUCTIONS FOR POSTGRADUATE DIPLOMA PROGRAMMES

Congratulation for being selected to join TIA!

- I am pleased to inform you that you have been selected for one year course in **POSTGRADUATE DIPLOMA IN**, and you are required to report **TIA.....Campus.**
- Fees structure for academic year 2018/2019 is as follows below:

	First semester	Second semester
Amount Payable to TIA:		
Tuition Fee	1,288,000	552,000
Registration Fee	50,000	
Project Paper		200,000
TIASO	10,000	
Graduation costs	35,000	
Transcript, Statement/provisional result costs	20,000	
TOTAL	1,403,000	752,000

- Accommodation is not guaranteed. Where provided, it will be on the basis of first come first served at an annual rental charge of

TSHS,450,000/=for Dar es salaam campus and 250,000 for Mbeya campus payable in lump sum at the beginning of the academic year. Payments should be made after a room has been secured. (Fee once paid is not refundable).

The following **RECOMMENDED ALLOWANCES** are payable to the student directly by the sponsor and are not included in the programme fee.

Category	Amount
o Meal Allowance	5,000,000
o Book Allowance	250,000
o Calculator	75,000
o Fieldwork Allowance	1,800,000
o Fieldwork/Project Paper	200,000
o Medical Allowance	150,000
GRAND TOTAL	7,475,000

NOTE

- i. Candidates are advised to obtain control number at any TIA campus or through special control number request link provided in TIA website before making any payment. After securing control number candidates can make payment through NMB or CRDB banks OR through mobile networks such as M-pesa, TigoPesa, Airtel Money, TTCL Pesa, Halo Pesa and Ezy Pesa
- ii. **Registration fee amounting to 50,000/= should be paid first to enable student to proceed with registration process.**
- iii. Fees once paid will not be refunded.
- iv. You are required to report for studies on **29th October, 2018.** All selected applicants must report at the Institute not later than TWO WEEKS after commencement of studies.
- v. Upon arrival you will have to officially complete the registration process as per the directions which will be provided. Candidates are required to bring one recent passport size photograph, **originals**

and **copies** of all academic certificates, result slips, or transcripts and a birth certificate. Any other relevant professional or academic certificate can also be presented.

You are warmly welcome

A handwritten signature in blue ink, appearing to read 'Joseph M. Kihanda', written in a cursive style.

Dr. Joseph M. Kihanda
CHIEF EXECUTIVE OFFICER