



**TANZANIA INSTITUTE OF ACCOUNTANCY
(TIA)
MBEYA CAMPUS**

**KURASINI AT THE JUNCTION OF KILWA/
NELSON MANDELA ROAD
All Correspondences to be
Addressed to CEO – TIA
TEL. Nos. 2851035, 2851036
FAX. No. 2851038
Direct Line 2851592
Website:www.tia.ac.tz
E-mail: tia@tia.ac.tz.**

**P.O. BOX 9522,
DAR ES SALAAM.**

FIRST INTAKE 2020

MR/MRS/MISS

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**RE: ADMISSION LETTER AND JOINING INSTRUCTIONS FOR BASIC TECHNICIAN
CERTIFICATE PROGRAMMES**

Congratulation for being selected to join TIA!

1. I am pleased to inform you that you have been selected for a One year Certificate Course inand you are required to report at **TIA -MBEYA Campus** as from **16th November, 2020** .
2. Fee structure for academic year 2020/2021 is as follows below:

Amount Payable to TIA:	First Semester	Second Semester
o Tuition Fee	623,000	267,000
o NACTE Quality Assurance Fee	15,000	
o Registration Fee	50,000	
o Provisional Results, Statements of Results & Transcripts Costs.	20,000	
o TIASO Contribution	10,000	
o Graduation Costs	25,000	
o NHIF FEE (MANDATORY FOR CANDIDATES WHO HAVE NOT BEEN COVERED BY ANY HEALTH INSURANCE SCHEME)	50,400	
o TOTAL	793,400	267,000

Fee for foreign students is US DOLLARS 700

3. **Tuition fee amounting to 100,000/= and NHIF fee of 50,400 for those who have not been covered by any health insurance scheme should be paid first to enable a candidate to complete registration process.** The remaining amount for semester one installment should be paid soon after obtaining registration number.
4. 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** payable in lump sum at the beginning of the academic year for Dar es Salaam Campus and TSHS. **250,000** for Mbeya, Singida and Mtwara Campuses. **Payment should be made after a room has been secured.**

NOTE:

5. Candidates are advised to obtain control number at any TIA campus 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, Tigo Pesa and Airtel Money

A. Bank: Follow these steps to pay

1. Record your control number and visit NMB or CRDB to make payments
2. Upon your arrival at any of the banks shown above, provide the control number to a teller to process the payment

B. M-Pesa: Follow these steps to pay

1. Dial *150*00#
2. Select 4 (Pay Bill)
3. Select 5 (Government Payment)
4. Select 1 (Control Number)
5. Enter Reference Number (Enter Control Number Here)
6. Enter amount (Enter the amount you want to pay)
7. Enter Password (Enter your account Password)
8. Enter 1 (To agree)

C. Tigo Pesa: Follow these steps to pay

1. Dial *150*01#
2. Select 4 (Pay Bill)
3. Select 5 (Government Payments)
4. Enter Reference Number (Enter Control Number)
5. Enter amount (Enter amount you want to pay)
6. Enter Password (Enter your account Password)

D. Airtel money: Follow these steps to pay

1. Dial *150*60#
2. Select 5 (Make Payments)
3. Select 3 (Government Payments)
4. Enter amount (Enter amount you want to pay)
5. Enter Reference Number (Enter Control Number)
6. Enter Password (Enter your account Password)

6. Fees once paid will not be refunded.
7. Expenses for meals, books, stationery, calculator and medical allowance have to be met by students' sponsors.
8. You are required to report for studies on **16 November 2020**. Selected applicants who will report two weeks after beginning of studies will not be accepted for registration and will be advised to apply afresh for another academic cycle.
9. 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.



Dr. Kasambala Momole

For: CHIEF EXECUTIVE OFFICER

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TANZANIA INSTITUTE OF ACCOUNTANCY