



**APPLICATIONS FOR ADMISSION INTO VARIOUS PROGRAMMES FOR  
SEPTEMBER/OCTOBER INTAKE ACADEMIC YEAR  
2024/2025**

The Institute of Accountancy Arusha invites applications from qualified **Tanzanians** and **non-Tanzanians** for admission into the Institute's Diploma of Three Year, Two Year and Master's Degree programmes for the **September/October Intake Academic year 2024/2024**

**Masters Degree Programmes – One Year Programme**

|   |   |  |
|---|---|--|
| 1 | Master Degree in Accounting and Finance                     | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree/Advanced Diploma or A professional qualification recognized by professional bodies such as CSP, CPA-T.or A candidate with a Pass degree coupled with a Postgraduate Diploma.   |
| 2 | Master Degree in Accountancy                                | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree/Advanced Diploma or A professional qualification recognized by professional bodies such as CSP, CPA-T.or A candidate with a Pass degree coupled with a Postgraduate Diploma.   |
| 3 | Master Degree of Science in Project Planning and Management | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree/Advanced Diploma in related fields of Project Planning and Management, Economics, Engineering, Community Development, Health Management, Agro-Business, Accounting, Finance, Banking, Information Technology, Computer Science, Sociology, Planning and Construction Management. |
| 4 | Master Degree of Science in Banking and Finance             | <b>Admission requirements:</b><br>Holders of a Degree/Advanced Diploma in Banking and Finance, Banking, Finance, Accountancy, or Business Administration with at least a Lower Second GPA, or Pass Class with at least three years of experience in a relevant field of study or a Postgraduate Diploma.   |
| 5 | Master in Information Security                              | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree/Advanced Diploma in Information Technology, Computer Science, Telecommunication, Computer Engineering, Computer Forensics, Computer Security, Information Systems or any related field in Computing.   |

**ALL COMMUNICATION TO BE ADDRESSED TO THE RECTOR**



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P.O. Box 2798, Njiro Hill,  
Arusha, Tanzania



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| 6  | MBA-Information Technology Management                               | <b>Admission requirements: Diploma</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree/Advanced Diploma in Information Technology, Computer Science, Telecommunication, Computer Engineering, Computer Forensics, Computer Security, Information Systems or any related field in Computing.   |
| 7  | Master of Business Administration in Corporate Management           | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree/Advanced Diploma or should have obtained a PASS at Bachelor/Advanced Diploma level plus three years experience in the same field.  |
| 8  | MBA-Leadership and Governance                                       | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class Degree/Advanced Diploma in related undergraduate programmes.  |
| 9  | Master of Business Administration Procurement and Supply Management | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class Degree/Advanced Diploma in any field of study or has a professional qualification (CPSP or CSP) from a recognized professional body (PSPTB).  |
| 10 | Master of Business Administration-Policy Development and Execution  | <b>Admission requirements:</b><br>Holders of a minimum of second class of Bachelor Degree /Advanced Diploma in areas of Business Administration, Economics, Public Administration.   |
| 11 | Master in Education Management                                      | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class degree in Education both Arts and Science   |
| 12 | Master of Arts in Peace and Security Studies                        | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class Degree/Advanced Diploma in Diplomacy, Political Science, Human Resources, Education, Military Subjects, War Studies, Banking, Economics, Diploma in Security, Strategic Studies, International Relations Business Management and any social-related programmes.   |
| 13 | Master Degree in Finance and Investment                             | <b>Admission requirements:</b><br>Holders of a minimum 2 <sup>nd</sup> Class Degree/Advanced Diploma in the related field of Finance, Investment, Accounting, Project Planning and Management, Economics, Community Development, Agro Business, Banking, Information Technology, Procurement and Logistics Management or A professional qualification recognized by professional bodies such as CPSP or CSP, CPA(T) and CPB from recognized professional bodies (PSPTB, NBAA and TIOB) or for A candidate with PASS Degree should have Postgraduate Diploma or have at least three years of experience in a relevant field of study. |

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|----|--|---|
| 14 | Master Degree in Human Resource Management | Holders of a minimum 2 <sup>nd</sup> Class Degree/Advanced Diploma  |
| 15 | Master of Science in Economics and Finance | Holders of a minimum 2 <sup>nd</sup> Class Degree/Advanced Diploma in either of following fields: Economics, Statistics, Mathematics, Finance, Banking, Insurance, Accountancy, Business Management, Procurement and Logistics, and any other related field of study. |

**THE MASTER'S DEGREE PROGRAMMES MENTIONED ABOVE WILL BE OFFERED IN THE ARUSHA MAIN CAMPUS AND DAR ES SALAAM CAMPUS. DODOMA AND SONGEA CENTRES WILL BE VIRTUALLY LINKED TO THE ARUSHA MAIN CAMPUS AS BLENDED PROGRAMMES.**

*(Registration of students for the Master's Degree Programmes will start on September 22<sup>nd</sup>, 2024)*

**NB: We have both Conventional Classes(Evening Classes) and Blended Programmes**

**C: THREE-YEAR DIPLOMA-(NTA LEVEL 4, 5 & 6) FOR FORM FOUR LEAVERS**

1. Diploma in Accountancy
2. Diploma in Finance and Banking
3. Diploma in Procurement and Logistics Management
4. Diploma in Business Management
5. Diploma in Library and Information Studies
6. Diploma in Information Technology
7. Diploma in Records and Information Management
8. Diploma in Multimedia
9. Diploma in Insurance and Risk Management
10. Diploma in Business Management with Chinese Language
11. Diploma in Computer Networking
12. Diploma in Mobile Applications
13. Diploma in Accountancy with Information Technology
14. Diploma in Economics & Finance
15. Diploma in Human Resources Management
16. Diploma in Marketing and Public Relations

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**Minimum Entry Qualifications:**

- Form IV (four) with at least **four** passes in relevant subjects **OR** NVT A Level III

**NB:** The three-year Diploma is open for the qualified form four leavers. The student shall be required to start with NTA Level 4.

**D: TWO YEAR DIPLOMA-(NTA LEVEL 5) FOR FORM SIX AND NTA LEVEL 4 LEAVERS**

1. Diploma in Accountancy
2. Diploma in Finance and Banking
3. Diploma in Procurement and Logistics Management
4. Diploma in Business Management
5. Diploma in Computer Science
6. Diploma in Library and Information Studies
7. Diploma in Information Technology
8. Diploma in Records and Information Management
9. Diploma in Multimedia
10. Diploma in Insurance and Risk Management
11. Diploma in Business Management with Chinese Language
12. Diploma in Computer Networking
13. Diploma in Mobile Applications
14. Diploma in Accountancy with Information Technology
15. Diploma in Economics & Finance
16. Diploma in Human Resources Management
17. Diploma in Marketing and Public Relations

**Minimum Entry Qualifications:**

- Form VI (six) with at least **one** principal pass and One subsidiary in relevant subjects with total points not below **1.5** obtained from the scoring: A = 5, B+= 4, B=3, C=2, D=1, E=0.5, F=0 for those who completed studies in the year 2014 onwards **OR**

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- Form VI (six) with at least **one** principal pass and One Subsidiary in relevant subjects with total points not below **1.5** obtained from the scoring: A = 5, B = 4, C=3, D=2, E=1, S=0. 5, F=0 for those who completed studies before the year 2014 **OR**
- An appropriate equivalent Certificate with second class or B average **OR**
- NTA Level 4

**NB:** The two-year Diploma is open for the qualified form six leavers. The student shall be required to start with NTA Level 5.

### MODE OF APPLICATION

- i. Applicants are requested to apply through an IAA online application system which is <https://www.oas.iaa.ac.tz>, if you encounter any issue with the online application portal, you can use our google form as an alternative method to apply. Click this link to access the google form, <https://www.iaa.ac.tz/application> and provide all the required information in the google form. Or
- ii. Download application form from our website [www.iaa.ac.tz](http://www.iaa.ac.tz) and submit the dully filled form for further processing.

### NB: Help and Support Instructions

For any inquiries about the Application Process please Call: +255 027 2970232, 0679442003, 0754676241, 0767111885, 0769672881, 0767364244, 0757606552, 0784542778. **for Arusha Campus** || 0714405565, 0765141855 Admissions Officer **for Dar Campus** || 0769107078, 0763948684 Admissions Officers **for Babati Campus**, +255 623 4838803, 0784125218, 0623483803 Admissions Officers for Dodoma Campus and +255 784171565 **for Songea Campus** || +255 742833444 **for Public Relations Office**

iii. Applicants who meet minimum entry requirements will be required to pay a non-refundable admission processing fee of **Tzs.10,000/=** (say Ten Thousand only) payable through the Institute's bank accounts using the control number which the applicant advised to generate from his/her account via application system (<https://www.oas.iaa.ac.tz>) or generate application control number through this link <https://www.iaa.ac.tz/payment>. Take note of this control number and visit any branch of CRDB Bank, NBC Bank or NMB Bank to pay. At the bank, provide the control number to the teller to process your payment.

- iv. **NB: For any enquiry on payment please call: 0713725033, 0745681469, 0784533537.**

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- v. The deadline for receiving Applications is **September 22<sup>nd</sup>, 2024 for Master Degree and 28<sup>th</sup> September 2024 for Diploma.**

## CONTACT US

RECTOR,  
INSTITUTE OF ACCOUNTANCY ARUSHA,  
P.O. BOX 2798, ARUSHA.  
TEL: +255 027 27 2970232; 0742833444

OR

CAMPUS MANAGER,  
INSTITUTE OF ACCOUNTANCY ARUSHA,  
DAR-ES-SALAAM CAMPUS  
P.O. BOX 69007, DAR ES-SALAAM.  
TEL: +255 22 286 4822; 0714405565

OR

CAMPUS MANAGER,  
INSTITUTE OF ACCOUNTANCY ARUSHA  
BABATI CAMPUS,  
P. O. Box 26, BABATI – MANYARA.  
Telephone: +255 27 2970205; 0769107078; 0693030283

OR

CAMPUS MANAGER,  
INSTITUTE OF ACCOUNTANCY ARUSHA  
DODOMA CAMPUS,  
P. O. Box 2594, DODOMA  
Telephone: +255 262323405; 0623483803

OR

CAMPUS MANAGER,  
INSTITUTE OF ACCOUNTANCY ARUSHA  
SONGEA CENTRE,  
Telephone: 0784171565, 0614387997

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