

**MWALIMU JULIUS K. NYERERE UNIVERSITY OF  
AGRICULTURE AND TECHNOLOGY (MJNUAT)**



**UNDERGRADUATE PROSPECTUS 2023/24**

**SEPTEMBER, 2023**

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## **MESSAGE FROM THE VICE CHANCELLOR**

We are pleased that you have decided to undertake your higher learning education at the Mwalimu Julius K. Nyerere University of Agriculture and Technology (MJNUAT). MJNUAT is a newly established public university in Butiama District, Mara Region. It is the first public university in the Lake Zone with highly conducive Learning environment and life experience.

This Prospectus describes the courses that will be offered for this year, as well as different activities that are conducted at the University. MJNUAT is a unique learning environmental which is surrounded by the natural environment, tranquility and high scenic values. The University is also well connected to Butiama and Bunda townships, as well as Musoma municipal and only 200km to Mwanza City. Our aim is to provide the best possible environment for teaching, learning, research and public services. As a new University, we are committed to start in right records of accomplishment of having graduates who can employ themselves, create jobs for others and become competitive in the labour market locally and internationally. We will achieve this through well-developed curricula with industrial and business linkages as a critical component of the developed Programmes.

We will make sure that your years of stay at this University are filled with excitement and experiences that you can treasure for a lifetime. We also recognise that the quality of student experiences derives from more other interesting issues over and above academic studies. MJNUAT is also at the interface of national and international higher education innovations, creativeness and appropriate social life. The University has taken all reasonable steps to make sure that the information in this prospectus about course contents, structure, teaching facilities and staffing is accurate and up-to-date. I hope that you will find this prospectus useful and informative to make you have informed decisions. Should you not find what you are looking for in this prospectus, please do not hesitate to contact the Coordinator of Undergraduate Studies for

assistance.

Once again, I warmly welcome you to MJNUAT the University of unlimited opportunities and we look forward to have you here as first batch of the University students and therefore you part of history of this new University.

Professor Lesakit B. Mellau

Vice Chancellor

SEPTEMBER 2023

## **UNIVERSITY PROFILE**

Mwalimu Julius K. Nyerere University of Agriculture and Technology [MJNUAT] was established in 2014. It has its headquarters in Butiama District, Mara Region about 3 km from the Butiama township. The University aims to be at the centre stage of agricultural transformation in Tanzania. It also strives to be a regional and global player in innovative and societal responsive Agricultural Education and Training (AET), revolution in agriculture and allied sciences through science, engineering and technology, human health and natural resource management and tourism. MJNUAT aims at achieving this through embracement of the concepts of the Third or Fourth Generation University. MJNUAT has several colleges, schools and institutes. Butiama is the main campus with colleges of Agriculture, College of Engineering and Technology, and School of Veterinary Medicine. Others include the Institute of Strategic and Conflict Mitigation, and the Institute of Disaster Management and Climate Change, as well as a number of centers. MJNUAT also is planned to have satellite Colleges and Schools which will include; College of Natural Resource Management and Tourism at Mugumu in Serengeti District, College of Health and Allied Sciences at the Mwalimu Nyerere Memorial Referral Hospital in Musoma Municipal, School of Fisheries and Aquatic Sciences at Kinesi in Rorya District and School of Education at Oswald Mang'ombe Campus. The University has also established a College of ICT and Business Studies in Tabora Municipal.

MJNUAT is geared to spearhead community and national development through generation of technically and business skilled graduates. The University seeks to produce graduates who can employ themselves, create jobs for others through the establishment of firms and, become competitive in the labour market locally and internationally. Besides, MJNUAT aim to venture into farming, agro-processing and value addition, trade and other forms of industrial and business innovations. MJNUAT seeks to offer technical training and alternative training that empowers youths, women, farmers, artisanal and small scale miners and Small and Micro Enterprises (SME) operators with skills needed in improving employability and productivity. The

University also aspires to optimize its societal and industry-responsive research competency and to be proactive in delivering technologies and innovation to stakeholders and in achieving this, In addition, MJNUAT will foster this mandate by forming an Entrepreneurial Service Support Unit that will help graduates to be navigated through their business ventures by offering requisite business mentorship support.

## **VISION AND MISSION**

### **VISION**

The Vision of the University is “To become an innovative science and technology center that serves as an engine for development”

### **MISSION**

The mission of the University is “To catalyze societal and industrial development through training; generation and diffusion of knowledge and technologies and delivery of outreach service”

### **CORE VALUES**

In achieving its vision and fulfilling its mission, MJNUAT will adhere to the following core values:

- (i) Commitment and professionalism,
- (ii) Pursuit of excellence in service delivery
- (iii) Collaboration and networking
- (iv) Entrepreneurial and innovative spirit,
- (v) Rigorous Standards and quality assurance
- (vi) Competitive orientation,
- (vii) Creativeness and innovations Integrity, Transparency and Accountability,
- (viii) Results/ Achievement oriented
- (ix) Diligence on duty,
- (x) Freedom of thought and expression
- (xi) Gender sensitive and mainstreamed

(xii) Teamwork and fairness.

## **LEARNING FACILITIES AND SERVICES**

### **A. STUDENTS' WELFARE**

The Students' Welfare at MJNUAT is under the auspices of the Coordinator of the Students Unit who is responsible for provision of students' welfare services. These range from residence to students, counselling and career guidance, students' governance, health and catering services. The following are some of the students' welfare services:

#### **i. UNIVERSITY STUDENTS ACCOMMODATIONS SERVICES**

MJNUAT provide quality accommodation in the Halls of Residence in the campus to all students. Room charges per day is Tsh. 700.

#### **ii. STUDENTS' GOVERNANCE SERVICES**

Since MJNUAT is a new University there is no Students Governance Unit. However, the University has prepared environment for students to establish the unit as soon as the academic year starts.

#### **iii. HEALTH AND CATERING SERVICES**

Health and Catering Services include the sanitation in all catering services and assists sick students in collaboration with the University Dispensary to find medical treatment. In addition, this unit handles National Health Insurance Fund (NHIF) activities in collaboration with NHIF Office to make sure that all students get their NHIF cards to use whenever they fall sick. As for Catering Services, the University offers cafeteria services to students at subsidised rates. There is a well-established cafeteria on the campus, which has the capacity to serve the present student population.

#### **iv. GAMES AND SPORTS**

The University has sporting facilities, including netball and football. More playground facilities development is ongoing.



## **B. COUNSELLING SERVICES**

The Counselling services are under the Coordinator of Students affairs, which is under the Deputy Vice Chancellor Planning, Finance and Administration. This Unit provides integrated guidance and counselling services, as well as support to students and staff of MJNUAT in various areas such as:

- i. Psycho-social concerns: e.g. sexual harassment, social abuse, discrimination, stigmatization, bullying, anger and stress management, anxiety and depression, retirement and retrenchment, marital issues, grief/loss, work and life balance, prevention, special needs, rehabilitation, conflict resolution, sexuality, relationships, and suicide.
- ii. Academic concerns: e.g. academic underperformance, low productivity, absenteeism, professional misconduct and work related stress, career guidance and counselling.
- iii. Health related concerns: e.g. diabetes, HIV/AIDS, cancer, high and low blood pressure and psychological disorders.
- iv. Economic and Financial concerns; e.g. handling of finances, debt and other economic challenges.

### **Contact address:**

**Head of Social Services,**

**MJNUAT,**

**P.O. Box 976,**

**Musoma.**

**Tel: +255755506713/0625910100**

**Email: [counselling@mjnuat.ac.tz](mailto:counselling@mjnuat.ac.tz)**

## **C. LIBRARY SERVICES**

The University Library is the heart of the University's academic and research endeavors that provides information services to support teaching, learning, research, and innovation. Library has a collection of various reading materials, including books, journals, research reports, Government, and University publications. Also there is

adequate e-reading material which the university has subscribed to.

The library has the ICT section which is managed by systems administrators who oversee the smooth running of the ICT network and equipment. Besides these, the library provides reading space to 500 students, staff, and other external users at a time.

DURING SEMESTER TIME			
WEEK DAYS	DAY TIME (Open Hours)	BREAK	NIGHT (Open Hours)
Monday - Saturday	8:00 am - 18:30 pm	1 Hour	19:30 - 22:30 pm
Sunday	14:00 - 18:30 pm	1 Hour	19:30 - 22:30 pm
Public Holidays	8:00 am - 18:30 pm	Closed	
DURING VACATION			
Monday - Friday	8:00 am- 17:00 pm	Closed	
Saturday	8:00 am – 15:30 pm	Closed	
Sunday & Public Holidays	Closed	Closed	

## **UNIVERSITY LEADERSHIP**

### **CHANCELLOR:**

Honourable Mizengo K. P. Pinda  
LL. B (UDSM)

### **COUNCIL CHAIRMAN:**

Mr. Philemon Luhanjo  
Diploma in Administration (Mzumbe), M.A in Public Administration (Southern California)

### **ACTING VICE CHANCELLOR:**

Professor Lesakit L. Mellau  
BSc. BVM (SUA), MVM (SUA and Copenhagen), Ph.D RVAU (Copenhagen)

### **DEPUTY VICE CHANCELLOR (Academic, Research and Consultancy):**

Professor Lesakit L. Mellau  
BSc. BVM (SUA), MVM (SUA and Copenhagen), Ph.D RVAU (Copenhagen)

### **DEPUTY VICE CHANCELLOR (Planning, Finance and Administration):**

Professor Msafiri M. Jackson  
BSc (Eng.) UDSM, MSc (Eng.) Leeds, PhD (Emg.) IIT (Chicago)

### **QUALITY ASSURANCE UNIT:**

COORDINATOR: Dr. Cornel A. Kibona  
BSc. MSc. Agrib Mngt (Tokyo), PhD Agric. Econ and Mngt (Jilin)

### **RESEARCH, CONSULTANCY AND OUTREACH UNIT:**

COORDINATOR: Dr. Bonaventure L. January  
BSc. Agric Gen (SUA), MSc. Crop Sc. (SUA), Ph.D Entomology (SUA.)

### **UNDERGRADUATE STUDIES UNIT:**

COORDINATOR: Dr. Yusuph A. Kafula  
BSc. Fisheries and Aquaculture (UDSM), MSc. Health aquatic Animals (SUA), Ph.D Biology (KU Leuven)

### **ADMINISTRATION AND HUMAN RESOURCES MANAGEMENT UNIT:**

DIRECTOR: Mr. Fortunatus F. Ntakabanyula  
BBA - HRM and MBA - HRM (SAUT), PHR (TPSC)

### **FINANCE UNIT:**

DIRECTOR: CPA Elia S. Mpangala  
Advanced Diploma in Accountancy (IFM), MSc. Accounting and Finance (Mzumbe), CPA (T)- NBAA

**INTERNAL AUDIT UNIT:**

HEAD: CPA Wilson F. Mafumba

ADA (TIA), PGDA (IAA), MBA CM (Mzumbe), CPA (T)- NBAA

**PROCUREMENT MANAGEMENT UNIT:**

HEAD: CPSP Bernadina B. Donge

ADPLM (IAA), MSc PSCM (Mzumbe), CPSP (PSPTB)

**PLANNING AND INVESTMENT UNIT:**

COORDINATOR: Mr. Mkama D. Lugina

B.A Regional Dev Planning (IRDP)

**ESTATES MANAGEMENT UNIT:**

COORDINATOR: QS Salum R. Chezeni

BSc. In Building Economics (UDSM), Registered Quantity Surveyor (AQRB)

**STUDENTS' SERVICES UNIT:**

COORDINATOR: Dr. Joel J. Matiko

BED (UDSM), M.A. A. Psych (UDSM), Ph.D Ed Psych (OUT), Ph.D Rural Dev. (SUA).

**INFORMATION AND COMMUNICATION TECHNOLOGY UNIT:**

COORDINATOR: Mr. Enock N. Oyuke

AD in Computer Science (IFM), MSc. IT and Mgnt (Avinashilingam University)

**COORDINATORS OF SCHOOLS****SCHOOL OF AGRICULTURE:**

ACTING DEAN: Dr. Selly D. Msungu

Dip Ed Chem and Bio (Kleruu), BSc. Agric General (SUA), MSc. Crop Science (SUA), PhD Sust. Agric (NM-AIST)

**DEPARTMENT OF AGRICULTURAL SCIENCES:**

ACTING HoD: Dr. Wambura M. Mtemi

BSc. Agronomy (SUA), MSc. Natural Resources Management (NTNU), Ph.D Sc Ecology (Guangxi University)

**LECTURERS**

Dr. Selly D. Msungu Dip Ed Chem and Bio (Kleruu), BSc. Agric General (SUA), MSc. Crop Science (SUA), PhD Sust. Agric (NM-AIST)

Dr. Wambura M. Mtemi BSc. Agronomy (SUA), MSc. Natural Resources Management (NTNU), PhD Sc Ecology (Guangxi University)

\*Dr. Abubakar S. Mgelwa BSc. Wildlife Mngt (SUA) MSc. Biology (Vrije Universiteit), MSc. Biology of Organisms and Ecology (Libre de Bruxelles), MSc.

Tropical Biod and Ecosystems (Univ of Florence), PhD Sc Ecology (Fujian)

#### ASSISTANT LECTURERS

\*Ms. Zuwena J. Ngoya BSc Agronomy (SUA), MSc. Soil Sc. And Land Mgt (SUA)

\*Mr. Hamis D. Wambura BSc. and MSc. Crop Science (SUA)

\*Ms. Nyamasija F. Nyakeko BSc. Horticulture (SUA), MSc. Natural Resources Mngt. (NTNU)

\*Mr. Gerubin L. Msaki BSc. Wildlife (SUA), MSc Environ and NRM (SUA)

\*Mr. Adili B. Nyanganoye BSc. In Wildlife, MSc. Natural Resources mngt (SUA)

#### TUTORIAL ASSISTANTS

Mr. Finias F. Mwesige BSc. Agron. SUA, MSC NARAM (UDSM)

Mr. Sosoma J. Makungu BSc. Agric (SUA)

Mr. Mabele S. Lyaganda BSc. Hort. (SUA)

Ms. Sophia Mathayo BSc. Agric General (SUA)

Mr. Francisco M. Gwassa BSc. Agric General (SUA)

#### INSTRUCTORS

Dr. Bonaventure L. January BSc. Agric Gen (SUA), MSc. Crop Sc. (SUA), Ph.D Entomology (SUA.)

\*Mr. Redius N. Leonard BSc. Hort. (SUA) MSc. Hort. (Queensland)

Mr. Jedius F. Damian BSc. Agric General (SUA)

#### LABORATORY TECHNICIANS

\*Mr. Ramadhani R. Mkondya Dip in Laboratory Science and Tech. (ATC)

\*Ms. Juliana L. Mkwama Dip in Laboratory Science and Tech. (ATC), BSc. in Biotechnology and Laboratory Sciences (SUA)

#### **DEPARTMENT OF AQUACULTURE AND FISHERIES:**

ACTING HoD: Dr. Mang'era S. Mnyoro

BSc. Aquaculture (SUA), MSc. Health of Aquaculture (SUA), Ph.D Aquaculture (SUA).

#### PROFESSORS

Lesakit L. Mellau

BSc BVM (SUA), MVM (SUA and Copenhagen), Ph.D RVAU (Copenhagen)

#### LECTURERS

Dr. Mang'era S. Mnyoro BSc. Aquaculture (SUA), MSc. Health of Aquaculture (SUA), Ph.D Aquaculture (SUA).

Dr. Yusuph A. Kafula BSc. Fisheries and Aquaculture, MSc. Health aquatic Animals (SUA), Ph.D Biology (KU Leuven)

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\* **On Study Leave**

#### ASSISTANT LECTURERS

\*Mr. Hector V. Vedasto BSc. Aquaculture (SUA), MSc. Fisheries and Aquaculture (ZJOP)

\*Dr. Tumwesige M. Katto BSc BVM (SUA), MSc CAP (SUA)

\*Dr. Yohana S. Anatory BSc. BVM (SUA) MSc. Applied Microb. (SUA)

\*Dr. Makoye M. Kanyema BSc BVM (SUA), MSc Public Health and Food Security (SUA)

Ms. Emma A. Komba BSc. Animal Sc, MSc. Tropical Animal Prod (SUA)

#### TUTORIAL ASSISTANTS

Mr. Riziwan B. Mdagadzule BSc. Animal Sc. (SUA)

#### **SCHOOL OF ENGINEERING AND TECHNOLOGIES:**

ACTING DEAN: Dr. Erasto M. Focus

Dip (Ed). Physics and Mathematics (Tukuyu TTC), BSc (Ed). Physics and Mathematics (SJUT), MSc. Physics (UDSM), Ph.D Enviro Sc and Eng. (NM-AIST)

#### **DEPARTMENT OF AGRICULTURAL AND IRRIGATION ENGINEERING**

ACTING HoD: Eng. Amani A. Hepautwa

Dip in Interior Design (LyceePriveEn-Nadjan), BSc. Civ Eng (SUB), MSc Highway and Civ Eng Structures (SUB).

#### ASSISTANT LECTURERS

Eng. Amani A. Hepautwa Dip in Interior Design (LyceePriveEn-Nadjan) BSc. Civ Eng (SUB) MSc Highway and Civ Eng Structures (SUB).

Eng. Evance K. Kabyazi BSc. and MSc Agr. Eng. (SUA)

Eng. Charles S. Katikizu BSc. Environmental Eng (Ardhi), MSc. Water Resources Eng (UDSM)

#### TUTORIAL ASSISTANTS

Eng. Now L. Mwampamba BSc in Agricultural Eng (SUA)

Eng. Gabriel L. Mwalusambo BSc. Metallurgy and Mineral Proc Eng. (UDOM)

#### **DEPARTMENT OF PROCESS, POST-HARVEST, FOOD AND ENERGY ENGINEERING:**

ACTING HoD: Eng. Umuamina A. Matola

BSc. Process Eng. (BadjMokhatar), MSc. Chem. Eng. (BadjMokhatar)

#### PROFESSORS

Msafiri M. Jackson BSc (Eng.) UDSM, MSc (Eng.) Leeds, PhD (Eng.) IIT (Chicago)

#### ASSISTANT LECTURERS

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\*Mr. Nichodemus Masunzu BSc. MSc Food Sc. (SUA)

\*Mr. Emmanuel F. Mwakasege BSc Food Sc. And Tec (SUA), MSc. Food and Nutritional (NM-AIST)

#### **SCHOOL OF ICT AND BUSINESS STUDIES:**

ACTING DEAN: Prof. Agnes G. Mwakaje

BSc. Agric. (SUA), PGD Agric Econ. (Reading), MSc. Agric Econ. (Reading), Ph.D (London).

#### **DEPARTMENT OF BUSINESS, ECONOMICS AND FINANCE:**

ACTING HoD: Dr. Lekumok L. Kironyi

B.A Rural Dev (SUA), MPA (Botswana), Ph.D Agric Econ and Agrib (SUA and Univ of Copenhagen)

#### **PROFESSORS**

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#### **LECTURERS**

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Dr. Cornel A. Kibona BSc, MSc. Agrib Mngt (Tokyo), PhD Agric. Econ and Mngt (Jilin).

#### **ASSISTANT LECTURERS**

\*Ms. Odina M. Migowe BAF, MSc (SJUT)

\*Ms. Anna Kanyangemu BSc. Agric Econ and Agrib (SUA); MSc. Agric Econ (Haryana AgricUniv)

Ms. Salome M. Masebo B.A Econ and Statistics (UDSM), M.A Economics (UDSM)

\*Mr. Emmanuel A. Wabanhu BBA and Logistical Mngt (SAUT), MSc. Proc. And Supply Chain Mngt (Mzumbe)

\*Mr. George T. Budotela Professional certificate in SACCOS Mngt, PD in SACCOS mngt (Moshi cooperative university), PD in procurement and logistics (TIA), Bachelor degree in Accountancy (SAUT), Master degree of BA in Finance (SAUT)

#### **TUTORIAL ASSISTANT**

Mr. Amos J. Mtunguja Bachelor of banking and Finance (IFM)

Ms. Nyakato G. Kaneno BBA (SAUT)

Mr. Nasri S. Millao BSc. Agric\$NRE and Business (UDSM)

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\* **On Study Leave**

## INSTRUCTORS

Mr. Alfred A. Sirikwa BSc Agric Econ and Agrib (SUA)  
CPSP Mgoma W. Michael ADPSM (CBE Dodoma), CPSP (T), PSPTB

## **DEPARTMENT OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT):**

ACTING HoD: Ms Zuena J. Mgova  
BSc Info Tech (UoI), MSc. Comp Sc. (Univ of Eastern Finland)

## ASSISTANT LECTURERS

\*Mr. Sekione R. Jeremiah BSc. ICT with Business (Mzumbe), MSc. CS (UDSM).  
Ms Zuena J. Mgova: BSc Info Tech (UoI), MSc. Comp Sc. (Univ of Eastern Finland)  
Ms. Happiness S. Maleko BSc. IT (SMMUCo), Masters (Info Security (IAA)  
Mr. Frank A. Nyange BSc Eng. in Elect and Comm. Eng (SJUT), PGD EducVoA,  
MSc. Embeded and Mobile System (NM-AIST).

## TUTORIAL ASSISTANTS

Mr. Rodric S. Swai Cert. Dip in ICT, BSc Business ICT (MoCU)

## INSTRUCTORS

\*Mr. Zecharia E. Haule BSc. ICT (Univ. of Iringa)  
Mr. Enock N. Oyuke AD in Computer Science (IFM), MSc. IT and mgnt  
(Avinashilingam University)  
Mr. Majala Hamis BSc. Informatics (SUA), MSc. ICS and eng. (NM-AIST)  
\*Mr. Ezekia K. Gilliard BSc. IT and Systems (Mzumbe), MSc. CS and Tech. (Beijing  
Inst. of Tech)

## **SCHOOL OF EDUCATION AND HUMANITIES:**

ACTING DEAN: Dr. Edward P. Mbwambo  
BSc. MSc. Ph.D. Rural Development (SUA)

## **DEPARTMENT OF EDUCATION:**

ACTING HoD: Dr. Thobias M. Kalenga  
BSc (Ed). Chem and Bio (SUZA), MSc. Chem (UDSM), PhD Chem (UDSM)

## LECTURERS

Dr. Joel J. Matiko BED (UDSM), M.A. A. Psych (UDSM), Ph.D Ed Psych (OUT),  
Ph.D Rural Dev. (SUA).  
Dr. Thobias M. Kalenga BSc (Ed). Chem and Bio (SUZA), MSc. Chem (UDSM),  
PhD Chem (UDSM)  
Dr. Jofrey J. Masana BSc (Ed). Phy and Math, MSc. Physics (UDSM), Ph.D Phy  
(CCNU)  
Dr. Erasto M. Focus Dip (Ed). Physics and Mathematics (Tukuyu TTC), BSc (Ed).  
Physics and Mathematics (SJUT), MSc. Physics (UDSM), Ph.D Enviro Sc and Eng.



(NM-AIST)

**ASSISTANT LECTURER**

\*Mr. Emmanuel H. Njale BSc (Edu). Chem and Bio, MSc. Chem (UDSM)

\*Mr. Philbert M. Meza Dip Ed (Korogwe), BAED (SAUT), MA in Linguistics (SAUT)

\*Mr. John J. Mapinda BSc. Ed. Math and Informatics (SUA), MSc. Appl. Math and Computational Sciences (NM-AIST).

**DEPARTMENT OF HUMANITIES:**

ACTING HoD: Dr. Jacqueline M. Ndossi

BSc. MSc. Rural Dev. (SUA), PhD Agric and Rural Innov. (SUA)

**LECTURERS**

Dr. Edward P. Mbwambo BSc. MSc, Ph.D Rural Development (SUA)

Dr. Jacqueline M. Ndossi BSc. MSc. Rural Dev. (SUA), PhD Agric and Rural Innov. (SUA)

**ASSISTANT LECTURER**

\*Mr. Thobias J. Mwogela BAED (SAUT), M.A Ling. (UoN)

**ACADEMIC UNITS:**

**QUALITY ASSURANCE UNIT:**

COORDINATOR: Dr. Cornel A. Kibona

BSc. MSc. Agrib Mngt (Tokyo), PhD Agric. Econ and Mngt (Jilin)

**RESEARCH, CONSULTANCY AND OUTREACH UNIT:**

COORDINATOR: Dr. Bonaventure L. January

BSc. Agric Gen (SUA), MSc. Crop Sc. (SUA), Ph.D Entomology (SUA.)

**UNDERGRADUATE STUDIES UNIT:**

COORDINATOR: Dr. Yusuph A. Kafula

BSc. Fisheries and Aquaculture (UDSM), MSc. Health aquatic Animals (SUA), Ph.D Biology

**LIBRARY UNIT:**

COORDINATOR: Dr. Jofrey J. Masana

BSc (Ed). Phy and Math, MSc. Physics (UDSM), Ph.D Phy (CCNU)

**\* On Study Leave**

## **ADMINISTRATIVE STAFF LIST**

### **OFFICE OF THE VICE CHANCELLOR:**

#### **Legal Services Unit:**

Legal Officer: \*Mr. Gideon C. Rwechungura

Bachelor of Laws (Tumaini University Makumira), Post Graduate Diploma in Legal Practice (The Law School of Tanzania), Masters of Laws (SAUT)

#### **Audit Unit:**

Head: CPA Wilson F. Mafumba ADA (TIA) PGDA (IAA) MBA CM (Mzumbe) CPA (T)- NBAA

CPA Kelvin H. Hinju Bachelor of Commerce in Accounting (UDSM), CPA (T)-NBAA

CPA Rugayi N. Bulindogo BAF-PS (Mzumbe), CPA (T)

#### **Procurement Management Unit:**

Head: CPSP Bernadina B. Donge ADPLM (IAA), MSc PSCM (Mzumbe), CPSP (PSPTB)

CPSP Anastazia Mathayo BAPSM (MuCCoBS), Masters of BM (MuCCoBS), CPSP (T) (PSPTB)

CPSP Raymond Lwila PSM (MUCCOBS), CPSP (T), PSPTB

Mr. Hafidhi M. Swafeni BCPLM (TIA), DPLM (TIA), BPLM (TIA)

CPSP Itangigomba J. Sindwa OD in PLM (IAA), BPLM (IAA), Cert of Registration-Graduate PSP, CPSP (PSPTB)

#### **Quality Assurance Unit:**

Coordinator: Dr. Cornel A. Kibona

BSc. MSc. Agrib Mngt (Tokyo), PhD Agric. Econ and Mngt (Jilin)

#### **Communication and Marketing Unit:**

Public Relations Officer: Mr. Farid A. Mnakatu

Bachelor of Arts in Mass Communication (UDSM)

### **OFFICE OF THE DEPUTY VICE CHANCELLOR (Academic, Research and Consultancy)**

#### **Undergraduate Studies Unit:**

Coordinator: Dr. Yusuph A. Kafula

BSc. Fisheries and Aquaculture MSc. Health aquatic Animals (SUA) Ph.D Biology (KU Leuven)

#### **Research, Consultancy and Outreach Unit:**

Cordinator: Dr. Bonaventure L. January  
BSc. Agric Gen (SUA), MSc. Crop Sc. (SUA), Ph.D Entomology (SUA.)

**Library Unit:**

Coordinator: Dr. Jofrey J. Masana  
BSc (Ed). Phy and Math, MSc. Physics (UDSM), Ph.D Phy (CCNU)

**Assistant Librarian:**

\*Mr. Evance M. Bonephace  
B.A Community Dev (Univ of Iringa), M.A Info Studies (UDSM)

**Assistant Librarian Trainees:**

Mr. Matokeo Msavange Dip in Information and Library Sc. (SUA), BSc in Business ICT, MoCU  
Ms. Elizabeth W. Makho: Cert. Dip in Library and Inform. Studies (Jordan Univer),  
Bachelor of Info and Record Mngt (SUA)  
Ms. Upendo C. Nzaligo Bachelor of Info and Record Mngt (SUA)  
Mr. Lucas V. Chuwa B.A Lib and Info Studies (UDSM)

**Library Administrative Officers:**

Ms. Prisca B. Mavika Bachelor of Arts in Library and Info Studies (TUDARCo)  
\*Ms. Monica T. Gowele Bachelor of Arts in Library and Info Studies (TUDARCo)  
Ms. Martha M. Joseph BLIS (UDSM)  
Mr. Gabriel J. Petro Dip in Information and Library Sc. (Moshi Cooperative University)

**OFFICE OF THE DEPUTY VICE CHANCELLOR (Planning, Finance and Administration)**

**Planning and Investment Unit:**

Coordinator: Mr. Mkama D. Lugina  
B.A Regional Dev Planning (IRDP)

**Finance Unit:**

Director: CPA Elia S. Mpangala Advanced Diploma in Accountancy (IFM), MSc. Accounting and Finance (Mzumbe), CPA (T)- NBAA

**Expenditure Section:**

CPA Peter S. Mambosho ADA (IFM), PGDA (IAA), CPA (T)-NBAA

**Final Account Section:**

CPA Peter S. Mambosho ADA (IFM), PGDA (IAA), CPA (T)-NBAA

**Revenue Section:**

CPA Hamis J. Razack MSc Finance and investment (IFM), CPA (T)-NBAA

**Bank Reconciliation Section:**

CPA Hamis J. Razack MSc Finance and investment (IFM), CPA (T)-NBAA

**Cash Office Section:**

Mr. Suleiman R. Salum BAF-BS (Mzumbe)

**Pre-Audit/Examination Section:**

CPA Fidelis M. Nyenza BAF (SAUT), CPA (T)-NBAA

**Administration and Human Resources Management Unit:**

Director: Mr. Fortunatus F. Ntakabanyula BBA- HRM and MBA- HRM (SAUT),  
PHR (TPSC)

**Administration Section:**

Head: Mr. Gregory P. Kimbi BHRM (Mzumbe)

Ms. Mwanahamis H. Abeid Bachelor of Arts in PS and PA (UDSM)

Mr. Abdul A. Matimbili BPA-RAM (Mzumbe)

Ms. Marlin Nelson Certificate of Education (Sahare Teachers College), Diploma in  
Rec Mngt. (TPSC)

Ms. Siwema S. Rajabu Certificate of Teaching Grade III (Mtwara Tech Teachers  
College), Diploma in Laboratory Science and Technology (MUST)

Ms. Juliana M. Shabi Ordinary Diploma in Secretarial Studies (TPSC)

Ms. Stella S. Ademba Certificate in Secretarial Studies (TPSC), Diploma in  
Marketing (CBE)

Ms. Judith D. Kashoro Diploma in Records Management (TPSC)

**Human Resource Management Section:**

Head: Mr. Masanja J. Njile BASO (UDSM)

Mr. William E. Nyasa BHRM (Mzumbe), PHR, TPS

Mr. Joseph C. Mwananzumi BA HRM (MUCCoBS)

**Information and Communication Technology Unit:**

Coordinator: Mr. Enock N. Oyuke AD in Computer Science (IFM), MSc. IT and  
Mgnt (Avinashilingam University)

\*Mr. Yasin H. Misanga BENGCO (DIT), ODCO (DIT)

Mr. Harold T. Malisa AD in Computer Science (IAA)

**Estates Management Unit:**

Coordinator: QS Salum R. Chezeni BSc. In Building Economics (UDSM), Registered Quantity Surveyor (AQRB)

QS Oswald B. Bujiku BSc. (ARU) Master of Eng.In Maint.Mngt (DIT)

Eng. Paul M. Shenyagwa PGD in Scientific Computing (UDSM), FTC in Civ Eng, Masters of Eng Mngt (UDSM), Professional Engineer Registration Certificate

Mr. Damas T. Joachim BSc. Land Mngt and Valuation (ARU)

#### **Maintenance Section:**

Head: Mr. Nichorous W. Malima BSc. Land Mngt and Valuation (ARU), Registered with Valuers Registration Board of Tanzania

Mr. Daniel E. Mwafongo Trade Test Cert Grade I and III (VETA), OD in Civ Eng with Community Development (CDTI)

#### **Transport Section:**

Head: Mr. Rajab S. Kijiba BSc. In LMV (ARU), Provisionally Registered Valuer Certificate (VRB)

Mr. Fredrick Kalanzi (Driver II) Advance driver grade II VIP (NIT)

Erick E. N (Driver II) Advance driver II VIP (NIT)

Regan B. Bahemu (Driver II) Advance grade II VIP (NIT)

Mr. Godlisten H. Massam (Driver II)

Rashidi K. Salehe (Driver II)

#### **Students' Services Unit:**

Coordinator: Dr. Joel J. Matiko

BED (UDSM) M.A. A. Psych (UDSM) Ph.D Ed Psych (OUT) Ph.D Rural Dev. (SUA).

#### **Diversity Unit:**

Coordinator: Ms. Salome M. Masebo

B.A Econ and Statistics (UDSM), M.A Economics (UDSM)

#### **Health Unit:**

Coordinator: Mr. Daniel S. Mawoo OD in Nursing and Midwifery (KAM College of Health Sciences), Full Registration Certificate in Nursing and Midwifery.

Mr. Ezekiel S. Agostino Cert in Nursing and Midwifery (KCMC School of Nursing), Enrolled Nurse, Enrolled Midwife

Mr. Shaibu H. Hamadi Dip in Pharmaceutical Sciences (MUHAS), Cert of Enrolment

## **UNDERGRADUATE PROGRAMMES WHICH ARE OFFERED FOR THE UNIVERSITY DEGREES AWARDS**

Mwalimu Julius K. Nyerere University of Agriculture and Technology (MJNUAT) offers 3 Bachelor degree programmes through Schools and Departments. The minimum number of students required for any particular undergraduate programme to run shall be ten (10). Departments wishing to run programmes with less than ten (10) students shall first obtain special permission from the Deputy Vice-Chancellor (ARC). The set minimum number of students is subject to annual reviews by the Senate.

MJNUAT offers Bachelor degrees programmes in 3 years (6 Semesters) of which all programmes are offered in full time mode. The following are the list of all schools and their respective undergraduate programmes leading to the awards of Bachelor degree qualifications offered at MJNUAT.

### **LIST OF SCHOOLS AND THEIR RESPECTIVE PROGRAMMES**

#### **School of Agriculture**

Bachelor of Science in Aquaculture

#### **School of Information and Communication Technologies (ICT) and Business Studies**

Bachelor of Science in Computer Science

Bachelor of Science in Agricultural Economics and Agribusiness

### **ADMISSION REGULATIONS**

1. All enquiries about admission should be addressed to:

The Coordinator of Undergraduate Studies,

MJNUAT,

P. O. Box 976,

Musoma Mara (HQ- Butiama),

Tanzania.

**E-mail: [undergraduatestudies@mjnuat.ac.tz](mailto:undergraduatestudies@mjnuat.ac.tz)**

**Tel. +255758594500**

All applicants **MUST** submit their applications for admission online via **<https://mjnuat.admission.ac.tz>**. Only applicants who meet the TCU minimum entry qualifications should submit their applications. Applications which do not meet the minimum entry qualifications will not be processed and the admission fee if paid will be forfeited.

**Note:** Invitations for application from qualified candidates are made between July and October of each year and successful candidates are notified between September and October after consideration and approval by the university. Academic year starts in October/November

2. It is an offence to submit false information when applying for admission. Applicants who will be discovered to have submitted forged certificates or any other false information will not be considered and appropriate legal action will be taken against them. Former students who have already graduated cannot be admitted as undergraduate students under Government loan sponsorship.
3. All new students are required to report for the orientation programme that normally takes place during the week preceding the beginning of the new academic year.
4. Successful applicants will be registered into their programmes only after they have paid the requisite University fees.
5. Fees paid will not be refunded.
6. All students, if accepted, are expected to conform entirely to University regulations.
7. After registration into the programme, students must register for Core and Elective courses, specifically designed for respective programmes to meet the required credit hours, within the first two weeks of each Semester. After this process, you are now ready to begin an amazing academic journey at MJNUAT.
8. The deadline for registration of first year students will be two weeks, from the first day of the orientation week, while for continuing students it will be the Friday of the second week after the beginning of the first semester.
9. Except in exceptional circumstances, no student will be allowed to change subjects/courses later than the Friday of the fourth week after the beginning of the first semester. Transferring from one academic programme to another will be allowed only where the student has the required admission criteria for the academic programme for which transfer is being sought and a vacancy exists in that programme.
10. (a) Students discontinued on academic grounds from one School may be allowed to apply into another School provided that the sponsor approves.  
(b) Discontinued students wishing to re-apply in the same School must show evidence of having followed further studies satisfactory to the School.
11. (a) Students entering this University as transfer cases cannot transfer grades obtained elsewhere. They can, however, be exempted from taking corresponding courses.  
(b) Where degrees are classified, the maximum transferable load is one academic year.

12. Students will be allowed to be away from University studies for a maximum of two years if they are to be allowed for the re-admission into the same year of studies where they left off.
13. Students discontinued from studies because of examination irregularities will be considered for readmission after they have been away for three years. They will be required to re-apply and compete with other applicants for re-admission into first year.
14. No change of names by students will be entertained during the course of study at the University and they will only be allowed to use names appearing on their certificates.
15. No student will be allowed to postpone studies after effective commencement of an academic year except under special circumstances. Permission to postpone studies will be considered after producing satisfactory evidence of the reasons for postponement and written approval from the sponsor. Special circumstances shall include: sickness, serious social problems (each case to be considered on its own merit) and severe sponsorship problem.

#### **MINIMUM ENTRANCE REQUIREMENTS FOR DIRECT AND EQUIVALENT QUALIFICATION ENTRANTS**

A candidate shall be deemed eligible for consideration for admission to a first-degree programme of the Mwalimu Julius K. Nyerere University of Agriculture and Technology (MJNUAT) if the candidate has the following qualifications:

Certificate of Secondary Education Examination (CSEE) or equivalent, with passes in FIVE approved subjects THREE of which must be at Credit level obtained prior to sitting for the Advanced Certificate of Secondary Education Examination (ACSEE) or equivalent;

#### **AND**

*(i) For all applicants except graduates of 2014 and 2015*

Two Principal Passes in appropriate subjects in the ACSEE or equivalent with total points from three subjects not below 5 (for Arts programmes) and 4 (for Science-based programmes) based on the following grade to point conversion scale:

A = 5; B = 4; C = 3; D = 2; E = 1; S = 0.5 and F = 0 point

The minimum Principal in this case is an 'E' grade.

*(ii) For graduates of 2014 and 2015*

Two passes in appropriate subjects in the ACSEE or equivalent with total points from three subjects not below 5 (for Arts programmes) and 4 (for Science-based programmes) based on the following grade to point conversion scale:

A = 5; B+ = 4; B = 3; C = 2; D = 1; E = 0.5 and F = 0 point.

The minimum Principal in this case is a 'D' grade.



(Note: Principal level passes in Divinity/Islamic Knowledge are not counted)

**OR**

An appropriate equivalent Diploma of a GPA not less than 3.0 for Ordinary Diplomas or B average for Teacher Education and Health Related diplomas or Distinction for unclassified awards or B grade for Full Technician Certificates or Upper Second Class for non-NTA diplomas obtained from a college which is fully registered by NACTE and approved by the MJNUAT Senate.

**Note:** Applicants from countries which follow an 8-4-4 education system need to complete at least one year of study at a university in their own countries before they can be considered for admission into the Mwalimu Julius K. Nyerere University of Agriculture and Technology.

**ADDITIONAL REQUIREMENTS BY SCHOOLS**

**SCHOOL OF AGRICULTURE**

**Bachelor of Science in Aquaculture**

*i. Direct Entry (Form VI) Qualifications*

Two Principal level passes in Science subjects one of which must be in Biological sciences.

*ii. Equivalent Qualifications*

Diploma in Biological Sciences with GPA not less than 3.0 or B grade or distinction or B grade for FTC

**SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT) AND BUSINESS**

**Bachelor of Science in Computer Science**

*i. Direct Entry (Form VI) Qualifications*

Two principal level passes at A-Level in Physics and Mathematics

*ii. Equivalent Qualification*

An appropriate equivalent Diploma with a GPA not less than 3.0 or an average grade of 'B' or higher.

**Bachelor of Science in Agricultural Economics and Agribusiness**

*i. Direct Entry (Form VI) Qualifications:*

Two Principal passes in Economics, Commerce, Agriculture, Geography and Mathematics

*ii. Equivalent Qualification:*

Equivalent Qualifications: Diploma in relevant fields with a GPA of not less than 3.0 or grade B from recognized institutions.

## **REGULATIONS ON STUDENTS CREDIT TRANSFER**

### **1. General Regulations**

- 1.1 Student credit transfer is allowed between Universities only.
- 1.2 Credit transfer applies to undergraduate degree programmes.
- 1.3 Credit transfer can only be allowed if such credits have been obtained within a period of not more than two years.
- 1.4 Students discontinued from other universities are not allowed to transfer credits to the MJNUAT.
- 1.5 Students will be required to undertake at least 2/3 of degree programme credits at MJNUAT. Maximum credit allowable for transfer, therefore, is 1/3 of the required credits of a MJNUAT degree programme.
- 1.6 MJNUAT students on study-abroad programmes shall be allowed to transfer credits obtained from the other university to MJNUAT.

### **2. Conditions Governing Credit Transfer from other Universities to MJNUAT**

- 2.1 The Higher Education institution from which a student wants to transfer credit must be a University with full accreditation by a recognized body in the country assigned to deal with such matters and the accreditation status of the institution shall be independently verified by MJNUAT and the Tanzania Commission for Universities (TCU). If in doubt, MJNUAT reserves the right to give any applicant a performance verification test or reject the application.
- 2.2 The applying student must have an active degree programme registration at his/her institution.
- 2.3 The applicant's academic entry qualifications in the previous respective programme's cut-off point in the relevant year.

### **3. Conditions Governing Credit Transfer from MJNUAT to other Universities will be governed by the regulations of the receiving University**

### **4. Criteria for Establishing Equivalence of Courses**

Courses can be judged to be equivalent to MJNUAT courses if they meet the following criteria:

- 4.1 The course must be from a programme of the same level as that of MJNUAT i.e. Bachelors degree course for undergraduate degree courses. Courses at intermediate levels such as Advanced Diploma, or Higher Diploma levels are not acceptable.
- 4.2 The course must have a theoretical component i.e. involving final examination, excluding clinical-based or practical only courses.

- 4.3 Course content must be at least 75% similar to that of the **MJNUAT** course.
- 4.4 The number of teaching hours used to cover the course must not be less than 75% of those used at **MJNUAT**.
- 4.5 Once a course has been accepted as being equivalent to a **MJNUAT** course as per the criteria, the course shall be given the same number of credits as that of the course at **MJNUAT** regardless of the credits in the other University.

## **5. Rules for Conversion of Grades**

- 5.1 Conversion of grades shall be done by anchoring the pass mark of the other university to that of **MJNUAT** and accordingly determining the range of marks in the other University for the **MJNUAT** grades.
- 5.2 In the case where only grades (and not scored marks) are available, the lower equivalent grade shall be assumed.

## **6. Procedures and Administration of Student Credit Transfer**

- 6.1 Applications for credit transfer should be submitted to the Deputy Vice Chancellor (Academic), in writing, and attaching copies of all required supporting documents.
- 6.2 All applications shall be scrutinized by relevant committees responsible for admission at the Department, School, and the Unit of Undergraduate Studies levels before reaching Senate for approval.
- 6.3 Students transferring from other universities to **MJNUAT** shall apply for credit transfer at least three months before the beginning of the semester they want to join. Cases of **MJNUAT**'s study-abroad students shall be dealt with on case-by-case basis.
- 6.4 Supporting documents for credit transfer application shall include the following:
  - (a) Official transcript (to be sent by the other university)
  - (b) Letter of introduction/recommendation from the previous university
  - (c) Course description, catalogue or syllabus (to include number of hours of teaching, method of assessment and grading system)
  - (d) An official translation of the original documents (in case of non-English documents)
  - (e) Photo-attached personal identification documents e.g. Birth certificate, passport or ID
  - (f) Certified copies of the original certificates used to gain admission into the previous university.

6.5 The following are reasons that shall be acceptable for credit transfer, in addition to meeting credit transfer criteria:

- (a) Courses not offered at the University of Registration (applies only for short-term transfers)
- (b) Illness (to be certified by **MJNUAT** medical officer in-charge)
- (c) Exchange programmes
- (d) Refugee situation
- (e) Returning resident

6.6 Credit transfer applicants must pay a non-refundable fee to be determined from time to time; however, **MJNUAT** students on study-abroad programmes need not pay such fees as they had already paid the fee when applying for admission into the University.

### **ADMISSION OF SHORT-TERM STUDENTS TO UNDERGRADUATE DEGREE COURSES**

1. A short-term student is one, the duration of whose studentship at the MJNUAT is one academic year and who is not registered for the certificate, diploma or degree course of the University.
2. Applications will only be considered from those candidates who possess the MJNUAT entrance qualifications or equivalent (B average) or higher qualifications for admission to the undergraduate degree course.
3. (a) The application must be submitted through the applicant's University/School to reach the Coordinator of Undergraduate Studies at least two months before the beginning of the semester in which admission is being sought.  
(b) The applicant's University/School should, if it supports the application, send a letter of recommendation to this University.
4. Short-term students are required to register as students of the University for one full academic year to any year of study as long as they meet the prerequisites. As registered students, all regulations governing full time students will apply to them unless otherwise stated.
5. Non-Tanzanian students are expected to conform to all immigration formalities in force in their countries before they depart for Tanzania. They must also obtain a Resident Permit from the nearest Tanzanian Embassy or High Commission before they arrive.
6. Registration for all students, including short-term students, is in October/November of each year unless otherwise specified.
7. At the end of the academic year, they have to sit for University examinations. They may also sit for supplementary examinations in the courses they failed.

8. A short-term student may be discontinued on the following grounds: serious breach of University (including Examination) regulations, abscondment, and/or irregular attendance in classes.
9. Short-term students may transfer to a degree programme provided their performance is satisfactory and to be awarded a degree of this University must have done most of the work at least 2/3 of the requirements at the MJNUAT.
10. Short-term students may be allowed to change status of registration from audit to credit course by permission and subject to meeting other requirements or prerequisites.
11. Short-term students under special programmes will pay fees as prescribed in the terms governing the respective programmes while fees for other categories of short-term students will be paid proportionately as for regular students. Non-Tanzanian students will pay the fees in convertible foreign currency (e.g. US\$, -, etc.).

#### **ADMISSION OF OCCASIONAL STUDENTS TO UNDERGRADUATE DEGREE COURSES**

1. An occasional student is one, the duration of whose studentship is less than one academic year. Occasional students should normally stay at the University for one or two semesters.
2. The entrance qualifications are the same as for admission to undergraduate degree course or equivalent.
3. (a) The application must be submitted through the applicant's University to reach the Coordinator of Undergraduate Studies at least two months before the beginning of the semester in which admission is being sought.  
(b) The applications must be submitted through the applicant's University School which should, if it supports the application, send a letter of recommendation to this University.
4. Non - Tanzanian students are expected to conform to all immigration formalities in force in their countries before they depart for Tanzania. They must also obtain Resident Permit from the nearest Tanzania Embassy or High Commission before they arrive.
5. Admission is on a semester basis to any year of study.
6. Occasional students will neither sit for exams nor get transcripts or grades except in special circumstances or where regulations allow a special programme could be set up which is recognized by the University.
7. An occasional student will be discontinued on the following grounds: any serious breach of University regulations, abscondment, or irregular attendance.
8. Occasional students may be allowed to audit courses by permission.

9. Occasional students under special programmes will pay fees as prescribed in the terms governing the respective programmes while fees for other categories of occasional students will be paid proportionately as for regular students. Non-Tanzanian students will pay the fees in convertible foreign currency (e.g.US\$)

**All correspondences should be addressed to:**

**The Coordinator of Undergraduate Studies**

**P.O. Box 976 Musoma,**

**Tanzania E-mail: E-mail: [undergraduatestudies@mjuat.ac.tz](mailto:undergraduatestudies@mjuat.ac.tz)**

**Tel: +255758594500**

## **GENERAL UNIVERSITY EXAMINATION REGULATIONS**

### **1. Registration for Examination**

There shall be no special registration of candidates for examinations. Registration and payment to the University of all required or prescribed fees by a candidate for a course of study shall be deemed as adequate registration for the requisite examinations in the particular course of study.

### **2. Registration for Courses**

- 2.1 All new full-time students shall register for courses at the beginning of the first semester of an academic year and continuing students shall register for courses at the beginning of an academic year for a total minimum of 60 course credits and a maximum of 72 course credits per semester in the academic year. Part-time students in a semester system shall register for a minimum of 48 credits and maximum of 96 credits per academic year.
- 2.2 The deadline for course registration for new students shall be the Friday of the second week after the beginning of the semester. Course registration at the beginning of the semester for continuing students shall only be allowed under special circumstances which prevented them from registering at the end of the year.
- 2.3 A student who has registered for a course but who wishes to withdraw from that course must apply to the Head/Dean as the case may be, of the unit hosting the programme through the Head of the course offering Department for permission to do so not later than Friday of the fourth teaching week of the semester. No student will be permitted to commence any course three weeks after the beginning of the semester or withdraw from any course four weeks after the beginning of the Semester.

### **3. Eligibility for Examinations**

- 3.1 The head of department or Dean of a School of a teaching Institute may bar any candidate from being admitted to any examination in any subject or course where the head/Dean is not satisfied that the candidate has completed satisfactorily by attendance, performance or otherwise the requirements of the subject of course. Satisfactory attendance shall mean attending a minimum of 75% of the prescribed contact hours for the course.
- 3.2 Candidates are required to complete coursework before they can be allowed to sit for the University Examination.
- 3.3 Where a candidate who has been barred in accordance with paragraph 3.1 or 3.2 enters the examination room and sits for the paper, his/her results in the paper shall be declared null and void.
- 3.4 A candidate whose work or progress is considered unsatisfactory may be required by the Senate, on the recommendation of the appropriate School or Academic Institute Board, to withdraw from the University or to repeat any part of the course before admission to an examination. Failure in an

examination, including a session or semester examination may be regarded as evidence of unsatisfactory progress.

3.5 Where a candidate who has not registered for studies or for a course sits for an examination, the examination results shall be nullified.

#### **4. Absence from Examinations**

4.1 A candidate who deliberately absents himself/herself from an examination or examinations without compelling reasons shall be deemed to have absconded the examination and shall be discontinued from the University.

4.2 A student who is required to sit for a special examination shall be assigned a “PEX” (Postponed Exam) grade and one who, for satisfactory reasons, has not completed his/her coursework shall be assigned an “I” (Incomplete) grade.

4.3 A student who has a “PEX” or “I” grade in a course during any academic year is required to clear the course examination during the time of special examinations for that academic year. Except with the approval of the respective School/Institute Board, a student who will not clear any “PEX” or “I” grade at the time of special examinations will be considered to have absconded studies.

#### **5. Board of Examiners**

5.1 Every University Examination shall be conducted by a Board of Examiners which shall consist of one or more examiners appointed from outside the University, in conjunction with one or more of the instructors of the candidates in the subjects under examination; except that, in the case of the reexamination of candidates who have failed in the ordinary University examination, all the examiners may be appointed from within the University, provided that at least one of them had no part in teaching the candidates the subject or subjects under examination.

5.2 Notwithstanding the provisions of sub-paragraph 5.1, University examinations conducted during and/or at the end of the First Semester may be conducted by internal examiners only, provided that:

(a) The relevant examination papers and answer scripts by candidates shall be submitted to external Examiners together with the papers and scripts of the Second Semester for moderation.

(b) The results of such examinations shall be published in terms of regulation 10.1 at the end of the First Semester.

5.3 External Examiners shall be entitled to such honoraria as the Council shall prescribe.

#### **6. Form of Assessment and Examination**

6.1 The Head of Department must make sure that students are made aware of all required evaluation procedures at the beginning of the course.



- 6.2 A candidate at any examination may, at the discretion of the Board of Examiners, be required to attend an oral examination in addition to written and practical examinations.
- 6.3 The percentages of the total marks awarded for written, practical and oral examinations in any subject or course shall be determined by the Senate, on the recommendations of the appropriate School or academic Institute Board.
- 6.4 Each course will be examined at the time of its completion and a grade awarded. The grade will be based on a final university examination and a course work assessment. The coursework assessment shall normally constitute 40% and final university examination 60% of the total course assessment. Coursework assessment for courses that are practical / methodology / research Laboratory / field based, may however, with the approval of Senate, constitute up to 100% of the total course assessment provided that where it exceeds 40% the assignments on which it is based shall be available for scrutiny by the External Examiner.
- 6.5 Assessment of the student's progress shall be based on the following grading system:

A :	70 – 100 %	C :	40 – 49 %
B+:	60 –69 %	D :	35 – 39 %
B :	50 –59 %	E :	0 – 34 %

The above range of marks being a result of rounding of all decimals of the marks.

- 6.6 The minimum pass grade shall be 'C'.

## 7. **Dates of Examination**

- 7.1 Examinations in all Schools shall be held at a time to be determined by Senate, which shall normally be at the end of each semester, subject to such exceptions as Senate may allow upon recommendation by a School or Academic Institute Board, as the case may be.
- 7.2 Candidates who are referred and are required to do supplementary examinations shall be reexamined in the referred subjects at a time to be determined by the Senate or in particular cases by the relevant School/ Institute Board, as the case may be, which shall not be less than one month after the ordinary examinations at the end of the second semester in the academic year.
- 7.3 A candidate who, for reasonable cause, was unable to present himself/herself in the ordinary examinations may, with the special permission of Senate or in that behalf the School/Institute Board as the case may be, present himself/herself for examination at a time fixed for any supplementary examination.

## **8. Conduct of Examinations.**

- 8.1 University examinations shall be conducted under the control of the Deputy Vice Chancellor (DVC) in charge of academics, or such other officer of the University as the DVC in charge of academics may appoint.
- 8.2 The examiners for University examinations shall be appointed by the Senate, in the manner it shall prescribe.
- 8.3 The DVC in charge of academics shall have power to issue such instructions, notes or guidelines to candidates, invigilators and examiners of University examinations as he/she shall deem appropriate for the proper, efficient and effective conduct of such examinations.
- 8.4 The instructions, notes or guidelines issued by the DVC in charge of academics under regulation 8.3 shall form part of and be as binding as these Regulations.
- 8.5 Subject to approval by the Senate, the Board of each School and Academic Institute shall make such internal examination regulations as are necessary for the proper conduct, management and administration of examinations in accordance with the specific requirements of particular degree, diploma, certificate or other award programmes of the School or Academic Institute, as the case may be.

## **9. Examination Irregularities**

- 9.1 All cases of alleged examination irregularities, including alleged unauthorized absence from examination, possession of unauthorized material in the examination room, causing disturbances in or near any examination room and any form of or kind of dishonesty, destruction or falsification of any evidence of irregularity or cheating in examination, shall be reported to the Senate Undergraduate Studies Committee or to a school Academic Board/Committee, which Committee/Board shall have power to summon the students and members of staff of the University, as it deems necessary and make decisions, subject to confirmation by Senate.
- 9.2 No unauthorized materials shall be allowed into the examination room.
- 9.3 Subject to confirmation by Senate, any candidate found guilty of bringing unauthorized materials into the examination room in any part of the examination process shall be deemed to have committed an examination irregularity and shall be discontinued forthwith from studies in the University.
- 9.4 Any candidate found guilty of cheating in relation to any part of the examination process shall be deemed to have committed an examination irregularity and to have failed in the whole of that examination for that year and shall be discontinued from studies in the University, subject to confirmation by Senate.
- 9.5 Any candidate found guilty of causing disturbance in or near any examination room shall be deemed to have committed an examination irregularity and to have failed in the whole of that examination for that year and shall be

discontinued from studies in the University, subject to confirmation by Senate.

9.6 Any candidate found guilty of commission of an examination irregularity and is aggrieved by the decision may appeal to the Senate in accordance with the provisions of regulation 18 of these Regulations.

9.7 In this regulation:

- (a) “Unauthorized material” includes any written or printed material that is generally or specifically prohibited from being brought into the examination room, cellular or mobile phones, radios, radio cassette or other types of players, computers, soft drinks (except where water is permitted) and alcoholic drinks and any other material as may be specified from time to time by the DVC in charge of academics, the Coordinator of a School or Head of an academic department;
- (b) “Unauthorized absence from examination” includes going out of the examination room, temporarily or otherwise, or staying out of the examination room for an unduly long period, without authorization or permission of the invigilator or one of the invigilators for the examination in question; and
- (c) “Cheating in examination” includes any form or kind of dishonesty or destruction or falsification of any evidence of irregularity.

9.8 The Senate may impose such a lesser penalty on a candidate found guilty of commission of an examination Irregularity, depending on the gravity of the facts or circumstances constituting the offence, as the Senate may deem appropriate.

## **10. Publication of Results**

10.1 The provisional results of candidates in every examination, arranged in a manner as prescribed by Senate or, in that behalf, as provided under internal examination regulations of the relevant School or Academic Institute approved by Senate and not in conflict with these Regulations, shall be published by the Coordinator of the relevant School soon after the School or Academic Institute Board meeting but the results shall not be regarded as final until they are confirmed by Senate.

10.2 The results may be published on notice boards, newspapers, information systems or websites at the discretion of the relevant School. The anonymity of the student must be protected in publishing results e.g. using the student’s registration number rather than names.

10.3 Examination results having been recommended by the School or an academic Institute Board to the Senate Undergraduate Studies Committee, the Committee shall approve the results and such approval shall have to be confirmed by the Senate.

10.4 Senate shall confirm the results of examinations for both Semesters at a time to be determined by Senate, which shall normally be at the end of the Second Semester.

10.5 Feedback on Coursework Assessment (CA) must be continuously provided to students and the cumulative CA marks must be shown to students before they sit for the University Examination. A copy of the students' CA marks must be submitted to the Head of Department at the same time.

## **11. Progress from Year to Year**

11.1 Candidates who are full time students are required to pass a total minimum of 120 course credits in examinations in the academic year and attain a minimum overall GPA of 2.0 before proceeding to the following year of study.

11.2 A candidate may be allowed to re-sit failed courses in Supplementary Examinations if he or she has attained an overall GPA of 1.8 or above in the First Sitting calculated in accordance with the credit weighting of individual courses. The maximum grade obtainable in a Supplementary Examination shall be the minimum passing grade i.e. 'C'.

11.3 No candidate shall be allowed to repeat any year of study on academic grounds, except with special permission or approval of the Senate upon recommendation of a School or Academic Institute Board, and the Senate Undergraduate Studies Committee.

11.4 Carrying over of courses shall be guided by the following:

- (a) A candidate who scored an overall GPA pass mark of 2.0 or above after Supplementary Examination, may be allowed to carry over flexibly into the subsequent academic year such number of failed courses as are requisite for the fulfillment of the requirement of passing a total minimum number of course credits for the programme in compliance with regulation 11.8. The minimum overall GPA shall be calculated in accordance with the credits weighting of the individual courses.
- (b) Carrying over failed courses into subsequent years shall imply repeating the failed courses in the subsequent years by fulfilling all requirements of the course. The maximum grade for a carried over course shall be the minimum passing grade i.e. 'C'.
- (c) Carry over of elective courses will only be allowed in exceptional circumstances, normally only when those credits are needed to comply with regulation 11.8.
- (d) All carried over courses shall be cleared within the allowable maximum period of registration otherwise the student will be discontinued from studies. The maximum period of registration is five years for a programme that takes three years and six years for a four-year programme.

- 11.5 All candidates with pending supplementary or special examinations or with incomplete courses shall be evaluated assuming they would score the maximum attainable grade in the pending examinations and shall be discontinued from studies if they would not obtain the required minimum GPA.
- 11.6 A candidate with incomplete results for courses which could not be completed by the end of the year for acceptable reasons must complete the courses before he/she can be allowed to continue with studies of the following year.
- 11.7 Final year students who return to the University to clear a carry over or an incomplete shall pay tuition fees and relevant direct costs. Tuition fee shall be paid on a pro-rata basis depending on the number of course credits to be taken out of the annual 120 credits.
- 11.8 To qualify for a degree award, the cumulative total minimum number of course credits shall be a multiple of the minimum number of course credits required per academic year under regulation 11.1 for the duration of each degree programme. That is:
- (a) For a three-year degree programme, such cumulative total minimum shall be 360 credits.
  - (b) For a four-year degree programme, it shall be 480 credits and
  - (c) For a five-year degree programme, it shall be 600 credits.
- 11.9 Provided that, subject to approval by the Senate, the internal examination regulations of a School, shall provide for cumulative maximum number of course credits for which a candidate may register and take for credit.

## 12. Classification of Degrees

- 12.1 For purposes of the final classification of degrees and where applicable, a five-point system shall be used in averaging the final grades.
- 12.2 The letter grades will be assigned points as follows:
- |   |    |   |   |   |   |
|---|----|---|---|---|---|
| A | B+ | B | C | D | E |
| 5 | 4  | 3 | 2 | 1 | 0 |
- 12.3 Approved courses given for each degree shall be appropriately weighted in terms of credits.
- 12.4 To get the score for each course multiply the points, as in 12.2 by the weights, as in 12.3.
- 12.5 The total score for the degree shall be the total score for all countable courses constituting the minimum number of course credits for the degree, computed as in 12.4.
- 12.6 The Grade Point Average (GPA) for the degree shall be computed by dividing the total score in 12.5 by the total weight obtained under 12.3 and truncating down to one decimal point.

12.7 The final classification shall be as follows: First Class A (5.0-4.4); Upper Second Class B+ (4.3-3.5); Lower Second Class B (3.4-2.7); and Pass C (2.6-2.0).

12.8 Award of Honours Degree:

A degree with honours shall be awarded to a candidate obtaining a First or Second class upper division where the candidate has passed all examinations at first sitting; without supplementary examination or carry over in any particular academic year.

### **13. Classification of Diplomas**

13.1 No diploma of the University shall be classified except with the special permission of Senate and recommendations of the Board of a relevant School.

13.2 Where the Senate grants special permission for classification of a diploma, the provisions of regulation 12 shall apply subject to such necessary modifications, variations and conditions as the Senate may impose or prescribe.

### **14. Classification of Certificates**

No certificate of the University shall be classified except with the special permission of Senate and upon recommendations of the Board of relevant School and subject to such terms and conditions as the Senate may prescribe.

### **15. Award**

15.1 The Board of Examiners in a School upon its satisfaction that the standard required under relevant regulations for the award of a degree, diploma, certificate or other award, as the case may be, has been attained by a candidate in University examinations applicable to him/her, may recommend to Senate through the relevant Board of a School that such degree, diploma, certificate or other award be conferred upon or granted to such successful candidate.

15.2 The Senate may confer degrees and grant diplomas, certificates or other awards of the University on or to candidates who satisfy and are recommended in accordance with regulation 15.1 for such conferment or grant by, the Board of Examiners in a School.

### **16. Certificates, Certification and Transcripts**

16.1 The Senate shall issue certificates for degrees, diplomas, certificates or other award to such candidates as shall be declared to have satisfied the appropriate Board of Examiners and shall have been recommended to and approved by the Senate for the conferment or grant of such degree, diploma, certificate or other award.

- 16.2 A certificate shall be issued only once for the same degree or award.
- 16.3 Upon application for a transcript, a student or former student shall be given a transcript of his/ her academic performance record. The transcript shall be charged a fee as the Council may from time to time prescribe. Any finalist student desirous of obtaining a transcript(s) shall submit an application for a transcript(s), a clearance form and one passport size photograph for the preparation of transcript(s).
- 16.4 The final grades of all courses taken by a student shall be entered in the transcript.
- 16.5 A student is required to verify the grades/information on his/her transcript/certificate before accepting it. Once taken, no certificate/transcript shall be returned for correction.
- 16.6 A fee payable as Council may from time to time prescribe shall be charged for certifying each copy of a degree certificate and academic transcript.

### **17. Loss of Certificate**

In case of loss or total or partial destruction of the original certificate or a copy thereof, the final grades of all courses taken by a student shall be entered in the transcript. University (Office of the DVC in charge of academics or such other office as the DVC in charge of academics may authorise in writing) may issue a copy or another copy on condition that:

- (a) The applicant produces a sworn affidavit.
- (b) The certificate so issued shall be marked "COPY" across it.
- (c) The replacement certificate will not be issued until a period of 12 months from the date of such loss has elapsed; except that such replacement may be issued within a shorter period where there has been partial destruction of the original certificate or of a copy thereof.
- (d) The applicant must produce evidence that the loss has been adequately publicly announced with a view to its recovery in an officially recognized form or manner in the applicant's home country or where the loss is believed to have taken place.
- (e) A fee as may be prescribed from time to time by Council shall be charged for the copy of certificate issued.

### **18. Appeals**

- 18.1 Except where unfair marking, wrongful computation of marks or grades or other like irregularity committed in the conduct of any University examination is alleged, no appeal shall lie in respect of any such examination on any other ground.
- 18.2 Any appeals made under regulation 18.1 shall be lodged with the Board of the appellants' School, which shall forward the appeal with observations to

- the Senate Undergraduate Studies Committee, whose observations and recommendation will be forwarded to Senate for approval.
- 18.3 Any student or candidate aggrieved by a decision of the Senate in terms of the provisions of regulation 9.4 may appeal to Senate for reversal or moderation of the decision.
- 18.4 Any member of the appellant's School who participated in the making of the decision against which the appeal is lodged shall not have a voting right in the Senate over such an appeal and may participate therein only in terms of presentation of findings and recommendation of the appellant's School or answering queries, as the case may be, and shall otherwise be absent from the Senate session considering any such appeal.
- 18.5 Appeals made under regulation 18.3 shall be lodged directly with the DVC in charge of academics who shall forward them to the Senate with observations and recommendations thereon.
- 18.6 Any person who has been involved at any stage in the processing of a case of alleged commission of an examination irregularity, whether at first instance or in preparation for the appeal, shall be barred from participation in the making of a decision over such a case, except for purposes of making a presentation of findings or recommendations or answering queries, as the case may be, in respect thereof and shall otherwise be absent from the Senate session considering any such appeal.
- 18.7 No appeal pertaining to the conduct of any University examination and the marking of scripts thereof shall be entertained unless an appeal is lodged with the appropriate University authorities in accordance with these regulations within one year from the date of publication of the results by or under the authority of the Senate.
- 18.8 No appeal will be considered where:
18. (a) The candidate appeals for re-marking of examination script but fails to establish reasonable grounds for prejudice, incompetence, or lack of integrity on the part of the internal examiner;
18. (b) It rises for the first time issues concerning the supervision, teaching or coursework assessment. Such matters will only be considered if they have been raised by the student promptly and in writing, at the time they first arose; or
18. (c) A student alleges illness or other factors but where she/he had an opportunity to postpone studies or examination(s) but voluntarily opted not to take that opportunity.
- 18.9 False claims of illness and/or the submission of false supporting medical or other documentation constitute an academic offence that will result in discontinuation from studies.
- 18.10 All appeals in an academic year shall be lodged soon after Senate's approval of results at the end of the academic year and shall be decided upon only once at the Senate schedule for the appeals.



18.11 A student may appeal to the Chairman of Senate against the decision of the Senate on his/ her appeal by lodging the appeal through the DVC in charge of academics. Such an appeal shall only be entertained if it had at first been rejected by Senate and if the student presents new developments and/or grounds that were not and could not be made available to Senate.

18.12 The Chairman of Senate's decision on an appeal, which shall be reported to Senate, shall be final and conclusive and no further appeal shall be entertained regarding the same issue.

### **19. Appeal Fee**

19.1 All appeals shall be accompanied by an appeal fee charged per decision or subject as the Council may from time to time prescribe.

19.2 The appeal fee shall not be reimbursed.

19.3 The same rates or any other rates as approved by relevant organs shall be charged for any further appeal decisions.

### **20. Disposal of Examination Answer Books and Other Scripts**

20.1 Unless otherwise retained by MJNUAT Library for archival purposes, all used examination answer books can be destroyed after the expiry of 13 months following final decision of Senate on the examination concerned.

20.2 Heads of Departments concerned shall, with respect to examination answer books falling under their departments:

- (a) Create and maintain adequate records of actions and transactions affecting examination answer books, ensure that those records are properly maintained while waiting for any appeal or final disposal;
- (b) initiate the disposal procedures of those examination answer books for which there is no further need;
- (c) initiate disposal of used examination answer books that have been stored by their departments for more than 13 months following respective Senate decision;
- (d) identify and safeguard those examination answer books which are of enduring value and which should be preserved as archives and made available to the Library for research and public consultation;
- (e) assist the MJNUAT Library in selecting examination answer books designated for archiving purposes;
- (f) seek expertise from MJNUAT Library to assist in the sampling answer books ear-marked for archiving;
- (g) designate a place or room as storage area for examination answer books awaiting appeals or final disposal;
- (h) seek permission from the Vice Chancellor to dispose the examination answer books through Deans of school or Coordinator of Undergraduate Studies and DVC in charge of academics. The request shall indicate the

- courses (including the sat session and academic year) whose scripts are to be destroyed; and
- (i) witness and keep close control over final disposal of examination answer books to ensure the confidential nature of contents of answer books remain inviolate.
- 20.3 Pending final disposal, Heads of Departments shall ensure all information contained in examination answer books remain inviolate and is protected from misuse or abuse.
- 20.4 (a) Respective School shall be responsible for prescribing under their special regulations clear guidelines for returning to the students graded courses, assignments, course essays, term papers and timed essays.
- (b) Unless otherwise retained for archival purposes, Departments shall also initiate the final disposal of such other examination scripts as essays, objective question papers, Laboratory works, models, studio papers or drawings that have been in retention or storage for the previous 13 months.
- 20.5 (a) The DVC in charge of academics shall cause to be prepared a disposal and storage budget and designate the cartons of various sizes or descriptions which shall be used by Heads of Departments for 13 months storage of examination answer books pending final disposal.
- (b) The cartons prescribed under sub-paragraph (a) above shall be so marked or labelled as to facilitate identification of the course, examination date, date of Senate decision, course coordinator and date when final disposal shall be due.
- 20.6 The MJNUAT Library shall keep; maintain in any format including electronic, all answer books selected by departments and sent to the Library for archival purposes.
- 20.7 (a) The DVC in charge of academics shall select and announce the best available practice in disposing of the examination answer books due for disposal;
- (b) Depending on such pertaining circumstances as privacy of information contained, cost involved and environmental considerations, the DVC in charge of academics may with respect to any batch due for disposal, direct:
- (i) the disposal by shredding and then disposed of by either burning or selling to recycling companies to be reused in producing other paper materials; or
- (ii) used examination papers be entirely burnt to completion.
- 20.8 The Vice Chancellor on recommendation of the DVC in charge of academics shall be the principal executive officer responsible to order final disposal of any batch of examination answer books.

- 20.9 (a) Heads of Departments shall witness final disposal of itemized examination answer books and signify the disposal.
- (b) The report of Heads of Departments to the DVC in charge of academics through respective Deans on disposal of examination answer books shall be accompanied with list of courses (including the sat session and academic year) whose scripts were destroyed.

## **21. Instructions to Candidates**

- 21.1 These instructions should be read together with the above University regulations.
- 21.2 All students sitting for examinations shall be in possession of a valid Student ID card, which is to be placed on the top right-hand corner of the desk throughout the examinations for Invigilators to check. Students without their ID card shall not be permitted an entry to the examination room. In case of loss of ID card, students shall apply for the new one at the ID Office before the examination period at a charge rate of Tsh 10,000 for local students (i.e. Tanzanians) and 5 USD for international students. In addition, all students shall be in possession of a valid Examination Ticket printed from their online student accounts after paying of tuition fees and other direct costs.
- 21.3 Candidates must acquaint themselves with the seating arrangement for their respective examinations in advance.
- 21.4 Candidates are advised to be at the examination centre at least fifteen minutes before the commencement of the examinations.
- 21.5 Candidates will be admitted by the invigilator to the examination room ten minutes before the time the examination is due to begin. Papers will be placed ready on the desks before they enter. They must not begin writing before they are told to do so by the Senior Invigilator. Where large numbers of candidates are affected, invigilators may admit candidates to the examination room fifteen minutes in advance. During these ten minutes the Senior Invigilator will:
- (a) make an announcement to the effect that all unauthorized materials should be removed from the examination room;
  - (b) make an announcement to the effect that candidates should satisfy themselves that they are in possession of the correct paper;
  - (c) call attention to any rubric at the head of the paper which seems to require attention; and
  - (d) announce that both sides of the paper must be used. He/she will then tell students when they may begin writing. Candidates will be given a maximum of ten minutes to read the paper.
- 21.6 Candidates are not allowed to borrow or exchange items such as rulers, pens, pencils and calculators during the examination.

- 21.7 Candidates are permitted to do rough work on the scripts on the understanding that this is crossed through at the end of the examination.
- 21.8 Students who wish to leave the venue during an examination session must:
- (a) first ensure that the answer book(s) and papers bear their registration numbers, degree programme and course code (even if no attempt has been made to answer any question); and
  - (b) raise a hand and wait for an invigilator; and leave only when the invigilator has signified his/her assent and accompanies the student.
- 21.9 No books, bags or attached cases may be taken by candidates into the room. Candidates are not normally allowed to use their own logarithmic tables. Candidates' attention is specifically drawn to General University Examination Regulation No. 9.1 to 9.3. Students should bring only permitted items to the examination, the University assumes no responsibility for personal property lost in or near any examination room.
- 21.10 Once a student is found with unauthorized materials, he/she should sign on the materials to confirm they are his or hers.
- 21.11 No candidate will be permitted to enter the examination room after the lapse of thirty minutes from the commencement of the examination and no candidate will be permitted to leave the examination room until thirty minutes have expired.
- 21.12 A student denied admission to the examination under regulations 21.2 and 21.11 may apply to the School for a special university examination; such application shall, however, be subject to scrutiny of the veracity of the claim.
- 21.13 At the end of the examination period, and on instructions from the Invigilator, candidates must stop writing and assemble their scripts, which they should personally hand to the invigilator unless instructed otherwise. Candidates must remain seated till the Invigilator tells them to leave the room. Apart from the examination paper, candidates are not allowed to take any examination material out of the examination room.

## **22. Notes to Invigilators Before the Examination**

- 22.1 University Examinations shall be invigilated by persons other than course instructor. Course instructors shall only be allowed in the examination room in the first ten minutes to provide clarifications on the examination questions, if any.
- 22.2 Invigilators should be present in the examination room at least twenty minutes before the commencement of the examination.
- 22.3 Invigilators will be provided with the following items by the Departmental (School for non departmentalised schools) Examinations Officer:
- (a) The question papers to be attempted by candidates.

Note: Sealed envelopes containing question papers must be personally collected by each invigilator from the said Examinations Officer at least twenty minutes

before the examination. All invigilators who have reported to the Examinations Officer within this period should immediately proceed to their respective examination room.

(b) A list showing the names of the papers to be attempted in the room (This will be distributed to invigilators in advance).

- 22.4 Invigilators must ensure that ONLY ONE answer book is provided for each candidate unless the rubric on the question paper requires otherwise. The answer book must be filled before any additional paper is provided.
- 22.5 Question papers and any other material prescribed in the rubric (e.g. log-tables, charts etc.) should be set out by the invigilator with the help of the Internal Examiner
- 22.6 Candidates must write their registration numbers and degree programmes on the cover page of the answer book before they start to write the examination.
- 22.7 Food, drinks (except where water is permitted - see below), cigarettes, laptops, recording or playback devices, and other electronic communication devices such as a cell or smart phones, bags, purses, hats, books attached cases, papers and other related items are not permitted in the examination room. The University assumes no responsibility for personal property lost in or near any examination room.
- 22.8 Students with approved health conditions may bring (transparent) bottled water into the examination room. Such students will have to be seated away from other students to avoid accidental spillage.
- 22.9 Invigilators should admit candidates to the examination room ten minutes before the commencement of the examination and they should ensure that they take the right places. Where big numbers of candidates are involved, invigilators may admit candidates to the examination room fifteen minutes in advance.

\*Invigilators are requested to stick to this arrangement. During these ten minutes, the invigilator should:

- (a) make an announcement to the effect that unauthorized materials are not allowed in the examination room;
- (b) make an announcement to the effect that candidates should satisfy themselves that they are in possession of the correct paper;
- (c) call attention to any rubric at the head of the paper which seems to require attention; and
- (d) Announce that, where this is practicable, both sides of the paper must be used. He/she should then tell students when they may begin writing. Candidates will normally be allowed a maximum of ten minutes to read the paper.

- 22.10 It is mandatory for all students sitting examinations to be in possession of a valid Student ID card, which is to be placed on the top right-hand corner of the desk throughout the examination for Invigilators to check. Students without their ID card shall not be permitted entry to the examination room, and shall be directed to the ID Office to obtain a valid ID card.
- 22.11 Invigilators should not admit candidates to the examination room after half an hour from the commencement of the examination and should not permit them to leave the room until thirty minutes have expired.

### **During the Examination**

- 22.12 At the commencement of the examination, invigilators should remind candidates to ensure that they are attempting the right examination paper.
- 22.13 At the end of the first half hour the total numbers present should be noted down. Invigilators should then collect the blank answer-books from all vacant places. Spare question papers should be returned to the correct envelopes for collection by the Internal Examiner. It is at this time that candidates should start to sign the examination attendance sheet. During the exercise, invigilators should also make sure that the photo on the candidate's ID card matches the candidate's face and that the registration number on the ID card is the same as the one written on the answer book.
- 22.14 Invigilators should minimize announcements during the examination.
- 22.15 An invigilator shall not allow candidates to borrow or exchange items such as rulers, pens, pencils and calculators during the examination.
- 22.16 During the examination, invigilators should ensure that candidates are provided with any additional requirements (e.g. scripts, blotting-paper, log-tables etc.). All rough work must be done in the Answer Book and crossed through.
- 22.17 No candidate should be permitted to leave his/her place during the examination except to leave the examination room.
- 22.18 A candidate may, with the permission of the Invigilator, leave the examination room briefly only if accompanied by an assigned assistant Invigilator. Candidates will not be readmitted to the examination room after they have left the examination room unless, during the full period of their absence, they have been under approved supervision.
- 22.19 Permission to leave the examination room shall be granted in exceptional circumstances as invigilators are expected to remind candidates to go for short calls before they enter the examination room.
- 22.20 A candidate who contravenes the regulations and instructions governing the examinations, especially by unfair practices such as copying from or communicating with other candidates shall be reported immediately to the Examinations Officer.
- 22.21 Once a student is found with unauthorized materials, the invigilator should ask the student to sign on the materials to confirm that they are his/hers.

PROVIDED that where a candidate/student refuses to sign on the material, the examination officer shall request another invigilator to witness and counter sign stating the candidate has refused to sign the material.

- 22.22 The candidate shall be informed that he/she has contravened the regulations and that he/she has been reported, but shall not be prevented from continuing with his/her paper. A written report must be sent to the Head of Department, through the Examinations Officer, including full details of the contravention. It is part of the invigilator's duty to move about the examination room as quietly as possible at frequent intervals.
- 22.23 Invigilators shall have the power to confiscate any unauthorized book, manuscript or other aid brought into the examination room and to expel from the examination room any candidate who creates a disturbance. They shall report to the Examinations Officer any case of a candidate suspected of giving or obtaining unauthorized assistance or of attempting to do so, and that officer shall have power to take any further steps he/she may consider necessary. He/she shall then report the matter to the DVC in charge of academics.
- 22.24 Cases of illness during examination should be reported to the Examination Officers as soon as possible for assistance.

#### **At the End of the Examination**

- 22.25 Invigilators shall not permit candidates to leave their places before their scripts have been collected. Candidates who wish to leave the examination room before the end of the examination shall hand over their scripts to the invigilator before leaving the examination room. At ten minutes before the conclusion of the examination period, the Invigilator shall announce the time remaining. Candidates may not leave their seats in the examination room after this time (except in case of emergency) until all papers have been collected. At the end of the examination period, invigilators shall instruct the candidates to stop writing and then collect all the scripts.
- 22.26 Invigilators shall enter the number of examination scripts collected from the candidates on the attendance sheet provided by the Examination Officer at the time of collecting the examination papers. Invigilators shall sign the said attendance sheet before they hand over all the scripts to the Internal Examiners (or their deputies) that must be present in the examination room at the end of the examination. On receipt of the scripts, Internal Examiners will check them and countersign on the collection form. The attendance sheets must be handed to the Examinations Officer at the end of each session.
- 22.27 Invigilators shall hand over all extra examination papers and answer books to the Head of the relevant Department.

## 23. General Notes and Instructions

23.1 Internal Examiners (or their deputies) are required to attend in the examination rooms at the commencement of each period to assist the invigilators and to collect the scripts. Instructions, which the examiners (or their deputies) may wish to be given, should be announced by the invigilators.

23.2 The Use of Calculators in Examinations:

- (a) Any calculator permitted to be taken into an examination must be hand-held, self-powered and noiseless. It must not make use of an audible alarm or facilities for 'wireless' transmission or reception of information.
- (b) For examinations with School approved (standard) calculators, the examination invigilator will ensure that only the specified calculator is used for the examination; otherwise the instructors are responsible for ensuring that only the calculators they have specified are brought into the examination room.
- (c) If a range of calculators is allowed in a test or examination, consideration be given to ensure fairness by setting a test or examination which takes into account the differing capabilities of the calculators.

23.2 "Examinations Officer" includes the Examination Officer's deputies.



## **BURSARIES AND FEES**

At the beginning of the academic year, all students will be required to produce evidence of sponsorship by the Government or any other organizations, otherwise they will be expected to pay full tuition and University fees (or the portion not covered by the sponsor) by the beginning of the term/semester before they can be permitted to use the University facilities. All local payments for fees should be paid by using control numbers obtained through the University Students' Academic Registration Information System (ARIS) accounts. Payment using the control numbers can be made at the nearest bank or mobile money. All payments must be receipted.

### **Tuition Fees for Tanzanians and International Students**

<b>S/N</b>	<b>Programme</b>	<b>Tanzanians (TZS)</b>	<b>International Students (USD)</b>
<b>School of Information and Communication Technology (ICT) and Business Studies</b>			
1	Bachelor of Science in Computer Science	1,500,000	3,500
3	Bachelor of Science in Agricultural Economics and Agribusiness	1,200,000	3,100
<b>School of Agricultural Sciences</b>			
1	Bachelor of Science in Aquaculture	1,300,000	3,100

In addition to the tuition fee each student (regardless of sponsorship or the Means Testing Grade) MUST pay the following approved Direct University Costs:

### Direct University Costs (Payable to the University)

Ser. No.	Fee Description	Tanzanians (Tsh)	Foreigners (USD)
1	Registration fee per academic year	5,000	10
	Student ID Card fee (paid only once)	10,000	5
2	Accommodation fee per semester	83,300	100
3	Application Fee (paid only once)	10,000	20
4	Student's Union Fees	5,000	10
5	Library and ICT Service Fees*	60,000	80
6	Examination fee per semester	15,000	20
7	Caution Money (paid only once in semester 1)	20,000	30
8	Medical Fee per year (NHIF)	50,400	100
9	Medical emergence fee (paid only once)	10,000	NA
11	Graduation fee (paid once for finalists only)	30,000	25
12	Graduation Gown Hiring	20,000	20
13	Quality Assurance incl. External moderation*	50,000	70
	<b>Total</b>	<b>368,700</b>	<b>490</b>

\*Advisory only, more may be required; paid annually

### Direct Students' Costs (Payable Directly to Students)

Ser. No.	Fee Description	Tanzanians (TAS)	Foreigners (USD)
1	Books and Stationery Allowance	500,000.00	500
2	Meals and Accommodation	2,100,000.00	1000
	<b>Total</b>	<b>2,600,000.00</b>	<b>1,500</b>

In addition, students are required to have sufficient funds to cater for special School requirements. Such requirements may be in the form of boots, overalls, compass set, drawing board, track suits, gloves, masks etc. as well as funds for industrial/practical training depending on the programme. Applicants are urged to consult the latest University prospectus for specific requirements by their Schools or consult the Schools for more details, including indicative cost implication.

Students also need to have separate funds to cater for stationery, books, meals and accommodation.

## ACCOMMODATION RATES

### Campus Hostels

TZS. 700.00 per student per day × 119 days per each semester (Undergraduate Students). Students with special needs are given first priority with respect to admission and provision of requisite physical infrastructure, including hostels.

### Accommodation Caution Money

TZS. 10,000/= payable once during the first year for the main campus but an extra TZS. 10,464.46 per month or TZS. 41,860.00 per semester will be charged when the University provides additional facilities like refrigerators, cookers, etc.

## PRACTICAL TRAINING

Those who will register for courses listed below will have to take practical training for the duration, location and timing as indicated. Equipment and materials will be procured by College/ Schools and distributed to students.

### Practical Training/Field Research

Code	Duration	Location	Timing	Remarks
<b>School of Information and Communication Technology (ICT) and Business</b>				
IS 1 <sup>st</sup> Yr	*8 weeks	Various	June	
IS 2 <sup>nd</sup> Yr				
<b>School of Agricultural Sciences</b>				
The 4th and 6th semesters	5 weeks each	Various		

## **REGULATIONS GOVERNING AWARD OF UNDERGRADUATE DEGREES PROGRAMMES AND COURSES OFFERED BY SCHOOLS**

### **DETAILS ON THE DEGREES PROGRAMMES AND COURSES OFFERED BY SCHOOLS**

School of (ICT) and Business Studies and School of Agriculture are running programmes under the semester system whereby the academic year is subdivided into 2 semesters of teaching, each lasting 15 weeks. Each of its disciplines offers a variety of courses, including core courses, which are compulsory to students majoring in the subject, and elective courses. Each course is given a credit weighting according to the time devoted to it following the Tanzania Commission for Universities guidelines. One credit equates to learning outcomes achieved in 10 hours of learning, which includes activities such as lectures, seminars/tutorials, assignments, independent studies and practical training.

### **SCHOOL OF AGRICULTURE**

The mission of the School of Agriculture is to contribute towards the transformation of the agricultural sector through the provision of quality education, research, outreach and advisory services in areas of Aquaculture and other related areas. The School of Agriculture consists of one department namely the Department of Aquaculture and Fisheries.

### **PROGRAMME HOSTED BY THE DEPARTMENT OF AQUACULTURE AND FISHERIES.**

#### **PROGRAMME DETAILS:**

**1.0 Proposed Programme Title:** Bachelor of Science in Aquaculture

**1.1 Programme Host Department:** Department of Aquaculture and Fisheries.

**1.2 University Qualification Framework (UQF) Level:** UQF Level 8

**1.3 Duration**

Years	No. of Semesters	Total Credits
3	6	360

**1.4 Programme Status:** The programme will be offered on a full time basis.

**1.5 Mode of Delivery:** Face to face.

**1.6 Location of the Delivery:** Oswald Mang'ombe Campus

**1.7 Proposed Intake Numbers for the next Four Years**

Enrolment year	2023/2024	2024/2025	2025/2026	2026/2027
Number of Students	50	100	150	200

## **2.0 Entry Requirements/Qualification**

Applicants must have attained at least UQF Level 6 (Ordinary Diploma) or NQF Level 4 (Advanced Certificate of Secondary Education) or recognized equivalent prior learning qualifications.

## **2.1 Nature of Practical Project/Training or Field work Attached to the Programme**

Both laboratory and field based practical training will be conducted during practical training hours allocated for each course. The practical training activities are indicated in each course e.g. setting experiments, sample collection from field, laboratory analysis of samples, etc. Students shall be required to write a practical report for each practical conducted. The practical report shall be examined and awarded marks by respective instructors.

## **2.2 Exit Levels**

There will be one exit level outcome associated with this programme. A candidate who, for some reasons, fails to continue with studies but has successfully accumulated a minimum of 240 credits, shall be awarded a higher Diploma in Aquaculture.

## **3. Programme Management**

### **3.1 Entry Arrangement**

As pointed out in Section 2.0, 4.3, and 4.4, the Mwalimu Julius K. Nyerere University of Agriculture and Technology Regulations and Guidelines for Undergraduate Degrees will apply for entry into the BSc Aquaculture degree programme. Applicants must have attained at least UQF Level 6 (Ordinary Diploma) or NQF Level 5 (Advanced Certificate of Secondary Education) or recognized equivalent prior learning qualifications. A candidate aspiring to join the BSc. Aquaculture degree programme shall fill an application form for admission. **The application form can be obtained from the MJNUAT website (webpage <http://www.mjnuat.ac.tz/>).** All application forms received from applicants by the Unit of Undergraduate Studies are sent to the Department hosting the degree programme, in this case, the Department of Aquaculture and Fisheries in the School of Agriculture. The Department will assess the application forms and establish the list of eligible applicants for admission into the BSc. Aquaculture. The list of eligible applicants will be presented back to the Unit of Undergraduate studies for consideration prior to approval by the University Senate.

### **3.2 Transfer and Progression (Progression Routes into and from this Programme, Vertical and Horizontal Articulations)**

Admission into MJNUAT undergraduate degree programmes under credit transfer system is as per TCU guidelines. Progression from year to year will be governed by the MJNUAT guidelines on admission and registration requirements for undergraduate and non-degree programme. In addition, a candidate after successful completion of BSc with Aquaculture degree at MJNUAT can progress to UQF level 9 to study postgraduate certificate/diploma, MSc degree and PhD. Horizontal

articulation options shall be possible for a candidate to transfer accumulated credits to and from recognized professional higher learning institutions offering similar courses to level similar to that of MJNUAT.

### **3.3 Arrangement for recognition of prior learning**

A candidate seeking admission through Recognition of Prior Learning (RPL) shall be required to have a valid RPL certificate obtained after passing RPL examination at the centres approved by TCU.

### **3.4 Learning Assumed to be in Place (Pre- Requisite-Formal Learning)**

The general regulations for Undergraduate Degrees of the MJNUAT shall apply. Applicants must have attained at least UQF Level 6 (Ordinary Diploma) or NQF Level 5 (Advanced Certificate of Secondary Education) or recognized equivalent prior learning qualifications. The minimum requirements for admission of direct entrants into undergraduate degree programmes shall be **TWO PRINCIPAL LEVEL PASSES (4.0 points of the current NECTA grading system)** in Mathematics, Economics, Geography, Science and Practice in Agriculture, Physics, Chemistry, Biology/Zoology in the Advanced Certificate of Secondary Education Examination (ACSEE; A-level). An equivalent candidate for undergraduate programmes shall be required to have a Diploma Certificate with a Distinction/Credit and a minimum of **FOUR passes** or **THREE credits** in relevant subjects in the certificate of Secondary School Education Examination (CSEE; O-level).

### **3.5 Transfer Arrangement**

There shall be possibility to transfer credits within or outside the University. This process will be guided by Regulations and Guidelines as stipulated by TCU.

### **3.6. Normal learning matrix and Course Matrix**

The Programme shall constitute core courses, which are compulsory to all students and a list of elective courses from which the students shall select to meet the minimum requirement of 60 credits per semester. Students shall select appropriate elective courses in a semester based on their interests and career goals. Courses under this programme are listed below;

*Year 1*

**Table 1 Courses for semester 1**

**Courses and their units/credit hours**

Code	Module Title		Scheme of study (Hours/Credits)						
			L	T	AS	IS	P	Total Hours	Credits
AQ 100	Introduction to Aquaculture	Core	30	15	10	10	15	80	8
AQ 101	Biology of Fishes	Core	40	10	10	10	30	100	10
AQ 102	Chemistry for Life Sciences	Core	30	15	10	10	15	80	8
AS 102	Introductory Animal Genetics	Core	30	15	7	10	8	70	7
AQ 103	Aquatic Microbiology	Core	30	15	7	11	7	70	7
CIT 100	Computer Applications	Core	20	10	8	7	30	75	7.5
ENV 101	Fundamentals of Ecology and Ecosystems	Core	32	15	8	15	20	90	9
	<b>Total credits for cores</b>		<b>112</b>	<b>95</b>	<b>66</b>	<b>120</b>	<b>125</b>	<b>565</b>	<b>56.5</b>
AS 101	Introduction to Animal Production and Health	Elective	30	15	8	7	20	80	8
AEA 101	Introduction to Agricultural Economics and Development	Elective	30	15	15	15	0	75	7.5
EE 101	Introductory Sociology	Elective	36	18	9	18	9	90	9
DS 100	Principles, Theories and Contemporary Issues of Development	Elective	40	20	10	20	0	90	9
SC 100	Communication Skills I	Elective	30	20	10	15	0	75	7.5

FT 104	Food Microbiology I	Elective	20	5	5	10	10	50	5
	Total credits for elective		156	93	57	95	39	560	46
	<b>Total for Semester</b>		<b>398</b>	<b>188</b>	<b>111</b>	<b>123</b>	<b>205</b>	<b>950</b>	<b>102.5</b>

L= Lectures ; T= Tutorials ; P= Practical ; AS= Assignment; IS= Independent Study

**Table 2 Courses for Semester 2  
Courses and their units/credit hours**

Code	Module Title		Scheme of study (Hours/Credits)						Total Hours	Credits
			L	T	AS	IS	P			
AQ 104	Limnology	Core	40	10	10	10	30	100	10	
AQ 105	Marine Ecology	Core	40	10	10	20	20	100	10	
AQ 106	Invertebrate Biology	Core	24	6	6	12	12	60	6	
MTH 106	Introductory statistics	Core	32	20	8	15	0	75	7.5	
ENV 104	Introductory Biochemistry	Core	30	15	8	7	15	75	7.5	
SC 101	Communication Skills II	Core	30	20	10	15	0	75	7.5	
	<b>Total credits for cores</b>		<b>196</b>	<b>81</b>	<b>52</b>	<b>79</b>	<b>77</b>	<b>485</b>	<b>48.5</b>	
FT 107	Food Biotechnology I	Elective	30	15	7.5	15	7.5	75	7.5	
EE 105	Principles of Administration and Management	Elective	36	18	9	18	9	90	9	
AS 104	Introduction to Animal Nutrition	Elective	30	15	7	10	8	70	7	
AEA 102	Introduction to Agribusiness	Elective	20	20	10	10	10	70	7	



SS 100	Agro-Meteorology	Elective	30	5	5	10	30	80	8
	Total credits for electives		146	63	38.5	63	64.5	385	38.5
	<b>Total for Semester</b>		<b>342</b>	<b>154</b>	<b>90.5</b>	<b>142</b>	<b>141.5</b>	<b>870</b>	<b>87</b>

L= Lectures ; T= Tutorials ; P= Practical ; AS= Assignment; IS= Independent Study

### Year 2

**Table 3 Courses for Semester 3  
Courses and their units/credit hours**

Code	Module Title		Scheme of study (Hours/Credits)					Total Hours	Credits
			L	T	AS	IS	P		
AQ 200	Aquaculture Genetics and Breeding	Core	40	10	10	10	30	100	10
AQ 201	Aquaculture Reproduction and Hatchery Management	Core	40	10	10	10	30	100	10
AQ 202	Aquaculture Production Systems I	Core	30	10	15	15	20	90	9
AQ 203	Mariculture I	Core	30	10	15	15	20	90	9
MTH 201	Biometry	Core	32	24	8	16	0	80	8
	<b>Total credits for cores</b>		<b>172</b>	<b>64</b>	<b>58</b>	<b>66</b>	<b>100</b>	<b>460</b>	<b>46</b>
EE 202	Extension Methods	Elective	36	18	9	18	9	90	9
WL M 212	Conservation of Wetlands	Elective	30	15	7.5	15	7.5	75	7.5
ENV	Hydrogeology	Elective	30	15	7.5	7.5	15	75	7.5

201	and Water Resource Management	e							
FT 206	Food Microbiology II	Elective	32	10	10	8	20	80	8
AEA 210	Agribusiness and Entrepreneurship Development	Elective	20	20	10	10	10	70	7
	Total credits for electives		148	78	46.5	53.5	74	415	39
	<b>Total for Semester</b>		<b>350</b>	<b>152</b>	<b>154.5</b>	<b>134.5</b>	<b>174</b>	<b>875</b>	<b>85</b>

L= Lectures ; T= Tutorials ; P= Practical ; AS= Assignment; IS= Independent Study

**Table 4 Courses for Semester 4  
Courses and their units/credit hours**

Code	Module Title		Scheme of study (Hours/Credits)						Total Hours	Credits
			L	T	AS	IS	P			
AQ 204	Non-Conventional Aquaculture	Core	40	10	10	20	20	100	10	
AQ 205	Aquaculture Nutrition and Feed Technology	Core	40	10	10	15	25	100	10	
AQ 206	Aquaculture Production Systems II	Core	36	9	9	18	18	90	9	
EE 206	Programme Planning and Evaluation	Core	36	18	9	18	9	90	9	
AEA 205	Production Economics	Core	30	20	10	10	20	90	9	
	<b>Total credits for cores</b>		<b>182</b>	<b>67</b>	<b>48</b>	<b>81</b>	<b>92</b>	<b>470</b>	<b>47</b>	
FT 209	Sensory Evaluation of	Elective	24	8	8	8	12	80	8	

	Foods and Product Development								
RD 208	Conflicts Management	Elective	30	10	10	10	0	60	6
FBL 207	Climate Change	Elective	30	15	7.5	15	7.5	75	7.5
	Total credits for electives		84	33	25.5	33	19.5	215	21.5
	<b>Total for Semester</b>		<b>266</b>	<b>100</b>	<b>73.5</b>	<b>114</b>	<b>111.5</b>	<b>685</b>	<b>68.5</b>

L= Lectures ; T= Tutorials ; P= Practical ; AS= Assignment; IS= Independent Study

### Year 3

**Table 5 Courses for Semester 5  
Courses and their units/credit hours**

Code	Module Title		Scheme of study (Hours/Credits)						Total Hours	Credits
			L	T	AS	IS	P			
AQ 300	Research Project I: Research Methods and Proposal Development	Core	30	20	10	60	0	120	12	
AQ 301	Diseases & Health Management in Aquaculture	Core	40	10	10	20	20	100	10	
AQ 302	Integrated Aquaculture	Core	36	18	9	18	9	90	9	
AQ 303	Fisheries Science and Management	Core	40	10	10	20	20	10	10	
FBL 302	Integrated Watershed Management	Core	30	15	7.5	15	7.5	750	7.5	
	<b>Total Credits for cores</b>	<b>Core</b>	<b>176</b>	<b>73</b>	<b>46.5</b>	<b>133</b>	<b>56.5</b>	<b>1070</b>	<b>48.5</b>	

AS 304	Poultry and Rabbit Production	Elective	30	10	10	10	10	70	7
FT 303	Food Quality Assurance and Legislation	Elective	24	8	8	8	12	60	6
FBL 305	Biodiversity Measuring and Monitoring	Elective	40	10	15	20	15	100	10
CIT 300	Information and Communication Management for Agricultural Professionals	Elective	21	6	6	6	21	60	6
	Total credits for electives		115	34	39	44	58	290	29
	<b>Total for Semester</b>		<b>321</b>	<b>127</b>	<b>95.5</b>	<b>192</b>	<b>114.5</b>	<b>775</b>	<b>77.5</b>

**L= Lectures ; T= Tutorials ; P= Practical ; AS= Assignment; IS= Independent Study**

**Table 6 Courses for Semester 6  
Courses and their units/credit hours**

Code	Module Title		Scheme of study (Hours/Credits)						Total Hours	Credits
			L	T	AS	IS	P			
AQ 305	Research Project II: Report Writing	Core	0	10	0	110	0	120	12	
AQ 306	Post-Harvest Handling and Value Addition of Aquatic Products	Core	36	18	9	18	9	100	10	
AQ 307	Aquaculture and the Environment	Core	32	16	8	16	8	80	8	
AQ 308	Mariculture II	Core	32	16	8	16	8	80	8	
AQ	Policies,	Core	40	30	10	20	0	100	10	

309	Regulations and Ethics for Aquaculture and Fisheries								
	<b>Total credits for cores</b>		<b>140</b>	<b>90</b>	<b>35</b>	<b>180</b>	<b>25</b>	<b>480</b>	<b>48</b>
AEA 306	Human Resource Management	Elective	30	10	15	15	0	70	7
SS 306	Management of Natural Resources and Sustainable Agriculture	Elective	30	10	10	10	20	80	8
FBL 304	Ecological Restoration	Elective	30	15	10	10	10	95	9.5
	Total Credits for electives		90	35	35	35	30	245	24.5
	<b>Total for Semester</b>		<b>230</b>	<b>125</b>	<b>70</b>	<b>215</b>	<b>58</b>	<b>705</b>	<b>70.5</b>

**L= Lectures ; T= Tutorials ; P= Practical ; AS= Assignment; IS= Independent Study**

#### **4. Assessment Details**

#### **4. 1 Programme assessment strategy**

The candidate is expected to pass all courses and have a minimum of 60 credits (600 'NOTIONAL' OR 'AVERAGE LEARNING' hours) per semester. To graduate with a degree, a student must have a minimum of 360 credits (3600 'NOTIONAL' OR 'AVERAGE LEARNING' hours). The minimum time for full time students to complete their degree programme shall be six semesters while part-time students will be allowed to spend up to but not more than 12 semesters. Assessment criteria for various components of examinations shall be as per MJNUAT general regulations and guidelines. Candidates who have completed year 2 or 3 but could not meet the requirement for a degree due to various reasons will qualify for an exit award. Assessment criteria for continuous course assessments and end- of-semester University Examinations shall follow the General University Examination regulations of MJNUAT for undergraduate degree programmes.

**Courses which have formal practical during the course but no end of semester practical examination:** Theory and formal practicals shall be assessed as follows;

- Students' reports on practical work shall carry 10% of the assessment
- Practical tests conducted each semester shall carry 30 % of the assessment
- Take-home essays, assignments which will be given at appropriate stages during the semester session will carry maximum 5% of the assessment.
- Tests and quizzes which will be given at appropriate stages during the semester will carry 15 % of the assessment and the weighting of individual assessment tool will be proportional to time allocated for the test/quiz.
- The end of semester written theory examination shall account for 40% of the semester final mark for the subject.

**Courses without formal practical component:** the assessment shall be done as follow:

- Essays and assignments shall carry 10% of the assessment
- Seminar report and presentations where applicable shall account for 10 % of the assessment
- Tests/quizzes shall account for 20% of the assessment

- The end-of-semester University Examination shall account for 60% of the assessment

The overall pass mark for all courses shall be 50%. A student failing either theory or practical component of the examination and has a probation status shall be required to sit for a probation examinations that shall have separate theory and practical components/sessions

**Field practical training (FPT):**

Field practical training shall be an essential requirement of the B.Sc. (Aquaculture) degree programme and shall be conducted during the 4th and 6th semesters for a period of 5 weeks each.

Assessment of field practical training shall be done as follows:

- Local supervisor shall award a maximum of 30%
- University field practical supervisor shall award a maximum of 30%
- The FPT report be awarded a maximum of 40%
- The pass mark for FPT shall be 50%

A pass in the FPT shall be required before a candidate is allowed to proceed to the next semester or to graduate in the case of a final year student.

**4.2 Examination general format & examination regulations**

Shall be as per MJNUAT admission Requirements, examination Regulations and Guidelines for Undergraduate and Non-Degree programmes at MJNUAT Examinations will include quizzes, assignments, theory tests, seminar presentations, practical reports, practical tests and end of semester University examinations for each course taught. Each examination shall have at least five questions and not more than 10 questions covering the whole spectrum of Bloom's taxonomy of educational objectives and testing both lower- and higher-level thinking skills. Examination regulations will be based on the Regulations and Guidelines for undergraduate Degrees of MJNUAT. The pass mark is 50% for practical and theory separately. All

cases of alleged examination irregularities shall be referred to the office of the DVC (Academic). Details are found in the MJNUAT regulations and guidelines for undergraduate degrees

#### **4.3 Examination moderations**

Examination moderations shall be as per MJNUAT admission Requirements, examination Regulations and Guidelines for Undergraduate and Non-Degree programmes at MJNUAT. Moderation of examination questions and students' examination scripts will be done at the level of the department that offers the course by a moderation committee comprised of three - five academic staff together with the Head of Department. The committee is charged with moderating all examination questions to ensure that the questions are of the desired quality for the level of the study, courses are being examined and the intended learning outcome are achieved. Moderation of examinations shall involve External Examiners who shall be invited and participate in examination marking and overall assessment at the end of the academic unit. External moderators shall be experienced senior instructors from recognized higher learning institutions outside MJNUAT who are competent in Aquaculture or related fields. The moderators will serve for three years only and shall be obliged to make sure that all examinations are of the required standards. Moderation shall include evaluating the quality of semester course assessment tests and research project reports written by students. There shall also be a Board of Examiners at Departmental level that shall consider and recommend end of semester examination results for presentation at Faculty Examiners' Board. Quality Assurance and Promotion Bureau's task will be to set quality standards, monitor and evaluate whether performance is in line with the set standards.

#### **4.4 Condition for continuation and discontinuation**

Students' continuation and discontinuation from studies will be guided by the Regulations and Guidelines for Undergraduate Degrees of MJNUAT. Students will be allowed to proceed from one academic to another under the following conditions: Pass the examinations in all core courses and elective courses that make a minimum



of 120 credits. With regard to discontinuation, a candidate will be discontinued from studies on the following grounds:-Students failing to get a total of 80 credits and a GPA of 2.0.

#### 4.5 Weight of each component in the final assessment

The BSc. Aquaculture consists of coursework and final University examination. Examination grading system shall follow the Regulations and Guidelines for Undergraduate Degrees of MJNUAT whereby students' raw marks shall be taken into account when calculating GPA. The grading system and equations for computing GPA shall be as indicated in Table 1.

**Table 1: Grading system and computation of GPA**

Grade	Range of marks (%)	Equation	Grade points
A	75-100	$Y=0.02X+3$	4.4 - 5.0
B+	65 - 69.9	$Y=0.08X - 1.2$	4.0 - 4.39
B	60 - 64.9	$Y=0.2X - 9$	3.0 - 3.99
C	50 - 59.9	$Y=0.1X - 3$	2.0 - 2.99
D	40 - 49.9	$Y=0.1X - 3$	1.0 - 1.99
E	0 - 39.9	$Y=0.025X$	0.0 - 0.99

*Where Y = Grade point, and X = Raw marks (%)*

The total Weighted Grade Points (Grade points multiplied by the credit hours of the examined subject) of all subjects will be divided by the total credit hours to determine the GPA. The final degree classification based on GPA shall be as follows:

Class grade	Grade	GPA range
First Class	A	4.4 - 5.0
Upper Second Class	B+	3.5 - 4.39
Lower Second Class	B	2.7 - 3.49
Pass	C	2.0 - 2.69

## 5.0 CAREER OPPORTUNITIES FOR GRADUATES IN THE BACHELOR OF SCIENCE IN AQUACULTURE

Graduates of this programme can work as Fisheries/Aquaculture Extension Officers, Farm Managers for both government and private fish farms, fisheries tutors in training institutions and Fisheries/Aquaculture Research Officers or can employ themselves. Prospective employers include government/district councils, fisheries training institutions, research institutions, non-governmental organizations, private fish farms, and fish product processing factories.

## **SCHOOL OF AGRICULTURE STAFF LIST**

### *Lecturer and Acting Dean:*

Dr. Selly D. Msungu Dip Ed Chem and Bio (Kleruu), BSc. Agric General (SUA), MSc. Crop Science (SUA), PhD Sust. Agric (NM-AIST)

### **Department of Aquaculture and Fisheries:**

#### *Lecturer and Acting Head:*

Dr. Mang'era S. Mnyoro BSc. Aquaculture (SUA), MSc. Health of Aquaculture (SUA), Ph.D Aquaculture (SUA).

#### *Professors*

Lesakit L. Mellau BSc BVM (SUA), MVM (SUA and Copenhagen), Ph.D RVAU (Copenhagen)

#### *Lecturers*

Dr. Yusuph A. Kafula BSc. Fisheries and Aquaculture, MSc. Health aquatic Animals (SUA), Ph.D Biology (KU Leuven)

\*Dr. Abubakar S. Mgelwa BSc. Wildlife Mngt (SUA) MSc. Biology (Vrije Universiteit), MSc. Biology of Organisms and Ecology (Libre de Bruxelles), MSc. Tropical Biod and Ecosystems (Univ of Florence), PhD Sc Ecology (Fujian)

#### *Assistant Lecturers*

\*Mr. Hector V. Vedasto BSc. Aquaculture (SUA), MSc. Fisheries and Aquaculture (ZJOP)

\*Dr. Tumwesige M. Katto BSc BVM (SUA), MSc CAP (SUA)

\*Dr. Yohana. S Anatory BSc.BVM (SUA) MSc. Applied Microb. (SUA)

\*Dr. Makoye M. Kanyema BSc BVM (SUA), MSc Public Health and Food Security (SUA)

Ms. Emma A. Komba BSc. Animal Sc, MSc. Tropical Animal Prod (SUA)

Tutorial assistants

Mr. Riziwan B. Mdagadzule BSc. Animal Sc. (SUA)

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**\* On Study Leave**

## **SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT) AND BUSINESS STUDIES**

The School of Information and Communication Technologies (ICT) and Business Studies provide the best possible environment for teaching, learning, research and public services in Agricultural Economics, Agribusiness, and Computer Science with a unique community of students and staff dedicated to bringing out the best in all its members.

The School of Information and Communication Technologies (ICT) and Business Studies comprises two departments, namely: Information and Communication Technology (ICT), and Business, Economics and Finance.

The School offers the following undergraduate programmes:

- (i) Bachelor of Science in Computer Science (BSc Comp. Sci.) (3 years)
- (ii) Bachelor of Science in Agricultural Economics and Agribusiness (3 yrs)

### **A. PROGRAMMES HOSTED BY THE DEPARTMENT OF BUSINESS, ECONOMICS AND FINANCE.**

#### **Bachelor of Science in Agricultural Economics and Agribusiness**

The aim of this programme is to produce graduates with knowledge and skills in agricultural economics and agribusiness to provide solution for problems in production and marketing of agricultural commodities.

#### **PROGRAMME DETAILS**

1.1 Proposed Programme Title: Bachelor of Science in Agricultural Economics and Agribusiness

1.2 Programme Cluster: Agriculture

1.3 Programme Sub-field: Agricultural Economics

1.4 UQF Level: Level 8

1.5 Duration: 3 Years

Table 2: Duration

<i>Years</i>	<i>No. of Semesters</i>	<i>Total Credits</i>
<b>3</b>	<b>6</b>	360

1.6 Program Status: Full Time

1.7 Mode of Delivery: Face to face

1.8 Location of the Delivery: Oswald Mang'ombe Campus, Butiama, Mara, Tanzania

Address: Mwalimu Julius K. Nyerere University of Agriculture and Technology, P. O. Box 976, Musoma (Butiama, HQ)

## 1.9 Proposed Intake Numbers:

Table 2: Proposed Intake

<i>Enrolment Year</i>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
<i>Number of Students</i>	50	100	150	200

### 1.10 Entry Requirements

The Admission regulations for undergraduate degrees as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of the Mwalimu Julius K. Nyerere University of Agriculture and Technology shall apply

### 1.11 Nature of Practical Project/Training of Fieldwork attached to the Programme

Research Project and Field Practical Training as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of the Mwalimu Julius K. Nyerere University of Agriculture and Technology shall apply.

### 1.12 Exit Levels Available with respect to UQF Description

There shall be one exit level for the BSc. Agricultural Economics and Agribusiness. Upon successful completion of the program as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of MJNUAT, the candidate will qualify for the award of Bachelor of Science degree in Agricultural Economics and Agribusiness of MJNUAT.

## 2 PROGRAMME MANAGEMENT

### 2.1 Entry Arrangement

The general regulations and guidelines for undergraduate and non-degree programmes of Mwalimu Nyerere University of Agriculture and Technology shall apply for eligibility for admission into the BSc. Agricultural Economics and Agribusiness program. It shall further follow the general procedures and requirements outlined in the Admission Requirements, Examination Regulations and Guidelines for undergraduate and non – degree programmes, as approved by University Senate, available on the MJNUAT website ([www.mjnuat.ac.tz](http://www.mjnuat.ac.tz))

### 2.2 Transfer and Progression

There shall be horizontal articulation option such that a candidate can transfer accumulated credits to and from recognized professional institutes offering similar courses to level similar to that of MJNUAT. Vertical articulation options include progression to Master of Science and similar engagement. Transfer and progression in the BSc. Agricultural Economics and Agribusiness programme shall follow the

guidelines as provided in the Tanzania Commission for Universities documents including:

- i) Universities Qualification Framework (UQF) of 2012 and Revised Curriculum Framework 2018
- ii) Credit Accumulation and Transfer General Guidelines, First Edition, 2012

### 2.3 Arrangement for Recognition of Prior Learning

As stipulated by general admission requirements in the “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non – Degree Programmes”, “candidates seeking admission through Recognition of Prior Learning (RPL) shall be required to have valid RPL certificate obtained after passing RPL examination relevant to the degree programme being applied for as recommended by senate.”

### 2.4 Learning Assumed to be in Place

It is assumed that any candidate who has met the entry requirements as stipulated in the “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non – Degree Programmes”, will have acquired knowledge needed to undertake the training.

### 2.5 Transfer Arrangements

Transfer arrangements are acceptable and shall be implemented in accordance with TCU Guidelines

### 2.6 Normal Learning Matrix and Course Matrix

#### Semester 1, Year 1

#### Courses and their units/credit hours in Semester 1

<i>Course code</i>	<i>Module Title</i>	<i>Core or Elective</i>	<i>Lecture Hrs</i>	<i>Tutorial/Seminar Hrs</i>	<i>Assignment Hrs</i>	<i>Independent study Hrs</i>	<i>Practical Hrs</i>	<i>Total Hrs</i>	<i>Credits</i>
AEA 101	Introduction to Agricultural Economics and Development	Core	30	15	15	15	0	75	7.5
AEA 103	Introduction to Micro and Macro Economics	Core	30	15	15	15	0	75	7.5
BMAF 100	Principles of Accounting	Core	30	15	15	15	0	75	7.5

AEA 102	Basic Mathematics	Core	45	15	15	15	0	90	9
AS 101	Introduction to Animal Production and Health	Core	15	15	15	15	30	90	9
CIT 100	Computer Applications	Core	15	15	15	0	30	75	7.5
	<b>Sub Total</b>		<b>165</b>	<b>95</b>	<b>90</b>	<b>75</b>	<b>60</b>	<b>480</b>	<b>48.5</b>
**SC 100	Communication Skills I	Elective	30	15	15	15	0		0
DS 100	Principles, Theories and Contemporary Issues in Development	Elective	45	15	15	0	15	90	9
EE 101	Introductory Sociology	Elective	45	15	15	15	0	90	9
	<b>Sub Total</b>		<b>120</b>	<b>45</b>	<b>45</b>	<b>30</b>	<b>15</b>	<b>255</b>	<b>25.5</b>
<b>Total for semester 1</b>			<b>285</b>	<b>140</b>	<b>135</b>	<b>105</b>	<b>75</b>	<b>740</b>	<b>74</b>

**\*\*This course must be passed but does not contribute to GPA**

**Semester 2, Year 1**

**Courses and their units/credit hours in Semester 2**

<i>Course code</i>	<i>Module title</i>	<i>Core or Elective</i>	<i>Lecture Hrs</i>	<i>Tutorial/Seminar Hrs</i>	<i>Assignment Hrs</i>	<i>Independent study Hrs</i>	<i>Practical Hrs</i>	<i>Total Hrs</i>	<i>Credits</i>
AEA 105	Mathematics for Economists	Core	30	15	15	15	0	75	7.5
AEA 106	Agribusiness Management	Core	30	15	15	15	0	75	7.5
AEA 107	Statistics for Economists	Core	30	15	15	15	0	75	7.5
BMAF	Theory of	Core	15	15	15	15	0	45	4.5

102	Financial Markets and Institutions								
HT 101	Principles and Practices of Horticulture	Core	30	15	15	15	30	105	10.5
SC 101	Communication Skills II	Core	30	15	15	15	0	75	7.5
	<b>Sub Total</b>		<b>165</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>30</b>	<b>465</b>	<b>46.5</b>
EE 103	Introductory Anthropology	Elective	15	15	15	15	0	60	6
EE 104	Introduction to Agricultural Extension	Elective	30	15	15	15	15	90	9
	<b>Sub Total</b>		<b>45</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>15</b>	<b>150</b>	<b>15</b>
	<b>Total for semester 2</b>		<b>210</b>	<b>120</b>	<b>120</b>	<b>120</b>	<b>45</b>	<b>615</b>	<b>61.5</b>

### Semester 3, Year 2

#### Courses and their units/credit hours in Semester 3

<i>Course code</i>	<i>Module title</i>	<i>Core or Elective</i>	<i>Lecture Hrs</i>	<i>Tutorial/Seminar Hrs</i>	<i>Assignment Hrs</i>	<i>Independent study Hrs</i>	<i>Practical Hrs</i>	<i>Total Hrs</i>	<i>Credits</i>
AEA 200	Agribusiness Supply Chain Management	Core	30	15	15	15	0	75	7.5
AEA 201	Microeconomics	Core	30	15	15	15	0	75	7.5
AEA 202	Agricultural Marketing Management	Core	30	15	15	15	0	75	7.5
AEA 208	Farming and Livestock Production Systems	Core	15	15	15	15	15	75	7.5



AEA 210	Entrepreneurship and Agribusiness Development	Core	15	15	15	15	15	75	7.5
BMEI 201	Principles and Practice of Business Laws	Core	45	15	15	15	0	90	9
	<b>Sub Total</b>		<b>165</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>30</b>	<b>465</b>	<b>46.5</b>
**SC 100	Communication Skills I	Elective	30	15	15	15	0		0
AS 204	Livestock Policies, Legislations and Animal Welfare	Elective	30	15	15	15	0	75	7.5
SS 201	Fundamentals of Soil Science	Elective	45	15	15	15	15	105	10.5
AEA 212	Business Communication	Elective	30	15	15	15	0	75	7.5
EE 202	Extension Methods	Elective	30	15	15	15	0	75	7.5
RD 201	Introduction to Gender and Development	Elective	15	15	15	15	0	60	6
	<b>Sub Total</b>		<b>180</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>15</b>	<b>465</b>	<b>46.5</b>
	<b>Total for semester 3</b>		<b>345</b>	<b>180</b>	<b>180</b>	<b>180</b>	<b>45</b>	<b>930</b>	<b>93</b>

**\*\*This course must be passed but does not contribute to GPA**

#### **Semester 4, Year 2**

#### **Courses and their units/credit hours in Semester 4**

<i>Course code</i>	<i>Module title</i>	<i>Core or Elective</i>	<i>Lecture Hrs</i>	<i>Tutorial/ Seminar Hrs</i>	<i>Assignment Hrs</i>	<i>Independent study Hrs</i>	<i>Practical Hrs</i>	<i>Total Hrs</i>	<i>Credits</i>
AEA 204	Quantitative Methods in Agribusiness Management	Core	30	0	15	15	15	75	7.5
AEA	Crops and	Core	45	15	15	15	0	90	9

205	Livestock Production Economics								
AEA 206	Macroeconomics	Core	30	15	15	15	0	75	7.5
AEA 207	Agricultural Price Analysis	Core	30	15	15	15	0	75	7.5
AEA 211	Social Research Methods	Core	30	15	15	15	15	90	9
CS 204	Principles of Agronomy	Core	30	15	15	15	15	90	9
	<b>Sub Total</b>		<b>195</b>	<b>75</b>	<b>90</b>	<b>90</b>	<b>45</b>	<b>495</b>	<b>49.5</b>
CS 205	Annual Crops	Elective	30	15	15	15	15	90	9
EE 206	Programme Planning and Evaluation	Elective	30	15	15	15	0	75	7.5
EE 207	Agricultural Administration and Management	Elective	30	15	15	15	0	75	7.5
HN 207	Food and Nutrition Security	Elective	30	15	15	15	0	75	7.5
HT 202	Vegetable Crops	Elective	15	15	15	15	30	90	9
	<b>Sub Total</b>		<b>135</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>45</b>	<b>405</b>	<b>40.5</b>
	<b>Total for semester 4</b>		<b>330</b>	<b>150</b>	<b>165</b>	<b>165</b>	<b>90</b>	<b>900</b>	<b>90</b>

### Semester 5 Year 3

#### Courses and their units/credit hours in Semester 5

<i>Course code</i>	<i>Module title</i>	<i>Core or Elective</i>	<i>Lecture Hrs</i>	<i>Tutorial/ Seminar Hrs</i>	<i>Assignment Hrs</i>	<i>Independent study Hrs</i>	<i>Practical Hrs</i>	<i>Total Hrs</i>	<i>Credits</i>
AEA 300	Research Project I: Economic survey	Core	15	30	15	60	0	120	12

	Methods & Research Proposal Development								
AEA 303	Agricultural Finance, Credit and Risk Management	Core	30	15	15	15	0	75	7.5
AEA 305	Farm Management	Core	30	15	15	15	0	75	7.5
AEA 308	Economic Development and Planning	Core	30	15	15	15	0	75	7.5
AEA 309	Econometrics	Core	30	15	15	15	15	75	7.5
AEA 311	Agribusiness Skills	Core	15	15	15	15	15	75	7.5
	<b>Sub Total</b>		<b>150</b>	<b>105</b>	<b>90</b>	<b>135</b>	<b>30</b>	<b>510</b>	<b>51</b>
AEA 304	Business Strategy	Elective	30	15	15	15	0	75	7.5
AEA 314	Electronic Commerce	Elective	30	15	15	15	0	77	7.5
CIT 300	Information and Communication Management	Elective	30	15	15	15	30	105	10.5
**SC 100	Communication Skills I	Elective	30	15	15	15	0		0
	<b>Sub Total</b>		<b>120</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>30</b>	<b>330</b>	<b>33</b>
	<b>Total for semester 5</b>		<b>270</b>	<b>165</b>	<b>150</b>	<b>195</b>	<b>60</b>	<b>840</b>	<b>84</b>

**\*\*This course must be passed but does not contribute to GPA**

### **Semester 6 Year 3**

#### **Courses and their units/credit hours in Semester 1**

<i>Course code</i>	<i>Module title</i>	<i>Core or Elective</i>	<i>Lecture Hrs</i>	<i>Tutorial/Seminar Hrs</i>	<i>Assignment Hrs</i>	<i>Independent study Hrs</i>	<i>Practical Hrs</i>	<i>Total Hrs</i>	<i>Credits</i>
BMEI 301	Human Resource Management	Core	30	15	15	15	0	75	7.5

FRE 307	Natural Resources and Environmental Economics	Core	30	15	15	15	0	75	7.5
AEA 301	Agribusiness Project Appraisal and Evaluation	Core	30	15	15	15	0	75	7.5
AEA 310	Agricultural Policy Analysis	Core	30	15	15	15	15	90	9
AEA 312	International Agricultural Trade	Core	30	15	15	15	0	75	7.5
AEA 315	Research Project II: The Science of Data Analytics and Research Report Writing	Core	0	15	0	105	0	120	12
	<b>Sub Total</b>		<b>150</b>	<b>90</b>	<b>75</b>	<b>180</b>	<b>15</b>	<b>510</b>	<b>51</b>
AEA 313	New Institutional Economics	Elective	30	15	15	15	0	75	7.5
AQ 310	Principles and Practice of Aquaculture	Elective	30	15	15	15	15	90	9
CS 303	Perennial Crops	Elective	15	15	15	15	30	90	90
EE 305	Community Development	Elective	15	15	15	15	0	60	6
EE 307	Sociology of Development	Elective	15	15	15	15	0	60	6
	<b>Sub Total</b>		<b>105</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>45</b>	<b>375</b>	<b>37.5</b>
	<b>Total for semester 6</b>		<b>255</b>	<b>165</b>	<b>150</b>	<b>255</b>	<b>60</b>	<b>885</b>	<b>88.5</b>

## 2.7 Programme Evaluation Procedures

General guidelines on examination moderation, practical assessment, weights of components in the final assessment and continuation and discontinuation of students

pursuing BSc Agricultural Economics and Agribusiness shall follow all rules and regulations as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of the Mwalimu Julius K. Nyerere University of Agriculture and Technology.

### **3 ASSESSMENT DETAILS**

#### **3.1 Programme Assessment Strategy**

Assessment strategies for individual course modules are indicated in the description of the modules. However, general guidelines on examination moderation, practical assessment, weights of components in the final assessment and continuation and discontinuation of students pursuing the BSc. Agricultural Economics and Agribusiness shall follow all rules and regulations as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of the Mwalimu Julius K. Nyerere University of Agriculture and Technology

#### **3.2 Examination General Format & Examination Regulations**

The General University Examination Regulations and Guidelines for Undergraduate Degree Programs shall apply as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes”, on maintaining and ensuring that all programmes adhere to acceptable standards at the levels of both internal and external moderation. The pass mark shall be 50% for practical and theory, separately. There shall be no compensation of marks scored in one paper for another paper

#### **3.3 Examination Moderations, Practical and Dissertation/ Thesis Assessment**

As stipulated in the General University Examination Regulations and Guidelines for Undergraduate Programmes, there shall be Departmental/Institute/Center Examination Moderation Committees responsible for moderating end of semester examinations. Moderation of examinations shall also involve External Examiners who shall be invited to examination marking and overall assessment at the end of the academic unit. Moderation shall include evaluating the quality of semester course assessment tests, copies of which shall have been deposited at the office of the Head/Director of Department/Institute//Directorate/Centre hosting the degree or non-degree programme for easy availability to moderation committee and the external examiner There shall be a Board of Examiners at Departmental level that shall consider and recommend results for presentation at Faculty/Institute/Directorate/Centre Board of Examiners meeting.

#### **3.4 Condition for Continuation and Discontinuation**

Conditions for continuation and discontinuation of students pursuing the BSc. Agricultural Economics and Agribusiness shall follow all rules and regulations as stipulated in “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of the Mwalimu Julius K. Nyerere

University of Agriculture and Technology. Some grounds that leads to discontinuation from studies include; having failed to meet the minimum requirements for continuing with studies, missing to attend all sessions of Field Practical Training (FPT), absents oneself from an end of semester examination including probation examination(s) without compelling reasons, failing to get a total of 16 credits and a GPA of 2.0, and examination irregularities at Mwalimu Julius K. Nyerere University of Agriculture and Technology.

### **3.5 Weight of Each Component in the Final Assessment of the Programme**

The pass mark shall be 50% for practical and theory, separately. There shall be no compensation of marks scored in one paper for another paper. Assessment criteria for various components of examinations as stipulated in the “Admission Requirements, Examination Regulations and Guidelines for Undergraduate and Non-Degree Programmes” of the Mwalimu Julius K. Nyerere University of Agriculture and Technology shall apply.

## **4 CAREER OPPORTUNITIES FOR GRADUATES IN THE BACHELOR OF SCIENCE IN AGRICULTURAL ECONOMICS AND AGRIBUSINESS**

The graduates of this programme are experts to enhance profitability of agriculture and affordability of agricultural commodities in contemporary agribusiness along the value chain. They are made to develop an attitude towards self-employment in agriculture and agribusiness value chains. Prospective employers include the Research Institutions, Government, Private Sector, NGOs and Self-employment in agriculture related investments, banking and enterprises.

## **B. PROGRAMMES HOSTED BY THE DEPARTMENT OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT).**

### **Regulations Governing the Award of a First Degree**

The School of Information and Communication Technologies (ICT) and Business Studies operates a semester system of studies. The school offers 3-year degree programmes. Each of its disciplines offers a variety of courses, including core courses, which are compulsory to students majoring in the subjects and Elective courses. Each course is given a credit weighting according to the time devoted to it on the timetable. One (1) credit is equivalent to ten (10) contact hours. Fifteen two-hour lectures or 15 lectures and 15 one-hour practical classes constitute eight (8) credits. Thus, for example, a course consisting of 15 two-hour lectures and 15 one-hour practical classes is an eight-credit course. Seminars and discussion groups are not counted in the weighting unless they make up more than one third of the total teaching hours in a course.

#### **A. General Degree Regulations**

The general University Examination Regulations shall apply in all programmes.

#### **B. School Examination Regulations**

The following regulations are in addition to the General University Examination Regulations. The regulations shall apply to all programmes offered at the school, and where necessary, will be specified based on the duration of the programme (i.e. 3-year)

1. All students must pass all core courses in their study programmes.
2. Each student shall register for courses totaling at least 120 credits and at most 144 credits per academic year.
3. In addition to core courses required for his/her major subjects and Development Studies, a student may choose as an elective any course for which he/she can meet the prerequisite/co-requisite requirements and which is compatible with the teaching timetable (subject to regulation No. 4).
4. At the end of the academic year every student shall, in consultation with his/her Academic Advisor, map out his/her course programme for the next year. A course programme shall be subject to approval by the Head of the Department in which the student intends to major and by the dean of the school. The Coordinator's approval shall constitute formal enrolment for all the courses listed in the programme. For first year students, mapping of the course programme will be done during the orientation week.
5. No student will be permitted to commence or withdraw from any course more than four weeks after the beginning of the semester except where his/her enrolment in the unit ceases.

6. Students may be admitted to the school of Information and Communication Technologies and business studies as transfer students (advanced standing status) provided that their previous work was done at an institution recognized by the MJNUAT. Such students must also provide a detailed syllabus of the courses done and transcript of the grades obtained.
7. The maximum transferable load shall be 120 credits (approximately one year's work). The degree classification of a transfer student shall be based on the best 360 credits, both from MJNUAT and the transferred credits.
8. Student performance shall be assessed continuously throughout the course. Except in the project, such coursework assessment shall include at least one test per semester and may also consist of Laboratory reports and any other similar means approved by the ICT Academic Committee. The weight of such Coursework Assessment for every course shall be 0.4. The weight for a University Examination in every course shall be 0.6; except that where a course is not subject to University Examination, Coursework Assessment shall have a weight of 1.0 in that semester.
9. It shall be the duty of the Head of Department concerned to inform the students at the beginning of the semester of the procedure of assessment in each course that shall be followed in that semester.
10. Each course will be offered and assessed in the same semester and a grade awarded. External examination and determination of pass or fail status, however, shall be done at the end of the academic year (i.e. at the end of the second teaching semester in each academic year).
11. Candidates are required to obtain a minimum overall GPA for the Academic Audit Unit (academic year) before they can directly proceed to the following year of study. The pass grade in each of the course taken shall be "C".
12. Supplementary examinations for the failed courses examined during the previous two semesters will be held once each year prior to the commencement of the academic year. The highest grade awarded shall be the minimum passing grade (i.e. "C").
13. A candidate who fails in a course that is assessed by coursework assessment only, shall sit for a written supplementary coursework assessment examination. Such examination shall take place at the time of the University Supplementary Examinations. All other rules and regulations governing supplementary examinations shall apply.
14. A student shall not repeat (carry over) any failed elective course, except in certain circumstances, normally when those credits are needed to comply with minimum requirements for degree award as spelt out in ICT Examination Regulation 20.
15. Assessment of courses that are offered by other Schools shall be governed by the regulations of the respective Schools.
16. A special examination in a course to be regarded as constituting a first sitting shall be given to a student who, for satisfactory reasons, was allowed by the



Dean not to take regular examination. Normally, special examinations will be given at the time of supplementary examinations.

17. A student who is required to sit for a special examination shall be assigned a “PEX” (Postponed Exam) grade and one who, for satisfactory reasons, has not completed his/her coursework shall be assigned an “I” (Incomplete) grade.
18. A student who has a “PEX” or “I” grade in a course during any academic year is required to clear the course examination during the time of special examinations for that academic year. Except with the approval of the respective College Board, a student who will not clear any “PEX” or “I” grade at the time of special examinations will be considered to have absconded studies and hence discontinued.
19. No student will be enrolled in a course for which he/she has not fulfilled the prerequisites. A course for which a “D” grade or lower is obtained shall not be counted as fulfilling a prerequisite for any course unless it is a course in the same series taken during the same semester.
20. To complete a degree programme at ICT, a full-time student must have passed a minimum number of credits, including all prescribed core courses as shall be prescribed by the respective Heads of Departments prior to the commencement of each semester. In this regard, students are required to register for and pass a minimum of 360 credits for a three-year programme as prescribed in the curriculum for any of the degree programmes offered by ICT.
21. A student who has qualified to continue with his/her studies in terms of the minimum overall GPA for the Academic Audit Unit, but failed in some courses, will be allowed to sit for supplementary examination for all failed courses. A candidate who fails to attain an overall GPA of 1.8 at the end of the academic year shall be discontinued forthwith. A candidate who attains an overall GPA of 1.8 or above at the end of the academic year shall be allowed to supplement all courses he/she failed. The highest grade awarded for a supplemented course shall be the minimum passing grade (i.e. “C”).
22. If after taking supplementary examinations a student fails to obtain a “C” grade in a core course, or fails to clear all Supplementary Examinations but has an overall GPA of 2.0 in courses examined or otherwise assessed in semesters 1 and 2 of the academic year, may be allowed to repeat (carry over) the failed courses within the maximum period of registration.
23. If after taking supplementary examinations, a student fails to obtain an overall GPA of at least 2.0, she/he shall be discontinued from study in the University.
24. All carry-over courses must be cleared within the allowable maximum period of registration; otherwise, the student will be discontinued from studies
25. The maximum time for which a student may remain registered is 5 years for a 3-year programme. Any student who is required to repeat/complete certain courses in order to qualify for the award of a degree shall be deemed to have

- failed the programme at the end of the maximum period if any of such courses have not been passed.
26. To be allowed to carry over a course in which an examination is part of the assessment, a student must first sit for supplementary examination in that course.
  27. Final Year Projects will be assessed and the results will contribute to the final year GPA, as well as final GPA for degree classification.
  28. Assessment of the Final Year Projects shall be based on a written Project Report and Oral Presentation of the Project work. Students shall submit error free copies of the Final Project Reports.
  29. The weight of Projects will be determined as for any other course, based on the number of contact hours.
  30. A candidate who fails in the Final Project shall be allowed to take a corresponding Supplementary Project. The time allocated for a Supplementary Project shall be 12 weeks after the release of the results.
  31. A candidate who fails to clear a Supplementary Project shall repeat the project in the first semester of the subsequent year.
  32. The final grades of all courses taken by a student shall be entered in the transcript.

#### **Regulations on Practical Training in Industry (PT)**

The school of Information and Communication Technologies and business runs a practical training programme in which students engage in practical activities related to their fields of study. Normally these activities are held in various industries and institutions outside the University. The PT programme seeks to:

- (i) Expose students to the various research and/or production activities being carried out in different parts of the country;
- (ii) Enable students to apply their knowledge in practice;
- (iii) Ensure that, on leaving the University, graduates have acquired some appropriate work experience;
- (iv) Establish and maintain contact between prospective employers and the University in order to ensure that students are given the appropriate skills and knowledge for the jobs they are likely to be called upon to perform after graduation; and
- (v) Enable prospective employers and employees to become acquainted with one another in a working environment.

#### **The following regulations shall apply for Practical Training:**

1. For each degree programme, there shall be two PT sessions each of 8 weeks duration. The PT shall be conducted after the end of the first and second academic year for the 3-year programme.
2. Each PT shall be treated as a course of the succeeding academic year.

3. Each PT shall be assessed and the grade obtained shall count towards the final degree award. The total weight of the PTs will be determined as for any other course, based on the number of contact hours. Each PT will contribute 8 credits. A student who, for good reasons, could not complete PT to satisfy the respective College Board will be assigned an “I” grade for that PT and will be required to complete that particular part of the training within a certain period as will be specified by the College Board.
4. A student who could not complete PT for reasons other than those stipulated in 4 above, will be considered to have absconded the PT, and shall be discontinued.
5. Practical Training reports will be handed in for assessment before the end of the second week of the first semester.
6. Internal assessment shall be completed before the end of the first semester.
7. A student who fails in a PT shall supplement the PT before starting the next one, provided that his/her GPA in that major subject is 1.8 or higher.
8. A student who fails in a supplementary PT and has a GPA of less than 2.0 shall be discontinued forthwith.
9. Students who do not go to places allocated to them for PT without satisfactory reasons will be deemed to have absconded from their PT and will, as a result, be discontinued from their studies.
10. Students who go to the allocated PT places but refuse to follow the training programme will be deemed to have absconded and consequently shall be discontinued from studies.
11. PT assessment will be based on the following items:

Employers Assessment	10%
Logbook	20%
Final Report	60%
Supervisor’s Report	10%
<b>TOTAL</b>	<b>100%</b>

- (a) Assessment by the Employer shall include the following:
  - (i) Skills obtained by the student
  - (ii) Attitude towards work
  - (iii) Personal initiatives and independence
  - (iv) Reliability in carrying out duties
  - (v) Punctuality to work

The Employer, using an assessment form shall grade the items listed below using the following weighting:

<i>A = Excellent,</i>	<i>C = Good,</i>	
<i>B = Very Good,</i>	<i>D = Fair,</i>	<i>and E = Poor.</i>

(b) Assessment of Logbooks:

It is proposed that the logbooks should contain description of activities and tasks assigned to students, output from such activities and remarks by the employer. The employer shall sign the document on a weekly basis. The logbook shall be submitted to the University supervisor together with the final report. The grading of the logbook shall be marked out of 20% based on the following:

- (i) Clear description of activities 10%
- (ii) Description of outputs 10%

(c) Assessment of the Final PT Report:

Grading of the report shall take into consideration the following distribution of marks.

- (i) Description and analysis of tasks given 10%
- (ii) Problem identification and scientific methods used 15%
- (iii) Presentation of results and data 20%
- (iv) Correctness of information (graphs, maps, drawings, etc.) 10%
- (v) Summary and conclusions 05%

**DEPARTMENT OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)**

**Bachelor of Science in Computer Science**

(i) Direct Entry (Form VI) Qualifications

Two principal level passes at A-Level in Physics and Mathematics

(ii) Equivalent Qualification

An appropriate equivalent Diploma with a GPA not less than 3.5 or an average grade of 'B+' or higher.

Code	Course Title	Credit	Semester	Status
First Year				
CL 111	Communication Skills for Engineers	12	1	Core
DS 112	Development Perspectives I	12	1	Core
MT 100	Foundations of Analysis	12	1	Core
CS 151	Computer Organization and Architecture I	12	1	Core
CS 174	Programming in C	12	1	Core

IS 162	Introduction to Information Systems	8	1	Core
IS 158	Computer Hardware and System Maintenance	8	2	Core
CS 173	Business Computer Communication	8	2	Core
IS 143	Discrete Structures	12	2	Core
IS 171	Introduction to Computer Networks	8	2	Core
CS 175	Programming in Java	12	2	Core
IS 181	Web Programming	12	2	Core
DS 113	Development Perspectives II	12	2	Core
Second Year: Minimum Elective Credits per Semester is 8				
CS 243	Computer Network Design and Administration	12	1	Core
IS 243	Practical Training I	8	1	Core
IS 238	Mobile Application Development	12	1	Core
IS 274	Object Oriented Analysis and Design	8	2	Core
IS 237	Data Abstraction and Algorithms	12	1	Core
IS 264	Principles of Database Systems	12	1	Core
IS246	Principles of Computer Graphics	8	1	Core
IS 247	Game Theory and Applications	8	1	Elective
IS 248	Multimedia Systems	8	1	Elective
CS 252	Computer Organization and Architecture II	12	2	Core
MT 249	Mathematical Logic and Formal Semantics	12	2	Core
IS 236	Structured Systems Analysis and Design	8	1	Core
CS 234	Object Oriented Programming in Java	12	2	Core
IS 239	Algorithms and Complexity	8	2	Core
IS 283	Web Services and Technologies	12	2	Elective
IS 265	Introduction to GIS	8	2	Elective
MT 278	Linear Programming	8	2	Elective

Third Year (Double Major)				
IS 344	Human Computer Interaction	12	1	Core
IS 343	Practical Training II	8	1	Core
IS 367	Management of Information Systems	8	1	Core
IS 371	Systems Administration in Linux	12	1	Core
CS 334	Principles of Operating Systems	12	1	Core
CS 335	Software Engineering	12	1	Core
CS 336	Trends and Social-Cultural Implications of Information Technology	8	1	Elective
IE 445	Entrepreneurship for Engineers	12	2	Core
IS 335	Final Year Project	16	2	Core
IS 336	Principles of Systems Security	8	2	Core
IS 337	Mobile Computing	8	2	Core
IS 365	Artificial Intelligence	8	2	Core
IS 345	Open Source, Innovation and Emerging Technologies	8	2	Elective
IS 368	Data Mining and Warehousing	8	2	Elective
IS 369	IT Audit and Controls	8	1	Elective

## **SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT) AND BUSINESS STUDIES STAFF LIST**

### *Acting Dean:*

Prof. Agnes G. Mwakaje BSc. Agric. (SUA), PGD Agric Econ. (Reading), MSc. Agric Econ. (Reading), Ph.D (London).

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### **SCHOOL OF EDUCATION AND HUMANITIES**

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#### **Department of Education:**

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*Assistant Librarian:*

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**\* On Study Leave**