



UNIVERSITY OF ARUSHA

A Chartered Institution of Higher Learning

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Offices are Closed on Saturdays, Sundays and Legal Holidays

EIGHTH EDITION

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Every effort has been made to ensure the accuracy of this Prospectus. Students are advised, however, that the Prospectus provisions do not constitute a contract between the student and the University.

The University reserves the right to revise within a calendar or academic year its policies and regulations which are printed in this Prospectus as long as such changes are communicated to the students by the University Administration.

Admission at the University of Arusha is a privilege and not a right. In this regard, the University of Arusha reserves the right to admit or deny admission to any student for any semester of study at the sole discretion of the University.

UNIVERSITY GOVERNANCE

UNIVERSITY COUNCIL MEMBERS

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- Executive Secretary, Southern Tanzania Union Mission (STUM) of SDA Church

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- Vice-Chancellor, University of Arusha

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- President, Gold Belt Field of SDA Church

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8. Dr. Onesto Ilomo

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- Ag. Deputy Vice-Chancellor, Planning, Administration & Finance, University of Arusha

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- Deputy Permanent Secretary, Ministry of Education, Science and Technology- Tanzania

12. Prof. Elifas T. Bisanda, Ph.D. – Member

- Vice-Chancellor, The Open University of Tanzania

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- Head of Veterinary Pathology Department, Sokoine University of Agriculture

14. Jim Yonazi, Ph.D. – Member

- Deputy Permanent Secretary, Ministry of Works, Transport, and Communication.

15. Samuel Oyortey

16. Adelaide Kasala- Member

- State Attorney, Arusha

17. CPA Esther Abayo

- Business Management Consultant

18. Mrs. Devotha M. Shimbi

- Education Director, Southern Tanzania Union Mission of SDA Church

19. Dr. Msafiri Allen

- Faculty & Staff Representative

20. Isaya Isaki Irigo

- UASO President - Member

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CHAPTER 1

GENERAL GUIDELINES AND INFORMATION

PREAMBLE

The University of Arusha (UoA) is an institution of higher learning operated under the Seventh-day Adventist philosophy (Wholistic Education) and policy to meet its mission locally and internationally. This chapter describes the University of Arusha's historical background, vision, mission, philosophy, objectives, and core values as contained in the University of Arusha Charter 2011.

HISTORICAL BACKGROUND

In 1970, the Tanzania Union Mission of the Seventh-day Adventist Church found it necessary to establish a ministerial training institution for its workers. This newly established Institution was located at Ikizu, 65 kilometers southeast of Musoma town. In 1975, the Tanzania Union Mission combined the Adventist School of Health Evangelism (ASHE) at Heri Hospital in Kigoma and the Ministerial Training Institutional Ikizu. This consolidated institution was then transferred to a new site at the Usa River, 24 kilometers from Arusha town, and was named Arusha Adventist Seminary (AAS).

In 1978, AAS was upgraded to a college status and named Tanzania Adventist Seminary and College (TASC). In 1992, the TASC was changed to Tanzania Adventist College (TAC) and the ministerial course was replaced by a two-year diploma program in theology.

In 1996, TAC was affiliated with Griggs University in the USA. Under this affiliation, TAC offered a BA in Theology and Religion. In 1998, the affiliation shifted from Griggs University to the University of Eastern Africa, Baraton (UEAB) in Kenya. Under this affiliation, TAC offered a BA in theology and religion, a BBA in accounting and management, and diploma courses in education and business. TAC was also accredited as a teachers' college under the then Ministry of Education and Culture (MEC). With MEC Registration Number S. 401, it offered a diploma in education, a diploma in secretarial science, and a certificate in secretarial science.

In early 2003, TAC began the process of transforming a University. In September 2003, it was granted a Letter of Interim Authority (LIA) by the then Higher Education Accreditation Council (HEAC) of Tanzania, now called the Tanzania Commission for Universities (TCU). With the LIA, TAC was authorized to carry the name University of Arusha.

In September 2004, HEAC granted the University of Arusha (UoA) a certificate of Provisional Registration No. 016. In the year 2006, the University of Arusha became fully licensed and accredited by Tanzania Commission for Universities as a graduate University. In 2009, the University of Arusha submitted the first four graduate programs to the TCU for accreditation in education and business.

The UoA Graduate School with its programs in Business and Education started in November 2010 in Arusha City. The School had the following concentration areas offered: (a) MA in Educational Management and (b) MA in Curriculum and Instruction. The Graduate School under the Faculty of Business offered three areas of concentration and these were as follows: (a) MBA in Finance and Accounting, (b) MBA in Strategic Marketing and Entrepreneurship, and (c) MBA in Strategic Human Resource. The UoA intends to revitalize all its previously accredited graduate programs.

VISION

To be a Christian University that exists for excellence in wholistic education, professional development, research, and consultancy services.

MISSION

To provide an accessible and affordable wholistic education that empowers individuals to continue learning while serving the church, the nation, and international communities

PHILOSOPHY

To meet the intellectual, physical, psychological, social, and spiritual needs of students so that their educational experience will prepare them for service to the glory of God and humanity here, as well as for a life of greater service in the hereafter.

OBJECTIVES

The objectives of the University of Arusha are as follows:

1. To assist in the formation of a noble Christian character by emphasizing the spiritual values of life.
2. To provide an environment conducive to consistent Christian living.
3. To develop habits of accuracy, discrimination, and sound judgment in thinking and acting.
4. To cultivate a sense of civic responsibility and loyal citizenship.
5. To give an intellectual and practical experience that will make each student resourceful, confident, and well-qualified to meet the realities of life.
6. To stimulate an appreciation of the best in books, in nature, in music, and social and recreational activities.
7. To help students to develop desirable personalities and to discover capabilities, aptitudes, and interests latent within themselves.
8. To provide opportunities for the development of physical nature through education and practice.

CORE VALUES

Six core beliefs are shared among the stakeholders of the University. These core beliefs (values) drive the University's culture and priorities toward achieving its mission. The six core values are:

Value	Description
<i>Integrity</i>	We are committed to ethical and responsible behavior in our actions and to developing the same commitment in our students, thus fostering individuals who will have the skills knowledge, and ability to engage positively with a diverse and changing world
<i>Innovation</i>	We believe that meaningful, productive change – solving problems – only comes by looking at challenges and opportunities from new angles and exercising our curiosity. We acknowledge the weaknesses within and create ethical, forward-thinking solutions to overcome them
<i>Team Spirit</i>	Working together to promote a spirit of cooperation, employing a participatory and consultative decision-making style among administrators, faculty, and students.
<i>Professionalism</i>	We maintain the highest level of professionalism and excellence in serving both internal and external customers.
<i>Market Orientation</i>	We listen, understand, and develop programs that respond appropriately to market needs and wants, with a focus on promoting customer satisfaction.
<i>Financial Sustainability</i>	UoA will develop and support its people, ensure the efficiency of its systems, and strengthen the funding and revenue generation programs.

GOVERNANCE

The University of Arusha is owned and operated by the Seventh-day Adventist Church. It is governed by a University Council whose chairman is the Executive Secretary of the SDA Church in the Northern Tanzania Union Conference. The Council does its work through the Administrative Board, chaired by the Vice-Chancellor, who is the Chief Executive Officer of the University.

ACCREDITATION

The University of Arusha is chartered by the government of the United Republic of Tanzania and is accredited by the following regulatory bodies:

1. Adventist Accrediting Association (AAA) of Seventh-day Adventist Schools, Colleges and Universities, 12501 Old Columbia Pike, Silver Spring, Maryland, 20904, USA.
2. Tanzania Commission for Universities (TCU), P.O. Box 6562, Dar es Salaam, Tanzania; Tel. No. (+255) 22 277 2657.
3. National Council for Technical Education (NACTE)

TERMS AND CONDITIONS

The University of Arusha rules and regulations are incorporated into any contract made with a student. All students are required, as a condition of registration, to abide by the University statutes, ordinances, regulations, and rules that are published by UoA.

Every effort has been made to ensure the accuracy of the information in this publication and the University will use all reasonable endeavors to deliver courses by the descriptions set out in this Bulletin. The University is largely dependent on charitable, public, and church funds, which it has to manage efficiently and effectively. In consideration of the availability of funding and the diverse range of courses offered to a large number of students, the University reserves the right to make variations to the contents or methods of delivery of courses, discontinue courses, and merge courses, if such action is reasonably considered to be necessary for the context of the University's wider purpose. If the University discontinues any course, it will use its reasonable endeavors to provide a suitable alternative.

UNIVERSITY POLICIES

Equal Opportunity Commitment

The University of Arusha maintains a policy of equal opportunity for all applicants regardless of sex, race, color, nationality, ethnic origin, denomination, age, and physical challenge in the administration of its education, admission policies, student life, and services. The University expects students to maintain a proper atmosphere for moral growth toward maturity as stated in the student handbook and to act as honest and responsible citizens. The University reserves the right to deny or terminate admission to any student who may not benefit from the total program of the University, or whose presence or conduct may be detrimental to the philosophy and programs of the University.

Student Responsibility

The responsibility for meeting graduation requirements before being conferred a degree, diploma, or certificate rests upon the student. Every student is expected to be aware of the various graduation requirements as published in the Bulletin. The Bulletin covers information relating to academic policies that are to be observed by students. The Bulletin is available at the DVC Academic Office and at the University website. Unique problems are referred to appropriate department heads, who are also academic advisors, to guide students in meeting graduation requirements.

Students graduate under the Bulletin in which they are enrolled and should maintain continuous enrollment in a program of study. If a student discontinues enrollment for one academic year, residency is broken and graduation requirements listed in the academic Bulletin of the year of re-entrance must be met.

Drug-Free Worksite Policy

The issue of non-prescription drug use and abuse continues to be a challenge in villages, towns, cities, and even in Universities. Therefore, the University of Arusha is committed to providing a learning environment conducive to wholistic human development. To achieve this goal, the University holds

that non-prescription drugs, alcohol, and tobacco-free lifestyle is essential and maintains a policy that the campus environment should be free from these substances.

The unlawful use, abuse, possession, distribution, dispensing, or manufacturing of controlled substances by the government is prohibited to students. The University also expects that any person employed by it, not to engage in the unlawful use or manufacture of controlled substances while associated with the University. The University presents a preventive educational program during chapel periods to develop an awareness of risks involved in the use or abuse of substances such as alcohol, tobacco, and non-prescription drugs and promote the benefits of a lifestyle free from these substances. The complete University Drug-Free Worksite Policy is available at the Office of the Deputy Vice-Chancellor – Academics.

Gender Harassment Policy

The University aims to provide a safe and secure environment for all its members. Therefore, any form of harassment is not tolerated especially within the campus premises. If any kind of harassment or abuse is experienced, students are duty-bound to contact and report the person engaging in harassment to the relevant authorities. A student may contact the Dean of Students, respective department heads or faculty Deans, and the Chaplain in case you experience or know of anyone who is a victim of harassment. The University of Arusha practices an equal opportunities policy, which should be used to put a stop to all forms of harassment or abuse. See the admission policy for more information. The University also provides a preventive educational program during assembly periods for students to develop an awareness of what constitutes gender harassment. The complete University's Gender Harassment Policy is available at the Office of the Deputy Vice-Chancellor – Academics.

HIV-AIDS Policy

The HIV-AIDS epidemic and pandemic is a global challenge and constitutes one of the most formidable challenges in the areas of gender, age, region, and race. HIV-AIDS is more than an individual morality or lack of it. It is more than knowing facts about HIV-AIDS and it is more than a health issue. The University of Arusha knows that it has a key role in both preventing and mitigating the effects of HIV-AIDS on the individual, the family, and society as a whole. Thus, the University implements a policy that broadly aims to guide in managing the spread of this pandemic among faculty, staff, and students. The University also does not discriminate against students, faculty, and staff who have contracted HIV-AIDS but provides guidance, understanding, with confidentiality. The complete University HIV-Aids Policy is available at the Office of the Deputy Vice-Chancellor - Academics.

SERVICES PROVIDED BY THE UNIVERSITY

Food Service

A vegetarian diet is served at the UoA Cafeteria. All students are allowed to take meals in the cafeteria or anywhere else. Students with recommended medical diets shall contact the cafeteria director for assistance. The price is reasonable.

Health Services

A campus resident doctor is in charge and is ready to assist in many health problems. All Students are required to register with the National Health Insurance Fund (NHIF)

Residence Halls

All residence hall students are charged for the cost of the room as per the University fee structure. A bed, closet, and study space are provided for each occupant. Beddings are the responsibility of the student. Students are expected to maintain cleanliness and orderliness in the room. Charges for repairs shall be made to the student's account when necessary. Day students shall not be permitted to use the facilities in the residence halls.

Students desiring to get accommodation should apply. Acceptance is based on first come first serve. All non-resident students are required to register their places of residence with the Dean of Students' Administration. Any change of residence must be communicated to the Dean of Students' Administration.

CHAPTER 2

ADMISSION AND FINANCIAL INFORMATION

ADMISSION INFORMATION

Eligible Applicant

Only those applicants who meet the academic requirements of the University, express willingness to comply with its policies and regulations, are considered for admission.

Application Procedure

- Apply Directly to UoA but wait for approval from TCU through their Central Admission System (CAS).

Where to Apply

- All applications should be addressed to:
Admissions Officer
University of Arusha
P.O. BOX 7, usa-River, Tanzania
Phone +255-744592702; +255-653540000
Email: admission@uoa.ac.tz
Website: www.uoa.ac.tz

Admission Regulations

Any application made will only be considered if the University receives satisfactory evidence that the candidate will be adequately financed during his or her course of study at the University.

If accepted, students are expected to conform entirely to the University regulations. The registration deadline for first-year students is two weeks from the first day of the orientation week. For continuing students, registration is one week according to the calendar of events.

Admission for Dismissed Students

Students discontinued from one Faculty program on academic grounds may be allowed to apply to another Faculty after a lapse of one academic year, provided that the sponsor approves. Students dismissed from studies because of examination irregularities may be considered for re-admission through the normal application procedures after three years.

Maximum Program Duration

The maximum number of years to complete the undergraduate program is five years. A candidate who fails to complete an undergraduate program within five years will be deregistered/discontinued from studies.

Postponement of Studies

A student, who for some reason, decides to postpone his/her studies, is required to write a letter to the Registrar indicating the reasons why he/she is postponing the studies. Special circumstances may include sickness, social problems, and sponsorship problems (Each case is to be considered on its merit) The student should fill the Withdrawal Permission Form available in the Registrar's office.

If a student is re-admitted before a lapse of three years, he/she may continue from where he/she left off.

GENERAL ENTRANCE (ADMISSION CRITERIA)

1. Applicant with form six (direct entry)

- (a) Completed A-Level studies before 2014 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).
- (b) Completed A-Level studies in 2014 and 2015 - Two principal passes (Two Cs) with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B+ = 4; B = 3; C= 2; D = 1).
- (c) Completed A –Level studies from 2016 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).

Note: -The Principal or Pass grade at (VI) does not include Religious studies, except for Bachelor of Theology and Bachelor of Arts in Religion.

2. For Equivalent entry

At least four O'-Level passes (Ds and above) or NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NECTA or VETA; AND

- i) At least a GPA of 3.0 for an Ordinary Diploma (NTA Level 6); **OR**
- ii) Average of C for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points); **OR**
- iii) Average of 'B' Grade for Diploma in Teacher Education; **OR**
- iv) A Distinction for unclassified diplomas and certificates. **OR**
- v) Upper Second Class for classified non-NTA diplomas.

3. **Holder of Foundation Program from The Open University of Tanzania (OUT)** with a GPA of 3.0 from 6 core subjects and at least a **C** grade from the three subjects in the respective cluster (Arts, Science, or Business Studies)

Documents Submitted for Admission

Transcripts of credits and all documents submitted by students seeking admission to the University become the property of the University of Arusha and are kept in students' permanent files. Certified copies are acceptable if the student wishes to keep the originals, but they **MUST** be presented at the time of registration, and at any other time as may be required by the Registrar or other officials of the University.

A complete application package consists of the following documents and should be submitted to the Registrar:

- a. Application Form.
- b. Original Bank Slip for Application Fee.
- c. Certified Copies of Academic Certificates.
- d. Releasing Letter from Formal Institution.
- e. Official Academic Record.
- f. Birth Certificate
- g. Filled Medical Clearance Form

Admission for Transferring Students

1. Qualifications

- a. The transferring candidate must have completed one year (2 semesters) from the releasing institution.
- b. Only related courses are transferrable.
- c. The previous academic record must not be more than three years old.
- d. No F and Incomplete grades can be transferred.
- e. The maximum transferrable credits are 2/3 of the total credits required for graduation.

2. Transfer Guidelines:

- a. Fill out an Application Form.
- b. Pay the Application Fee.
- c. Attach copies of the releasing letter and official academic records from the releasing institution.
- d. Upon receiving the student, UoA notifies TCU or other relevant authorities that the student has reported for studies.
- e. The student can be exempted from taking equivalent courses.

Admission of International Students

The University appreciates the value and benefit of having international students on its campus. However, international students must meet all admission requirements for the programs that they wish to enter. For Undergraduate Degree Programs – Apply Directly to UoA but wait for approval from TCU through their website (www.tcu.go.tz)

Admission of Returning Students

The University may grant more than one baccalaureate degree to a candidate. However, a student may qualify for only one degree at a time, and not more than one degree can be conferred on any student on a given day. When a student returns after graduation with one degree to complete another major or degree, he or she may graduate with that major or degree as follows:

1. All individuals seeking subsequent bachelor's degree(s) must apply and obtain approval from the Senate.
2. All requirements for subsequent bachelor's degrees being sought are met.
3. Credits earned in general education requirements may apply to subsequent bachelor's degree(s).
4. Electives earned in a previous bachelor's degree will not apply to subsequent bachelor's degree(s).
5. Students should pay and register for the general course before the credits are applied to the new degree.

REGISTRATION REQUIREMENTS

- (a) Students are expected to register during the time specified in the academic calendar.
- (b) Registration is not official until all procedures specified are completed and the registration transactions have been accepted and approved by the Registrar.
- (c) No student shall be allowed to register after the closure of the registration period. Students are strongly warned to observe this requirement.
- (d) Students shall attend only those classes for which they are registered. It is illegal to attend a class for which registration has not been done.
- (e) A student who is found to be attending or to have attended classes without registration shall be discontinued.
- (f) A student who submits a falsified bank pay-in-slip for registration shall be discontinued.

Students are expected to do online registration using the OSIM system. New students are given a brief training session and instructional materials on how to register using the OSIM.

- Students are assigned a unique username and temporary password (which should be changed) to log in to the system.

- Students then choose the courses they need to take and forward the transaction to their advisor, the Dean of Students, the finance department, and the Registrar for approval.
- Students should check their transactions periodically for feedback as the officers concerned with registration usually need the input of the students to successfully process the registration.
- Students are also expected to consult with their respective academic advisors for proper academic guidance on what classes to take during the registration period and their stay at the University.
- Upon successful completion of registration, the OSIM system will indicate “Registration Completed”
- During orientation, all new students must carefully read the following basic information and then fill in the spaces provided to show their commitment to abide by all university principles, rules, regulations, philosophy, and mission. (See Appendix 5 – Student Commitment Form)

Names in Academic Documents

The UoA will adopt the order of names as they appear in the Ordinary Level certificate of the student. No change of names by students is allowed during study at the University. However, should a change be necessary, the student should follow the laws of the land.

Checking of Certificates

The UoA has the right to verify all academic certificates at any time. Anyone found using academic certificates that are not authentic shall have his/her admission and registration revoked.

Course Loads

The minimum load for Undergraduate degree programs is 60 credits for a 15-week semester. Exceptions require permission from the faculty/school Dean.

School Year	Credits per Semester	Number of Semesters	Total per Year
First	60	02	120
Second	60	02	120
Third	60	02	120
Total Semester Credits			360*

***Minimum Credits Hours**

Up to 60-69 credits during the normal semester, Credits for fieldwork are registered during the end of the second semester.

Inter-Departmental Transfers for All University Students

Students who wish to transfer to another department are allowed to do so in their first year of study and should fulfill the following conditions/procedures:

1. Obtain an inter-department transfer application form from the department secretary and complete it accordingly.
2. Meet the new department's entrance requirements.
3. Consult with the chairperson of the new department to ensure that all prerequisite courses are met.
4. If conditions two and three are met, obtain the signatures of the Department Head and Dean of the faculty/school he or she is transferring to and the chairperson of the department he or she is transferring from.
5. Return the form(s) to the Registrar for processing.

6. The Registrar issues the letter of transfer to the student and consequently notifies the Senate about the transfer.

FINANCIAL INFORMATION

Application Fee

When submitting application forms and other required documents, a non-refundable application fee of Tshs.10,000.00 for undergraduate programs and Tshs.50, 000 for graduate programs is required of each applicant who is an East African Citizen. For international students, the application fee is US\$25. These figures are subject to change at any time. Pay your application fee in the bank, and then attach the original bank slip to your application. Our account numbers are **014103004358 NBC Arusha Branch or 01J1098742000 CRDB USA RIVER Branch. (Forex Account: NBC – 014105007600, Arusha Branch).**

Financial Aid

Currently, the University does not provide financial assistance to needy students. However, a work program may be provided to enable students to work part-time. Earnings from this part-time employment are credited to the student account while developing technical skills and good working relationships. Students may work between 10 – 20 hours per week in various departments of the University. The University is planning to set up an endowment fund to assist worthy and needy students who qualify for the University programs.

FEE STRUCTURE FOR ACADEMIC YEAR 2023/ 2024

NON-MEDICAL PROGRAMMES

ITEM OF FEE	FIRST SEMESTER	SECOND SEMESTER	TOTAL TZS	TOTAL USD
Compulsory				
Tuition fee for undergraduate programs	747,500.00	747,500.00	1,495,000.00	1,000.00
Tuition fees for Diploma programs	400,000.00	400,000.00	800,000.00	500.00
Tuition fee for Certificate programs	350,000.00	350,000.00	700,000.00	400.00
Non-Tuition fees Compulsory				
Registration	30,000.00	30,000.00	60,000.00	60.00
Examination	30,000.00	30,000.00	60,000.00	60.00
Identity card	20,000.00	00.00	20,000.00	20.00
Student Association	10,000.00	10,000.00	20,000.00	20.00
TCU Quality Assurance	20,000.00	00.00	20,000.00	20.00
Caution (Non Refundable)- For First Year Student	20,000.00	00.00	20,000.00	20.00
Computer Lab.& ICT Facilitation Fee	25,000.00	25,000.00	50,000.00	50.00
Library Fee	10,000.00	10,000.00	20,000.00	20.00
Development Fee for New Students	20,000.00	00.00	20,000.00	20.00
Deposits International (EA)-USD*Once and non-refundable	00.00	00.00	00.00	250.00
Deposits International (Non-EA)-USD*Once and non-refundable	00.00	00.00	00.00	500.00
Medical Insurance (NHIF)	50,400.00	00.00	50,400.00	50.00
Sub-Total	235,400.00	105,000.00	340,400.00	1,840.00
Field Practical/Teaching practice <i>Paid each year for Theology and Education students, except for Business study students who pay once in the second year.</i>	00.00	120,000.00	120,000.00	100.00
Grand Total for undergraduate programs	982,900.00	972,500.00	1,955,400.00	1,940.00

Grand-Total for Diploma programs	635,400.00	625,000.00	1,260,400.00	2,440.00
Grand Total for Certificate programs	585,400.00	575,000.00	1,160,000.00	2,340.00

OTHER FEES

Books and Stationery	TZS. 200,000.00 for sponsored students
Accommodation for Two semesters	TZS. 200,000.00
Late registration (First day)	TZS. 15,000.00 (10% increase after the first day)
Provisional results	TZS. 10,000.00
Meals (If paid to the University per year)	TZS. 1,620,000.00
Special examination per course	TZS. 25,000.00
Supplementary per course	TZS. 30,000.00
Repeating per course	TZS. 150,000.00
Graduation fee	TZS. 100,000.00
Gown fee (7 days provision)	TZS. 30,000.00
Late return of gown	TZS. 10,000.00
Damaged gown	TZS. 150,000.00
Damaged/Stolen ID	TZS.50, 000.00
Late certificate collection per month (<i>1 year provision</i>)	TZS. 20,000.00
Certificate delivery (within Tanzania)	TZS. 100,000.00
Certificate delivery (outside Tanzania)	\$ 100.00
Transcript duplicate	TZS. 100,000.00
Certificate duplicate	TZS. 150,000.00

NOTE:

1. There will be no refund after the close of registration;
2. Field training allowance payable to the student: TZS.10, 000.00 Per day for sponsored students; and
3. All students need to pay at least 40% of the total fees of the semester for registration eligibility and the balance should be paid not more than two installments of equal percentage; that is 30% during the second month of study and the remaining 30% at the end of the semester.

UNIVERSITY'S BANK ACCOUNTS

CRDB (TZS)

Name: University of Arusha
Account Number: 01J1098742000
Branch: Usa-River
Swift Code: CORUTZTZ

NBC (USD)

Name: University of Arusha
Account Number: 014105007600
Branch: Arusha
swift Code: NLCBTZTX

CHAPTER 3

ACADEMIC PROGRAMS INFORMATION

BACHELOR DEGREE PROGRAMS (3YEARS) FULL-TIME

- Bachelor of Arts with Education - BAED (options in two teaching subjects of the following);
 - **English, Kiswahili, Geography**
- Bachelor of Bussiness Administration in Accounting - BBA;
- Bachelor of Arts in Theology - BATH; and
- Bachelor of Arts in Religion - BARG.

CERTIFICATE PROGRAMS (1 YEAR) FULL-TIME;

BASIC CERTIFICATES

- Basic Technician Certificate (NTA 4) in Theology

TECHNICIAN CERTIFICATES

- Technician Certificate (NTA 4) in Theology

ORDINARY DIPLOMA

- Ordinary Diploma (NTA6) in Theology

DELIVERY MODES

FULL-TIME UNDERGRADUATE:

Timing: Full-time Undergraduate Teaching and Learning has five days per week and classes are synchronized in a timetable from 7:00 am to 8:00 pm.

One academic year has two semesters of 15 weeks each.

Modes of Delivery: Common traditional delivery methods shall include:

Lectures, Tutorials, Class Discussions, Seminars, Workshop, and lab work - (depending on the nature of the class)

Program Duration:

- **Degree:** **3 Years**

COURSES OF INSTRUCTION

Areas of Concentration, Core, and Cognates

A concentration is similar to a core but covers a broader range of subjects and often incorporates several professional and practical experience-type courses. Cognates are courses closely related to and/ or supportive of a student's core. Several departments require certain cognates to be taken in connection with the core. Specific requirements for areas of concentration, core, and cognates are listed on the faculty/school page under the section entitled – Curriculum.

Selection of Core or Concentration

Students are required to select their core or area of concentration before they begin the first academic year. Students are also advised to complete all general education requirements during their first and second years. No student is allowed to change their core after the first year of study.

Credits and Semesters

The University of Arusha operates on:

- Semester system for undergraduate

Semester system: Each semester has a duration of 15 weeks of study. The value of each course offered is expressed in terms of semester notional hours. **Notional hours** represent a totality of student learning experience comprising lecture hours, tutorials, labs/seminars, and student independent study time. One semester credit represents 10 notional hours of the student learning experience. Each academic year consists of two regular semesters of fifteen weeks.

Course Outlines

Students must be provided with course outlines by respective course lecturers of the respective courses registered. If not, the matter should be reported to the department head or the Dean of the respective Faculty or School.

CHAPTER 4

FACULTIES/ SCHOOL AND GENERAL STUDIES INFORMATION

Faculties / School:

The University has the following Faculties:

1. School of Education and Business Studies; and
2. Faculty of Theology.

General Studies Program

The general studies program is a mandatory requirement or prerequisite of skills, which are mandatory for every student.

Philosophy/Rationale of the General Studies Program:

The general studies program is intended to give students a broad view of knowledge and certain useful skills, which are common to sciences and liberal arts education. The program affirms a wholistic approach to the development of the student by not only dealing with the intellect, but also the inclusion of those areas that will assist the student to develop spiritual strengths, moral values, and social abilities. It is hoped that the program will assist the student to construct a thoughtfully conceived worldview that recognizes the roles of Scripture and nature as sources of truth.

Objectives of the General Studies Program:

1. To acknowledge God as the Creator, redeemer, source of life, knowledge, and wisdom.
2. To explore several fields of knowledge so that a student may have a sound basis upon which they can choose their life work according to individual interests and aptitudes.
3. To reduce the level of ignorance by facilitating the basic knowledge that will enable the non- specialized student to associate with experts at different levels and contribute to the preparation for life needs, not only the needs that the students realize but also the realized needs.
4. To develop knowledge, skills, abilities to discriminate, analytical thinking, and behavior patterns; which will broaden students' perspectives in understanding, problem-solving, searching, and applying knowledge of major studies to meet life challenges.

Goals of the General Studies Program:

The goals of the program will be achieved through the following general studies undergraduate curriculum:

- 1) **Religion and Philosophy:** From the study of faith, ethics, and doctrine, students will gain an experiential understanding of God's divine plan for their lives.
- 2) **Language and Communication:** Through study and practice, students will develop strategies for effective oral and written communication that will help them in their studies here and later in their future careers.
- 3) **Humanities:** These will help students understand how civilization expresses itself.
- 4) **Behavioral and Social Sciences:** These will help students understand human behavioral theories.
- 5) **Mathematics and Computer Science:** This will help students to develop logic, mathematics, and computer skills vital to life in the modern world.
- 6) **Vocational Skills:** These courses will assist students in acquiring skills necessary for their careers.
- 7) **Health and Physical Education:** Students will apply the principles of health and fitness to their lives.
- 8) **Work Education Program:** This is intended to help the student appreciate the dignity of

labor. To uphold the Tanzania Government policy of self-reliance and the University philosophy of education based on wholistic human development, work experience education aims at involving students in labor that helps students value the dignity of work such as carpentry, farming, building repair, and construction, gardening, environmental preservation, etc. A student to graduate is expected to earn a satisfactory grade that reflects four credits which will be equal to 64 hours in his or her work experience course.

Work Education Program workloads: Students who work the standard of 2 hours per week will take a full study load. However, a student who desires extra labor hours in addition to the two hours with his or her study load will be required to adjust his or her work and study program as follow:

Hours of Work per Week	Maximum Class Credits Permitted
5	54
15	36
25	30
35	24

General Studies Requirements (75 Credit Hours)

Religion & Philosophy	Credits
TGE07301 Christian Beliefs	9
TGE07401 Life and Teachings of Jesus	6
Behavioral & Social Sciences	
EGE07102 Introduction to Psychology	6
Humanities	
EGE07104 Issues in Development Studies	6
Health & Physical Education	
EGE07203 Health Principles and Physical Education	9
Computer Science	
BGE07301 Introduction to Information and Communication Technology	9
Language and Communication	
EGE07106 Writing Skills	9
EGE07202 Communication Skills	6
Mathematics	
BGE07303 Basic Mathematics (Optional for Business Department)	9
Work Education	
EGE07101 Work Education Program	6

COURSE DESCRIPTIONS FOR GENERAL STUDIES PROGRAM

TGE07301 Christian Beliefs (9 Credits)

This course covers the study of fundamental Christian beliefs by the Holy Bible. It covers the nature of the scriptures, the nature of God and Angels, the creation, the nature of man, the origin of sin, the law of God, the Sabbath, Biblical health living principles, the sanctuary, salvation, Biblical wisdom, Christian life, spiritual gifts, gift of the prophecy, stewardship and second coming of Jesus.

TGE07401 Life and Teaching of Jesus (6 Credits)

This is a comprehensive study of the life and teachings of Jesus as unfolded in the four gospels with analytic attention to the gospel writers and their writing in an attempt to reveal the impact of His self-revelation on His age and ours. It is designed for non-theological students.

EGE07102 Introduction to Psychology (6 Credits)

A foundation course presenting an overview of the science of psychology. It surveys the history and the current scientific foundation as well as basic principles, concepts, and terms. Main topics include Currents scientific research methods, physiology, enhancement of thinking, self-regulatory mechanism for improving memory and learning, language, attitudes and perception, consciousness, motivation and reinforcement, emotion, human development, personality, abnormal behavior, sexuality, social psychology, psychotherapy, stress and health, skills for problems. Special emphasis is given to the application of the principles of psychology to the Christian life.

EGE07104 Issues in Development Studies (6 Credits)

A study geared towards exposing students to various theories of development, socio-economic and global conditions, and their impact on Tanzania, Africa, and other developing countries with the aims of developing their capacity for critical analysis. The following topics will be covered: the concept of development, theories of social development, gender and development, governance, human rights and development, children rights, youth unemployment and poverty, agriculture transformation and moral development, and science and technology development

EGE07203 Health Principles and Physical Education (9 Credits)

A study of physiology, including the principles governing the community and personal health and methods of applying the principles to successful daily living. This also includes instruction in education based on physical activities theories that promote healthful living and physical fitness as well as knowledge and skills development.

BGE07301 Introduction to Information Technology (9 Credits)

This course covers basic principles of computer technology in managing business information and programming. This includes computer history, types, ethics, hardware, components of computer architecture, peripherals, software types, types of office systems, and computer applications. Operating Systems: Basics of MS-DOS and MS-Windows including power-on self-test procedures, booting, file operations, directories, sub-directories, file processing, backup techniques, basic settings, and other miscellaneous functions. Information technology, terminology, presentation of data, type of processing, and basics of office systems analysis. Application Software: concepts of word processing, spreadsheet, and communication. Basics of programming using beginner program Ming languages.

EGE07106 Writing Skills (9 Credits)

This course continues the development of writing skills as pertains to the use of Current Standard English. The course provides students with practice in language usage through the discussion of language appreciation, reading of well-written samples, discussion of these samples as to the meaning and rhetorical methods, application of these methods to individual writing tasks, As English is the second language for most of the students, a considerable amount of time will also be devoted to grammar, vocabulary development, spelling, and mechanics. This course continues the development of writing skills as pertains to the use of current English but is specifically designed to develop skills and ability in writing a research paper and book reviews. Besides, continuing studies of grammar, usage, and vocabulary, students are exposed to fine techniques of research writing and critical writing, as well as research techniques. They will also be introduced to bibliographies, note cards, documents, etc.

EGE07202 Communication Skills (6 Credits)

Study of the human communication process, focusing on the individual with one another, in small groups and public communication system. The course provides students with skills in speech preparation and presentation, both as individuals and as a team. Students also have an opportunity to do an oral and written critical evaluation of fellow students' speeches.

BGE07302 Basic Mathematics (9 Credits)

This covers basic algebra and basic statistics that are essentials to business. Applications of these quantitative methods will be analyzed.

EGE07101 Work Education Program (6 Credit)

This is a course designed to assist students to acquire desirable work habits, attitudes, and skills to enable them to become productive employees. It provides students with career awareness for jobs. In addition, students will take part in regular reflection activities where they will critically analyze their personal service experience from several different perspectives. Through the course, students will gain a greater understanding and appreciation of a variety of community service-learning-related topics. Research has shown that student learning, personal skills, and professional development will increase when students invest more of their out-of-class time and energy in educationally purposeful activities such as community service.

SCHOOL OF EDUCATION AND BUSINESS STUDIES

BACHELOR OF ARTS WITH EDUCATION (BAED)

This is a three-year program (full time) that targets students who already have a diploma in education and Form Six leavers. The content prepares them to teach in secondary schools and teacher's training colleges. The Bachelor of Arts with Education (BAED) program offers the following subjects: Geography, English, and Kiswahili.

VISION

To become the leading School that offers excellent wholistic teacher education that will equip graduates with knowledge, skills, attitudes, and methods needed for service in school and community. **MISSION**

To prepare and equip students with integrated skills that will enable them to serve as teachers, consultants, researchers, and counselors in the church and society as a whole.

PHILOSOPHY

The School of Education is devoted to producing quality teachers who continuously aspire for truth and have a strong commitment to academic excellence. The School also endeavors to guide students to be in harmony with God's revelation through nature and human revelation, experience, prophecies, talents, scriptures, and plan of salvation. Given this, the School strives to offer a wholistic education that trains the mental, physical, social and spiritual faculties.

GOALS

1. To provide the necessary resources for a thorough and wholistic education.
2. To provide for practical experience.
3. To influence the church, national and international community.
4. To serve God and mankind.
5. To train teachers and counselors.

OBJECTIVES

1. To enable students to integrate consistent Christian values with sound teaching principles.
2. To produce graduates of outstanding moral standards who will in turn help to lay good moral standards for the future generation.
3. To prepare students to teach in secondary schools, teacher training colleges, and institutions of higher learning.
4. To provide students with effective teaching methods and the capacity to use various research methodologies in an educational setting.
5. To prepare students to lead and manage educational institutions.
6. To prepare students for advanced studies.

SCHOOL DEPARTMENTS

The School of Education has four departments:

- Department of Curriculum and Teaching
- Department of Humanities and Social Sciences
- Department of Languages and Literature
- Department of Business Studies

ENTRANCE REQUIREMENT (*See General Entrance Qualifications*)

GRADUATION REQUIREMENTS

1. Students must successfully complete minimum 406 Credits as

follows: General Requirement Courses	62
Professional Courses	110
(Teaching Subject One)	117
(Teaching Subject Two)	117
Total Minimum Credits	406

2. Must have an overall grade of C or a GPA of 2.00 on a five-point scale.

3. Must clear financial obligations.

Note: Students should select two teachings subjects under the advisor of the head of the department.

Those who select accounting as subject one are advised to select Management as subject two.

GRADING SYSTEM

The letter grades and points will be assigned as follows:

Percentage score	00 – 34	35 – 39	40 – 49	50 – 59	60 – 69	70 – 100
Grade	F	D	C	B	B+	A
GPA	0	1	2	3	4	5

GRADE INTERPRETATION

F= Failure repeat the subject

D= Poor but eligible to write a supplementary

exam C = Average

B = Good,

B+ = Very

Good A =

Excellent

ELIGIBILITY TO WRITE EXAMINATIONS

- Only candidates who have registered for a particular program will be permitted to sit for examinations.
- Only candidates with a valid examination permit will be permitted to sit for examinations.
- The only candidate who has attended not less than 80% of lectures in every module in a particular semester will be permitted to sit for examinations.
- The only candidate who has attained 16/40 and above of the continuous assessment marks will be permitted to sit for examinations.
- **NOTE:** it shall constitute an offense for a candidate to sit for university examinations if such a candidate is disqualified by any of the conditions. One of the penalties shall be to revoke that particular exam.

TEACHING PRACTICE EXPERIENCE

Teaching practice is an integral part of the BAed degree program. It is designed to prepare students for maximum practical and professional training in the field of education. It provides practical experience through participation and observation with the support of the institutions to which the students are attached in collaboration with the University of Arusha. Teaching practice is aimed at providing professional skills that are acquired through planned programs to meet and satisfy the needs of the profession as well as the environment for which the students are being prepared. It is a training and learning process for the teacher education students, hence they are expected to utilize fully the theories they learn at the University through practice at the respective schools where they do their teaching practice. All Bachelor of Arts with Education (BAed.) students shall be required to do a total of 56 Days (8 Weeks) of supervised practice through their training, as per Teaching Practice Regulations and Procedures available at the University.

LIST OF COURSES

GENERAL REQUIREMENTS (62 CREDITS)

CODE	SUBJECTS	CREDITS
EGE07101	Work Education Program	7
EGE07104	Issues in Development Studies	7
EGE07106	Writing Skills	9
EGE07202	Communication Skills	7
EGE07203	Health Principles and Physical Education	9
BGE07301	Introduction to Information and Communication Technology	9
TGE07301	Christian Beliefs	7
TGE07401	Life and Teachings of Jesus	7

PROFESSIONAL (CORE) REQUIREMENTS (MINIMUM 110 CREDITS)

CODE	SUBJECTS	CREDITS
EDP07202	Teaching Practice I	10
EDP07301	Instructional Media and Technology	9
EDP07302	Curriculum Development	9
EDP07401	Philosophy of Education	9
EDP07402	Teaching Practice II	10
EDP08501	Sociology of Education	9
EDP08502	Educational Psychology	9
EDP08503	Educational Statistics, Measurement and Evaluation	9
EDP08504	Educational Research Methods and Project	9
EDP08601	Educational Administration	9
EDP08602	History of Education	9
EDP08603	Guidance and Counseling	9

**BACHELOR OF ARTS WITH EDUCATION (BAED) GEOGRAPHY COURSES
(MINIMUM (117 CREDITS))**

CODE	SUBJECTS	CREDITS
EDG07101	Population Geography	9
EDG07102	Spatial Organization	10
EDG07201	Fundamental of Physical Geography	7
EDG07202	Populations, Resources and Development	7
EDG07203	Geography Teaching Methods	9
EDG07301	Introduction to Map Science, Survey and Cartography	7
EDG07302	Environment Management, Policies and Sustainable Development	7
EDG07401	Meteorology and Climatology	9
EDG07402	Quantitative Methods in Geography	9
EDG08501	Conservation and Management of Natural Resources	9
EDG08502	Agriculture Food Security and Development	7
EDG08601	Research Methods in Geography	9
EDG08602	Urban and Rural Settlements Interactions	9
EDG08603/4	Elective	9

ELECTIVE COURSES 9 CREDITS

EDG08603	Climate Change Processes, Impact and Adaptive System	9
EDG08604	Health Geography	9

**BACHELOR OF ARTS WITH EDUCATION (BAED) ENGLISH
COURSES (MINIMUM: 117 CREDITS)**

CODE	SUBJECTS	CREDITS
EDE07101	Introduction to Linguistics	9
EDE07102	English Grammar	9
EDE07201	Introduction to Phonetics and Phonology	9
EDE07202	English Teaching Methods	9
EDE07301	Morphology	9
EDE07302	Sociolinguistics	9
EDE07401	Creative Writing	9
EDE07402	Introduction to Syntax	9
EDE07403	Studies in African Literature	9
EDE08502	Second Language Learning	9
EDE08503/4	Elective	9
EDE08601	English Research Project	9
EDE08602	Literary Studies of English Bible	9

ELECTIVE COURSES: (9 CREDITS)

EDE08503	Introduction to Translation and Interpretation	9
EDE08504	Introduction to Semantics	9

**BACHELOR OF ARTS WITH EDUCATION (BAED) KISWAHILI
COURSES (MINIMUM 126 CREDITS)**

EDK07101	Historia, Kukua na Kuenea Kwa Lugha ya Kiswahili	9
EDK07102	Nadharia, Maendeleo ya Fasihi Simulizi na Tahakiki	9
EDE07103/4	Elective	9
EDK07201	Nadharia za Isimu	9
EDK07202	Njia Na Mbinu za Kufundishia Kiswahili	9
EDK07203	Fonetiki na Fonolojia ya Kiswahili	9
EDK07301	Tamthilia ya Kiswahili na Tahakiki	9
EDK07303/4	Elective	9
EDK07401	Riwaya ya Kiswahili na Tahakiki	9
EDK07402	Mofolojia ya Kiswahili	9
EDK08501	Misingi na Mbinu za Utafiti wa Lugha ya Kiswahili	9
EDK08502	Sintaksia ya Kiswahili	9
EDK08601	Ufahamu, Ufupisho na Uandishi Bunilizi	9
EDK08602	Semantiki na Pragmatiki	9

ELECTIVE COURES (18 CREDITS)

EDK07103	Nadharia na maendeleo ya Fasihi Andishi	9
EDK07104	Isimu Jamii	9
EDK07303	Ufundishaji wa Lugha kwa wageni	9
EDK07304	Utangulizi wa Tafsiri na Ukalimani	9

**BACHELOR OF ARTS WITH EDUCATION PROGRAM STRUCTURE
PER SEMESTER**

**BAED GEOGRAPHY PROGRAM STRUCTURE (CREDITS
289)**

YEAR 1	SEMESTER ONE	
Code	Subjects	Credits
EGE07101	Work Education Program	7
EGE07104	Issues in Development Studies	7
EGE07106	Writing Skills	9
EDG07101	Population Geography	9
EDG07102	Spatial Organization	10
	TOTAL	42

YEAR 1	SEMESTER TWO	
EGE07202	Communication Skills	7
EGE07203	Health Principles and Physical Education	9
EDG07201	Fundamental of Physical Geography	7
EDG07202	Populations, Resources and Development	7
EDG07203	Geography Teaching Methods	9
	TOTAL	39
Practical Session		
EDP07202	Teaching Practice I	10
YEAR 2	SEMESTER ONE	
BGE07301	Introduction to Information and Communication Technology	9
TGE07301	Christian Beliefs	7
EDP07301	Instructional Media and Technology	9
EDP07302	Curriculum Development	9
EDG07301	Introduction to Map Science, Survey and Cartography	7
EDG07302	Environment Management, Policies and Sustainable Development	7
	TOTAL	48
YEAR 2	SEMESTER TWO	
TGE07401	Life and Teachings of Jesus	7
EDP07401	Philosophy of Education	9
EDG07401	Meteorology and Climatology	9
EDG07402	Quantitative Methods in Geography	9
	TOTAL	34
Practical Session		
EDP07402	Teaching Practice II	10
YEAR 3	SEMESTER ONE	
EDP08501	Sociology of Education	9
EDP08502	Educational Psychology	9
EDP08503	Educational Statistics, Measurement and Evaluation	9
EDP08504	Educational Research Methods and Project	9
EDG08501	Conservation and Management of Natural Resources	9
EDG08502	Agriculture Food Security and Development	7
	TOTAL	52
YEAR 3	SEMESTER TWO	
EDP08601	Educational Administration	9
EDP08602	History of Education	9
EDP08603	Guidance and Counseling	9
EDG08601	Research Methods in Geography	9
EDG08602	Urban and Rural Settlements Interactions	9
EDG08603/4	Elective	9
	TOTAL	54
ELECTIVE COURSES	9 CREDITS	
EDG08603	Climate Change Processes, Impact and Adaptive System	9
EDG08604	Health Geography	9

ENGLISH

BAED ENGLISH PROGRAM STRUCTURE (CREDITS 289)

YEAR 1	SEMESTER ONE	
Code	Subjects	Credits
EGE07101	Work Education Program	7
EGE07104	Issues in Development Studies	7
EGE07106	Writing Skills	9
EDE07101	Introduction to Linguistics	9
EDE07102	English Grammar	9
	TOTAL	41
YEAR 1	SEMESTER TWO	
EGE07202	Communication Skills	7
EGE07203	Health Principles and Physical Education	9
EDE07201	Introduction to Phonetics and Phonology	9
EDE07202	English Teaching Methods	9
	TOTAL	34
Practical Session		
EDP07202	Teaching Practice I	10
YEAR 2	SEMESTER ONE	
BGE07301	Introduction to Information and Communication Technology	9
TGE07301	Christian Beliefs	7
EDP07301	Instructional Media and Technology	9
EDP07302	Curriculum Development	9
EDE07301	Morphology	9
EDE07302	Sociolinguistics	9
	TOTAL	52
YEAR 2	SEMESTER TWO	
TGE07401	Life and Teachings of Jesus	7
EDP07401	Philosophy of Education	9
EDE07401	Creative Writing	9
EDE07402	Introduction to Syntax	9
EDE07403	Studies in African Literature	9
	TOTAL	43
Practical Session		
EDP07402	Teaching Practice II	10
YEAR 3	SEMESTER ONE	
EDP08501	Sociology of Education	9
EDP08502	Educational Psychology	9
EDP08503	Educational Statistics, Measurement and Evaluation	9
EDP08504	Educational Research Methods and Project	9
EDE08502	Second Language Learning	9
EDE08503/4	Elective	9
	TOTAL	54

ELECTIVE COURSES: (9 CREDITS)

EDE08503	Introduction to Translation and Interpretation	9
EDE08504	Introduction to Semantics	9

YEAR 3**SEMESTER TWO**

EDP08601	Educational Administration	9
EDP08602	History of Education	9
EDP08603	Guidance and Counseling	9
EDE08601	English Research Project	9
EDE08602	Literary Studies of English Bible	9

TOTAL 45**BAED KISWAHILI PROGRAM STRUCTURE (CREDITS 289)****YEAR 1****SEMESTER ONE**

Code	Subjects	Credits
EGE07101	Work Education Program	7
EGE07104	Issues in Development Studies	7
EGE07106	Writing Skills	9
EDK07101	Historia, Kukua na Kuenea Kwa Lugha ya Kiswahili	9
EDK07102	Nadharia, Maendeleo ya Fasihi Simulizi na Tahakiki	9
EDK07103/4	Elective	9
TOTAL		50

ELECTIVE COURSES (9 CREDITS)

EDK07103	Nadharia na maendeleo ya Fasihi Andishi	9
EDK07104	Isimu Jamii	9

YEAR 1**SEMESTER TWO**

EGE07202	Communication Skills	7
EGE07203	Health Principles and Physical Education	9
EDK07201	Nadharia za Isimu	9
EDK07202	Njia Na Mbinu za Kufundishia Kiswahili	9
EDK07203	Fonetiki na Fonolojia ya Kiswahili	9
TOTAL		43

Practical Session

EDP07202	Teaching Practice I	10
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YEAR 2**SEMESTER ONE**

BGE07301	Introduction to Information and Communication Technology	9
TGE07301	Christian Beliefs	7
EDP07301	Instructional Media and Technology	9
EDP07302	Curriculum Development	9
EDK07301	Tamthilia ya Kiswahili na Tahakiki	9
EDK07303/4	Elective	9
TOTAL		52

ELECTIVES COURSES (9 CREDITS)

EDK07303	Ufundishaji wa Lugha kwa Wageni	9
EDK07404	Utangulizi wa Tafsiri na Ukalimani	9

YEAR 2	SEMESTER TWO	
TGE07401	Life and Teachings of Jesus	7
EDP07401	Philosophy of Education	9
EDK07401	Riwaya ya Kiswahili na Tahakiki	9
EDK07402	Mofolojia ya Kiswahili	9
	TOTAL	34
Practical Session		
EDP07402	Teaching Practice II	10
YEAR 3	SEMESTER ONE	
EDP08501	Sociology of Education	9
EDP08502	Educational Psychology	9
EDP08503	Educational Statistics, Measurement and Evaluation	9
EDP08504	Educational Research Methods and Project	9
EDK08501	Misingi na Mbinu za Utafiti wa Lugha ya Kiswahili	9
EDK07402	Sintaksia ya Kiswahili	9
	TOTAL	54
YEAR 3	SEMESTER TWO	
EDP08601	Educational Administration	9
EDP08602	History of Education	9
EDP08603	Guidance and Counseling	9
EDK08601	Ufahamu, Ufupisho na Uandishi Bunilizi	9
EDK08602	Semantiki na Pragmatiki	9
	TOTAL	45

DEPARTMENT OF BUSINESS STUDIES

To become the leading business department that produces competent, well-rounded, dedicated, and highly ethical business professionals who will make a difference in the business world.

MISSION

To provide wholistic education to develop business professionals who will be committed to serving communities both national and international levels.

PHILOSOPHY

The Department of Business believe that God has entrusted us with gifts such as talents, wealth, powers, and the ability to think and to make reasonable decisions, which should be managed and used for His glory.

GOALS

The Department of Business has six goals. The goals are:

1. To provide the necessary resources for a wholistic business education (human and material).
2. To provide opportunities for practical experience to gain skills for business professional development.
3. To prepare, equip, produce competent and committed business professionals.
4. To prepare future accountants, managers/leaders for businesses, government entities, Churches, and any not-for-profit organizations at the national and international levels.
5. To serve God and mankind.
6. To provide business research and consultancy services.

BBA ACCOUNTING PROGRAM STRUCTURE (MINIMUM CREDITS)

376) ENTRY REQUIREMENT

1. Applicant with form six (direct entry)

- (a) Completed A-Level studies before 2014 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).
- (b) Completed A-Level studies in 2014 and 2015 - Two principal passes (Two Cs) with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B+ = 4; B = 3; C= 2; D = 1).
- (c) Completed A –Level studies from 2016 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).

Note: -The Principal or Pass grade at (VI) does not include Religious studies, except for Bachelor of Theology and Bachelor of Arts in Religion.

2. For Equivalent entry

At least four O'-Level passes (Ds and above) or NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NECTA or VETA; AND

- (a) At least a GPA of 3.0 for Ordinary Diploma (NTA Level 6); OR
- (b) Average of C for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points);
OR
- (c) Average of 'B' Grade for Diploma in Teacher Education; **OR**
- (d) A Distinction for unclassified diplomas and certificates. **OR**
- (e) Upper Second Class for classified non-NTA diplomas.

3. **Holder of Foundation Program from The Open University of Tanzania (OUT)** with the GPA of 3.0 from 6 core subjects and at least a C grade from the three subjects in the respective cluster (arts, science, or Business studies)

GENERAL STRUCTURE OF THE DEGREE OF BBA ACCOUNTING FIRST YEAR

SEMESTER I

CODE	SUBJECTS	CREDITS
BUS07101	Fundamentals of Business Management	7
BUS07102	Fundamentals of Accounting	10
BUS07103	Principles of Microeconomics	9
EGE07104	Issues in Development Studies	6
BUS07105	Principles of Marketing	7
EGE07106	Writing Skills	9
EGE07101	Work Education Program	6

SEMESTER II

CODE	SUBJECTS	CREDITS
BUS07201	Business Communication	6
BUS07202	Financial Accounting I	10
BUS07203	Principles of Macroeconomics	9
BUS07204	Principles of Human Resource Management	10
BUS07205	Business Mathematics	10
EGE07203	Health Principles and Physical Education	9
BGE07201	Introduction to Information and Communication Technology	9

SECOND YEAR

SEMESTER I

CODE	SUBJECTS	CREDITS
BUS07302	Business Law	10
BUS07303	Ethics and Good Governance	10
BUS07304	Business Environment	10
BUS07311	Public Sector and Cooperative Accounting	10
BUS07312	Financial Accounting II	10
TGE07301	Christian Beliefs	9

SEMESTER II

CODE	SUBJECTS	CREDITS
BUS07401	Quantitative Methods for Decision Making	10
BUS07402	Company Law	10
BUS07412	Public Finance and Taxation 1	10
BUS07413	Computerized Accounting Application	10
BUS07414	Auditing and Assurance Services I	10
BUS07415	Financial Accounting III	10
TGE07401	Life and Teaching of Jesus	6

Practical Session

CODE	SUBJECTS	CREDITS
BUS07407	Practical Experience in Accounting	10

**THIRD
YEAR
SEMESTER I**

CODE	SUBJECTS	CREDITS
BUS08501	Business Research Methods and Project	10
BUS08513	Advanced Financial Accounting I	10
BUS08503	Financial Management	10
BUS08504	Entrepreneurship	8
BUS08514	Cost and Management Accounting	10
BUS08515	Auditing and Assurance Service II	10
BUS08516	Public Finance and Taxation II	10

SEMESTER II

CODE	SUBJECTS	CREDITS
BUS08601	Management Information System	6
BUS08602	Strategic Management	6
BUS08615	Advanced Financial Accounting II	10
BUS08604	Quality and operations Management	10
BUS08612	Performance Management	10
BUS08613	Investment Management	7
BUS08614	Corporate Reporting	7

BBA ACCOUNTING PROGRAM STRUCTURE (376 CREDITS)

FIRST YEAR		SECOND YEAR		B U S 0 7 4 0 7 P R A C T I C A L E X P E R I E N C E	THIRD YEAR	
SEMESTER 1	SEMESTER 2	SEMESTER 1	SEMESTER 2		SEMESTER 1	SEMESTER 2
BUS07101 Fundamentals of Business Management (7)	BUS07201 Business Communication (6)	BUS07302 Business Law (10)	BUS07401 Quantitative Methods for Decision Making (10)		BUS08501 Business Research Methods and Project (10)	BIS08601 Management of Information System (6)
BUS07102 Fundamentals of Accounting (10)	BUS07202 Financial Accounting I(10)	BUS07303 Ethics and Good Governance (10)	BUS07402 Company Law (10)		BUS08513 Advanced Financial Accounting I (10)	BUS08602 Strategic Management (6)
BUS07103 Principles of Microeconomics (9)	BUS07203 Principles of Macroeconomics (9)	BUS07304 Business Environment (10)	BUS07412 Public Finance and Taxation 1 (10)		BUS08503 Financial Management (10)	BUS08615 Advanced Financial Accounting II (10)
EGE07104 Issues in Development Studies (6)	BUS07204 Principles of Human Resource Management (10)	BUS07311 Public Sector and Cooperative Accounting (10)	BUS07413 Computerized Accounting Application (10)		BUS08504 Entrepreneurship (8)	BUS08604 Quality and operations Management (10)
BUS07105 Principles of Marketing (7)	BUS07205 Business Mathematics (10)	BUS07312 Financial Accounting II (10)	BUS074014 Auditing And Assurance Services I (10)		BUS08514 Cost and management accounting (10)	BUS08612 Performance Management (10)

EGE07106 Writing Skills (9)	EGE07203 Health Principles and Physical Education (9)	TGE07301 Christian Beliefs (9)	BUS07415 Financial Accounting III (10)	A C C O U N T I N G	BUS08515 Auditing And Assurance Services II (10)	BUS08613 Investment Management (7)
EGE07101 Work Education program (3)	BGE07201 Introduction to Information and Communicati on Technology (9)		TGE07401 Life and Teaching of Jesus (6)		BUS08516 Public Finance And Taxation II (10)	BUS08614 Corporate Reporting (7)
54 CREDITS	63 CREDITS	59 CREDITS	66 CREDITS		10 CR	68 CREDITS
First Year Total Credits 117		Second Year Total Credits 135			Third Year Total Credits 124	

COURSE DESCRIPTIONS FOR BACHELOR OF EDUCATION PROFESSIONAL (CORE) REQUIREMENTS

EDP07202 Teaching Practice I (10 Credits)

This course exposes the first-year learner to the practical part of Teaching. The learner gets to experience in the classroom teaching and school environment in a secondary school for 8 weeks.

EDP07402 Teaching Practice II (10 Credits)

This course provides the second-year student with an opportunity to apply his/her pedagogical knowledge and skills in practice. The learner also gets experience in the classroom teaching and school environment in a secondary school for 8 weeks.

EDP07302 Curriculum Development (9 Credits)

Curriculum development is a course intended to introduce student teachers to the foundations and principles of curriculum development. Parties of it include curriculum theory, types of curriculum components, models of curriculum development, and components of the curriculum materials. Also, the background of curriculum development and components of curriculum development in Tanzania will be reviewed.

EDP08503 Educational Statistics, Measurement and Evaluation (9 Credits)

This course gives general statistical skills to the learner and knowledge on educational tests, measurement, and evaluation, its nature, and functions, including the use and construction of essays and objective tests.

EDP08601 Educational Administration (9 Credits)

This course offers a study of the administrative processes in education, the role of the administrator, and the supervision of classroom teaching, the supervision of personnel, educational planning, and the organizational structure of the educational system. Furthermore, it provides skills for starting and running school projects.

EDP07401 Philosophy of Education (9 Credits)

This course gives a general background to and survey of Philosophy with an emphasis on the educational implications. A historical overview discussion and presentation of philosophy from classical to contemporary given emphasis, features of Western and African as well as secular and Christian philosophies are also discussed.

EDP08501 Sociology of Education (9 Credits)

Sociology of Education is a course, which deals with problems and issues of contemporary education. These aspects are examined from a social, scientific, historical, and philosophical perspective. Topics include meaning and scope of sociology of education, sociologists and their contributions, sociological factors affecting education in Tanzania, the role of socialization agents, discipline, formal and informal education, interest, and impact of education environments.

EDP08502 Educational Psychology (9 Credits)

This course introduces students to the scientific study of human behaviors and the principles with which learning can be increased and directed through education. It is primarily concerned with the nature, conditions, outcomes, and evaluation of classroom learning. Many theories applicable to classroom learning are emphasized. It also includes human development from birth through old age.

EDP08504 Educational Research Methods and Project (9 Credits)

This course examines principles that govern educational research. It focuses on the contribution of scientific research to solutions in areas of education as well as to assist the student in understanding and developing the various stages of the research process. The course prepares the student to develop a research proposal and write a project.

EDP08603 Guidance and Counseling (9 Credits)

Guidance and Counseling is an introductory course designed to place into perspective the current need for guidance and counseling. The course examines the main philosophical tenets underlying relationships, as well as the role of ethics and confidentiality, the guidance team, counseling dimensions, skills therapeutic ingredients that facilitate client growth, career development, and appraisal process. Finally, clarification, moral development, sex education, current issues, and trends confronting school guidance and counseling are highlighted.

BAED. GEOGRAPHY SUBJECTS**EDG07101 Population Geography (9 Credits)**

The course gives the student a general view of the earth, its genesis, and current geographical being especially its environmental components and their interaction as the basis of differentiation into various regions. Typical characteristics of various areas on the earth's surface will be analyzed and justified. Further, the interaction of man in general and different human societies in particular with the resources of the earth's physical system will be considered. An examination will be done on the disparities in prosperity among different parts of the world in an attempt to appreciate the contemporary social, economic, political, and environmental issues facing humanity.

EDG07102 Spatial Organization (10 Credits)

This course is central to geography and is concerned with the spatial distribution of natural and human features in geography. The main concentration is on the variation of human resources and natural resources or space.

EDG07201 Fundamental of Physical Geography (7 Credits)

This course aims at developing in students 'awareness about the atmosphere, hydrosphere, and lithosphere as an interrelated and geographically viable entity of the earth's physical landscape and natural environment of man. The emphasis is directed to the major earth's geology and topographic features caused by endogenic processes e.g. volcanicity faulting, folding, theory of plate tectonics, materials of the Earth's surface e.g. (sedimentary and metamorphic rocks, weathering process, and the concept of atmosphere and hydrosphere its evolution, composition, heating and basic flow patterns. Students should further understand theories about the fluvial process in landform development, mass movements, and erosion by water and wind. Concepts

about the hydrological cycle, caused and characteristics of precipitation anomalies, water balance, groundwater balance, origin and evolution of rivers, drainage network and stream orders slope erosion by water as well as wave erosion.

EDG07202 Population, Resources, and Development (7 Credits)

This course outlines the relationship between population, resources, and development in the light of population growth and socio-economic development. It discusses various geographical, demographical, and economic links between population characteristics and utilization of resources and their implications to population development. Through studying this course students should be able to explain the basic links between population growth, the utilization of resources, and its consequences on development.

EDG07203 Geography Teaching Method (9 Credits)

This course deals with selected methods and instructional aids used in teaching geography as a subject. Students will be taught how to develop schemes of work and lesson plans that incorporate creative methods of teaching geography addressing the cognitive, affective, and psychomotor domains of instruction. Methods discussed include inductive and deductive teaching, lecture, discussion, group discussion, question and answer, study groups, fieldwork, demonstration, and assignment. The use of maps, field trips, photographs, and map reading are covered.

EDG07301 Introduction to Map Science, Survey and Cartography (7 Credits)

This course aims to give the students an introduction to the basics of surveying, its methods and procedures, principles and use of survey instruments, field practices through-plane tabling, chain survey, slope profiling, and prismatic compass traversing as well as locating procedures. The course is therefore of a field particular nature.

EDG07302 Environmental Management Policies, Strategies and Sustainable Development (7 Credits)

This course intends to introduce and provide the students with general knowledge and importance of the environment and subsequently exposes the students to various local (national) and global policies and strategies for environmental management and sustainable development. The course outlines the nature, types, and causes of environmental problems. At the end of the course, students should be able to give the justification for environmental management and explain the rationale for various national and global management policies and strategies. Should also be able to highlight and discuss major environmental problems.

EDG08604 Health Geography (9 Credits)

This course introduces students to current issues in health geography. Through case studies, students will learn the important role of Geography in explaining patterns of disease, health inequalities, health care provision, and variations in health care systems across the world but with specific examples from the developing world. This course enables students to describe and explain the geographical aspects of disease ecology, global shifts in patterns of morbidity, and the health status of sub-populations. Students should also be able to account for the spread, emergence, and re-emergence of infections and degenerative diseases.

EDG07401 Meteorology and Climatology (9 Credits)

This course aims at developing in students an understanding of the interplay of the various climatic elements, their world distribution, variability, and change, as well as climatic classification. Furthermore, the course aims at enabling students to understand the importance of micro-climates and their implications and influences on agricultural activities. The course exposes students to skill related to the measurement of climatic parameters and the effect pollution creates in the atmosphere and the way the atmosphere reacts to it. The course focuses on the hydrological cycle as an important system of its kind in the hydrosphere and upon which life on the Earth

greatly depends.

EDG07402 Quantitative Methods in Geography (9 Credits)

Treatment of statistics and frequency distribution, measures of central tendency, measures of dispersion or variability (mean mode, quartiles, etc.). An examination of basic techniques in geographical research and their limitations: the emphasis is directed to the use of analytical and inferential methods including hypothesis testing, the normal distribution, data transformation, and probability sampling.

EDG08501 Conservation and Management of Natural Resources (9 Credits)

This course shows that conservation and management of natural resources are accomplished by actions and decisions that seek to ensure that the use of natural resources is ecologically appropriate, socially acceptable, and economically feasible. The students will explore how these factors contribute to natural resources decision-making. The course examines how biological and human sciences are interrelated and how they influence natural resource decisions. The course enables the students to explain the principle and process of conservation and management of natural resources and link its importance to livelihoods through the sustainable livelihood approach. It equips students with theoretical bases of resource exploitation and the resulting spatial patterns.

EDG08502 Agriculture, Food Security, and Development (7 Credits)

The course introduces the concept of agriculture, food security, and development. It leads to a model for the development of modern agriculture. It explains the linkage between agriculture and the environment. The course exposes students to the general understanding and importance of agriculture for food security and development.

EDG08602 Urban and Rural Settlement Interactions (9 Credits)

This course focuses on rural-urban interactions and their potential for rural development in developing countries. It builds a theoretical foundation for understanding the relationship and interplay between rural and urban sectors. It further identifies potential areas for consideration in developing policy for enhancing rural development through rural-urban interactions.

EDG08603 Climate Change Processes, Impacts and Adaptive Systems (9 Credits)

The course discusses the natural and human processes associated with global warming, their effects, and circulation of the atmosphere, oceans, and occurrences of atmospheric disturbances. It describes changes in earth climate through time, their impacts, and adaptations measures.

EDG08601 Research Methods in Geography (10 Credits)

This course is linked to geography statistics and quantitative methods in geography. It equips students with knowledge on how to carry out scientific research. Students should be able to understand and carry out scientific research in geography and should be able to grasp all research guidelines in geography.

BAED. ENGLISH SUBJECTS

EDE07101 Introduction to Linguistics (9 Credits)

This is an induction course into the field of linguistics which introduces learners to descriptive linguistics and its major subdivisions; and its relation to other disciplines. The grammatical aspects of language including phonetics, morphology, semantics, and syntax. Language as a social phenomenon concerning language and dialect, bilingualism and multilingualism, standard language, pidgins and creoles, variables in language behavior, and the notion of communicative competence with the IPA system.

EDE07201 Introduction to Phonetics and Phonology (9 Credits)

This course is designed to provide broad coverage of phonetic and phonology and specifically to provide correct sound patterns and systems for English speakers. It covers three branches namely acoustic, articulatory and auditory. In addition, how sounds are produced by air stream through speech organs, in the forms of sentences and words made up of vowels and consonants. Finally, phonetic symbols of the alphabet into orthography and vice versa are attested.

EDE07202 English Teaching Methods (9 Credits)

This course deals with the development of language skills necessary for the teaching of the English language. The emphasis is on teacher-in-training developing a repertoire of strategies that enhance a variety of learning methods in their students. Students develop a scheme of work and lesson plans based on the secondary school syllabus with specific emphasis on the English language. Teaching methods applicable to the teaching of the English language such as role-playing, simulation, lecture, discussion, recitation, drill, expository, story-telling, assignments, small study groups, and others are discussed.

EDE07401 Creative Writing (9 Credits)

This course is designed to improve the critical reading, thinking, and writing skills. Five rhetorical strategies are covered; Reflective, Reporting, Explaining, Process analysis, and Argumentation. The course equips learners with the ability to professionally engage in writing various literary works.

EDE07301 Morphology (9 Credits)

The course presents the nature of word-formation processes and how word-formation interacts with phonology, semantics, syntax, and the lexicon. It furthers more works on a range of morphological phenomena in other languages.

EDE07403 Studies in African Literature (9 Credits)

This course covers characteristic features of the African novel. It explores the common themes and styles used by African novelists. In addition, the course will examine the blend of Africa themes and western languages like English and French to create a contemporary novel.

EDE07402 Introduction to Syntax (9 Credits)

The course focuses on the common sentence pattern and the principal elements of sentences structure. Also analyzed in the course are the different phrasal categories and subordination/coordination in tree diagramming.

EDE07302 Sociolinguistics (9 Credits)

This course introduces students to the analysis of the relationship between language and society. The Tanzanian socio-linguistic profile will be the main context of exemplification.

EDE08502 Second Language Learning (9 Credits)

This course aims to help the students to study some theories of Second Language learning. It is intended to show how language learners behave through examination of language learners' language behavior and the processes that produce it. The course will help students learn how to apply the theories studied in teaching a second language especially the English language. The student will be given opportunities in applying these theories practically inside and outside the classrooms.

EDE08503 Introduction to Translation and Interpretation (9 Credits)

This is an introductory course to translation. It has been designed to equip students with basic concepts, approaches to translation, which will provide some basic skills needed for the production of translated texts. It will expose students to various basic theories of translation, whereas, practical translation of simple texts using Swahili and English will be the main focus of this course.

EDE08601 English Research Project (9 Credits)

This course is designed to develop proficiency in writing linguistic research. They will be introduced to bibliographies, note cards, documentation, and information gathering techniques.

EDE08602 Literary Studies of the English Bible (9 Credits)

A considerable section of the English Bible can be subjected to literary studies – like any other work of literature. The biblical writer lived in definite literary periods, hence were influenced by the dominating literary modes of their time. The learner is expected to appreciate the connection between form and content and observe how the central theme of the Bible –sovereignty, and goodness of God is presented through a variety of literary genres.

BAED. KISWAHILI SUBJECTS (KOZI ZA KISWAHILI)

EDK07101 Historia, Kukua Na Kuenea kwa Lugha ya Kiswahili (9 Credits) Malengo ya kozi:

Kozi hii inashughulika na Historia, Kukua na Kuenea kwa Lugha ya Kiswahili. Kozi imelenga kumsaidia mwanafunzi kujua historia, kukua na kuenea kwa lugha adimu ya Kiswahili kutoka zamani mpaka hapa tulipo na tuendako. Kozi inalenga kujua asili ya Kiswahili na jinsi ilivyosambaa katika ukanda wa pwani ya Afrika mashariki. Kozi pia italenga kuchunguza lahaja za Kiswahili na lahaja za makabila mengine ya Kibantu. Mwisho ,kozi hii pia itaangalia athari zilizoifanya Kiswahili kutumika katika nyanja za dini, maandishi utawala wa kikoloni,ukombozi wa kitaifa, lugha ya taifa kutoka uhuru mpaka sasa.

EDK07102 Nadharia, Maendeleo ya Fasihi Simulizi na Tahakiki (9 Credits) Malengo ya kozi

Kozi hii hulenga katika Nyanja kuu za harakati za kifasihi, nadharia na vitendo(hasa umuundo, semiotiki, mfumo wa ki – marx, nadharia za kifeministi nk) kozi hii vile vile itachukua mwelekeo wa fasihi simulizi na inalenga kwa wanafunziwanaotaka kujifunza zaidi fasihi simulizi. Lengo kuu la kozi hii nikuhakiki vipengele vya fani na maudhui katika fasihi simulizi, kuangalia uhusiano kati ya fasihi simulizi na uigizaji, fasihi simulizi na muziki, fasihi simulizi na lugha n.k.

EDK07203 Nadharia na Maendeleo ya Fasihi Andishi (9 Credits) Malengo ya kozi

Kozi hii itachukua mitazamo mbali mbali ya fasihi andishi na inalenga zaidi kwa wanafunzi wanaotaka kujikita katika fasihi andishi. Kozi hii inachunguza kwa undani maelezo kuhusu uandishi wa kisanaa na ule usio wa kisanaa, katika kazi za waandishi tofauti tofauti.

EDK07201 Nadharia za Isimu (9

Credits) Malengo ya kozi:

Kozi za isimu hivi karibuni zimekumbwa na malumbano mengi huku kila kundi likiwa na hoja za kuvutia kwao. Malumbano haya yamewaweka njia panda hasa wanaisimu wachanga. Kozi hii imelenga kutatua matatizo hayo. Pia kozi hii italenga kumsaidia mwanafunzi kujua nadharia mbalimbali za isimu. Kwani kama mwanaisimu hawezi kusema kitu chochote bila kufuata nadharia fulani. Nadharia zitakazojadiliwa katika kozi hii ni pamoja na nadharia za fonolojia, mofolojia, sintaksia na semantiki. Mwisho wa kozi mwanafunzi hatabaki njia panda katika fani ya isimu.

EDK07202 Njia na Mbinu za Kufundishia Kiswahili (9

Credits) Malengo ya kozi

Kozi hii inahusika na kuendeleza vipaji na kutoa njia, mbinu na mikakati mbalimbali ya kufundishia Kiswahili. Mkazo utawekwa kwa Waalimu tarajali kuwafanya wawe na njia, mikakati na mbinu anuwai zitakazowawezesha kufundisha somo la Kiswahili kwa ufasaha. Waalimu tarajali watakuwa na uwezo wa kuandaa Azimio la kazi, Andalio la kazi kwa kuzingatia maelekezo yaliyoainishwa kwenye muhstasari wa somo la Kiswahili wa Sekondari kwa kutilia mkazo katika Fasihi na sarufi ya Kiswahili. Pia kozi itawasaidia walengwa kupata mbinu za kutafuta zana za kufundishia bila kutegemea za kununua tu Mbinu mbalimbali za kufundishia somo hili ni kama vile njia ya mhadhara, majadiliano, njia ya masimulizi kwa njia ya hadithi, kazi mradi, mbinu ya maigizo, njia ya vikundi vidogo, mbinu ya ugunduzi na nyinginezo zitajadiliwa.

EDK07303 Fonetiki na Fonolojia ya Kiswahili (9

Credits) Malengo ya kozi

Kusudio la kozi hii ni kufanya uchunguzi, uchambuzi na ufafanuzi wa fonetiki na fonolojia ya Kiswahili sanifu. Data zitatolewa katika lahaja mbalimbali za lugha ya Kiswahili na lugha nyingine za kiasfrika ili kumpatia mwanafunzi uwanja mpana wa uelewa wa lugha nyingine namna zinavyotofautiana na kushabihiana katika muundo wa fonolojia. Vipengee vya kuzingatiwa ni kama vile maana ya Fonetiki na fonolojia, jinsi sauti zinavyotamkwa, konsonati, vokali, fonimu za Kiswahili, mabadiliko ya kifonolojia ya Kiswahili n.k.

EDK07301 Tamthiliya na Riwaya ya Kiswahili na Tahakiki (9

Credits) Malengo ya kozi

Kozi hii imelenga itachunguza kwa undani Tamthiliya na Riwaya ya Kiswahili, kuhakiki vipengele vya fani na maudhui, kutafiti maendeleo na historia ya tamthilia na Riwaya kama tanzu, kujadili na kufasiri umuhimu, nyanja, makongamano, mtazamo wa kijamii na muundo wa kiitikadi wakati huo huo kutizama vipengele muhimu vya tamthiliya na vile vya riwaya.

EDK07403 Ufundishaji Lugha kwa Wageni (8

Credits) Malengo ya kozi:

Kise 124 imelenga kuwasaidia wanafunzi kupata mbinu na mikakati ya kufuata katika kufundisha lugha ya pili (foreign language) kwa anayejifunza. Kozi pia inamsaidia mwanafunzi kujua njia na nadharia zinazotumika kujifunza na kufundisha lugha ya pili. Kozi itamsaidia mwanafunzi kumpa ufahamu wa namna ya kutumia na dharia mbalimbali, njia, mbinu na mikakati katika kufundisha lugha ya pili. Kozi pia itaangalia athari za lugha mama zinavyoathiri katika kujifunza lugha ya pili. Mwisho kozi itawasaidia wanafunzi kwa kuwapa mbinu za kufundisha lugha ya pili na katika kuhitimisha kozi wanafunzi watapewa nafasi ya vitendo ndani na nje ya darasa ili kudhihirisha walichoijifunza.

EDK07401 Sintaksia ya Kiswahili (9 Credits) Malengo ya kozi

Kozi hii inatarajiwa kumpatia mwanafunzi tarajali taalimu ya sintaksia ambayo itamfanya awe na uwezo wa kuchanganua vipashio mbalimbali vya sentensi hususani namna maneno yanavyoingana ili kuunda sentensi pia kozi hii huangalia sheria mbalimbali ambazo husimamia uundaji wa sentensi pia kanuni za kisintaksia zikihusianishwa na Lugha mbalimbali za kibantu.

EDK07402 Mofolojia ya Kiswahili (9 Credits) Malengo ya kozi

Kozi hii itagusia uchanganuzi wa mofolojia ya maumbo mbalimbali ya Kiswahili sanifu. Data zitachukuliwa kutoka katika lahaja mbalimbali za lugha ya Kiswahili na lugha nyingine za Kiafrika ili kumfanya mwanafunzi kuelewa namna mofolojia ya lugha nyingine zisizo za kibantu zilivyo na kuoanisha na zile za lugha yake. Kiini cha kozi hii ni neno na kipashio kikuu cha kozi ni mofu.

EDK08501 Misingi na Mbinu za Utafiti wa Lugha ya Kiswahili (9 Credits)

Malengo ya kozi:

Kozi imekusudia kumwanda mwanafunzi wa lugha kumpa ufafanuzi wa kina kuhusu njia na mbinu zinazotakiwa katika utafiti wa lugha. Baada ya kozi hii mwanafunzi atakuwa anaweza kuwasilisha ripoti ya utafiti na wakati huo huo atakuwa hana shida yoyote katika elimu ya juu kama shahada ya uzamili na uzamivu. Kozi hii itatahiniwa kwa vitendo kwa kuwapa wanafunzi kufanya utafiti kwa lugha watakayoichagua wenyewe.

EDK08602 Semantiki na Pragmatiki (9 Credits) Malengo ya kozi

Kusudio la kozi hii ni kujifunza maana ya maana katika uyakinifu wake, ikihusianishwa na utofauti wa matumizi ya maneno ya lugha ya Kiswahili dhidi ya lugha nyingine na namna yanavyoathiri maana. Msisitizo ukiwekwa kwenye maana ya maana, vikoa vya maana, nadharia za na, namna muktadha unavyoathiri maana, katika matini n.k

EDK08601 Ufahamu, Ufupisho na Uandishi Bunilizi (9 Credits) Malengo ya kozi

Kozi hii imelenga kumwanda mwanafunzi wa lugha ya Kiswahili kumpa ujuzi na mbinu juu ya ufahamu, ufupisho na utungaji wa kazi mbalimbali za kifasihi na zisizo za kifasihi. Kazi za kifasihi ni pamoja na Hadithi, Semi, Sanaa za maonyesho na Ushairi. Kazi zisizo za kifasihi ni pamoja na utungaji wa mazungumzo, barua, simu, risala, hotuba n.k.

COURSE DESCRIPTIONS FOR BACHELOR OF BUSINESS ADMINISTRATION IN ACCOUNTING

BUS07101 Fundamentals of Business Management (7 Credits)

This course introduces a student to business disciplines. It covers the nature of business, production of goods and services, business environment and ethics, business organization ownership, office practices, and procedures, management principles, marketing, organizational behavior, and organization culture.

BUS07102 Fundamentals of Accounting (10 Credits)

This course builds fundamental concepts of financial accounting. Emphasis is placed on understanding principles and concepts of Financial Accounting such as double-entry system and special journals, processes involved in financial statements preparation, trial balance, adjustments, cash, and Bank transactions, debtors, creditors, promissory notes, inventories, and fixed assets.

BUS07103 Principles of Microeconomics (10 Credits)

This course involves the analysis of the basic concepts which describe how individuals choose what to consume and how entrepreneurs choose what to produce. Cost theory, production theory, and welfare economics. The pricing mechanism and the determination of output level in the various market structures are also investigated.

BUS07105 Principles of Marketing (7 Credits)

This course is designed to enable the student to understand basic concepts and practices of marketing in a competitive environment. It surveys the evolution of marketing philosophies, marketing mix, product strategy, pricing strategy, promotion strategy, and placing (distribution) strategy.

BUS07201 Business Communication (6 Credits)

This course is designed to develop students' ability to communicate clearly and effectively. It is designed to introduce students to the fundamental principles of effective business communication both in local and global environments. The course addresses communication skills necessary for developing, planning, organizing, outlining, editing, and producing various business documents.

BUS07202 Financial Accounting I (10 Credits)

This course is the continuation of the Fundamentals of Accounting. It focuses on the understanding of payroll accounting, long-term liabilities and investments, and incomplete records. Accounting of different types of business organizations is studied including accounting for not-for-profit organizations. Manufacturing accounting, cash flow statements are also covered and interpretation of financial statements.

BUS07203 Principles of Macroeconomics (10 Credits)

This course covers the analysis of national income and expenditures according to the neoclassical and Keynesian theories. Inflation, economic growth, and unemployment are examined, as well as a modern banking and the monetary supply.

BUS07204 Principles of Human Resource Management (10 Credits)

At the end of the course, students will be able to understand the techniques for analyzing the requirements and the availability of employees at all times throughout the organization, to apply principles related to the demand and supply of labor, to carry out a training needs assessment to develop human resources, to identify their role and responsibility in the employee development process.

BUS07205 Business Mathematics (10 Credits)

This course introduces students to various introductory topics of business mathematics. It covers signed numbers operations, set operations, equations, inequalities, absolutes, coordinates, exponents, radicals, logarithms, functions, a system of equations, matrix, linear programming, progression, and time of money. The aim is to bring out the students' awareness about the critical factor of mathematics for business students.

BUS07302 Business Law (10 Credits)

Introduction to general principles of law and its interpretation, including limited coverage of business torts and crimes, environmental law, consumer protection, substantial coverage of

contract and sales law, real and personal property law. Full coverage of commercial paper (notes, bills, drafts, and checks) law, with a substantial review of agency and employment law, creditors' and debtors' rights, insurance, secured transactions, partnership law, corporation law, and wills and trusts law.

BUS07312 Financial Accounting II (10 Credits)

This course begins with a review of basic accounting concepts and principles. This covers the in-depth study of the accounting treatment of asset accounts by the provisions of International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS).

BUS07311 Public Sector and Cooperative Accounting (10 Credits)

This course provides a student with an understanding of the corporate accounting concepts, methods, and standards used in the public sector. Students review and analyze government annual reports and budget documents; critically analyze public sector performance information; review, evaluate, and/or recommend cost management and control practices in the public sector and cooperate enterprises; and identify and manage risk.

BUS07304 Business Environment (10 Credits)

This course enables students to understand and analyze factors affecting an organization's environment so that they can create a favorable environment for its stakeholders. It prepares students to act ethically and manage business activities as a responsible citizen in society. It covers business ethics, corporate governance, external and internal environment analysis, and business regulations.

BUS07413 Computerized Accounting Application (10 Credits)

This course involves the concepts of business structure, nature, functions, and operations, book of accounts that are used in business accounting system structure, principles of bookkeeping, etc. This course focuses on the application of selected fundamentals computerized accounting packages. It involves a view of all accounting procedures using computerized software (e.g. creating and posting journal vouchers, extraction of trial balance, and preparing financial statements).

BUS07401 Quantitative Methods for Decision-Making (10 Credits)

This course involves the study of operational research methods that supports management decision-making through mathematical modeling and optimization techniques. It covers index numbers models, time series models, linear programming models, transportation models, inventory models, queuing models, network models, and simulation models.

BUS07412 Public Finance and Taxation I (10 Credits)

This course is designed to enable students to understand the nature of taxation, purpose, and calculation of tax. Coverage includes Public Finance Taxation, Procedures for paying tax, types of returns, tax on capital gains and exemptions theory, and application of income taxation as it applies to individuals, proprietorships, partnerships, and corporations, and the tax structures in Tanzania.

BUS07415 Financial Accounting III (10 Credits)

This course is the continuation of Financial Accounting II. It covers the detailed discussion, appreciation, and application of generally accepted accounting principles covering the liabilities, shareholders' equity accounts, and the preparation of financial statements. All topics are studied by the provisions on International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS).

BUS07414 Auditing and Assurance Service I (10 Credits)

This course provides knowledge and understanding of the audit techniques and processes and their application to both the public and private sectors. Auditing theory, audit standards, as well as professional ethics, are also covered in the course.

BUS08515 Auditing and Assurance Service II (10 Credits)

A continuation of auditing I, the course deals with the detailed audit of the balance sheet accounts and related revenue and expense accounts. Internal control principles are emphasized. Practical audit problems are incorporated in this course as well as the auditing the computerized environment.

BUS08516 Public Finance and Taxation II (10 Credits)

This is a continuation of the Public Finance and Taxation I course. Coverage includes treatment of VAT, tax planning, tax evasion, tax investigations; the East African customs transfer tax management, payroll levy, and review of other indirect taxes.

BUS08501 Business Research Methods and Project (10 Credits)

This course provides principles and guidelines that govern the planning, carrying out, and professionally reporting of business researches. It involves methods and techniques of how to conduct research and consultancy. Students will learn the various stages involved in the process of conducting business research. Also, the course examines principles that govern the planning, carrying out, and professionally reporting business researches. It uses scientific research methods to solve the research problem. The student will learn various stages of the research process and prepare a business research proposal or project proposal.

BUS08503 Financial Management (10 Credits)

This course intends to introduce students to the basic concepts of Financial Management. It covers theories and strategy that enables the financial manager to make financial decisions that maximize share holders' wealth. It, therefore, comprises the necessary concepts of financial management such as valuation, financial analysis, financial markets, financial planning, management of the working capital, financing resources, cost of capital, capital structure, capital budgeting, dividend policy, and management of speculative risk.

BUS08513 Advanced Financial Accounting I (10 Credits)

This course deals with accounting theory with problems in consolidation and mergers. Consolidated financial statements are studied in-depth, branch and consignment, hire purchase, partnerships accounting, and accounting for specialized organizations.

BUS08504 Entrepreneurship (8Credits)

This course provides students with a solid foundation in terms of the vital role played by entrepreneurs and entrepreneurship in the economy. The principal focus will be on the creation of new ventures and factors associated with their success. A student is encouraged to develop and defend his or her entrepreneurship philosophy. This course includes factors influencing entrepreneurship, business plan development, business formation, challenges facing small firms in Tanzania, public policies on SMEs in Tanzania, and entrepreneurship.

BUS08514 Cost and Management Accounting (10 Credits)

The subject equips the students with knowledge and understanding to provide information and decision support to management in operational and strategic contexts. Students will be expected to be capable of analyzing financial and non-financial data and information to support management decisions. The course is designed to enable students to prepare, report and interpret

management data by covering topics such as cost accounting systems, cost classifications, cost behavior patterns, accounting for elements of cost, job order costing, processing costing systems, product cost report, accounting for defective units, joint products, and by-products.

BUS08615 Advanced Financial Accounting II (10 Credits)

A continuation of advanced financial accounting I. The course deals with problems in accounting for foreign transactions of entities, reconstructions, bankruptcy accounting, executorships and trusts accounting, preparation, presentations, and interpretations of financial statements, public sector reports, valuation of shares and business, and accounting treatment for specific items as per IAS.

BUS08602 Strategic Management (6 Credits)

Business policy is concerned with those aspects of general management that have material effects on the survival and success of business enterprises. It deals with methods that can help us to deal with challenging situations. This course is designed to enable a student to understand the art of strategic thinking, analyze dynamic business environments, identify business opportunities, formulate effective strategy and policies, and implement strategy effectively. The course will focus on corporate strategy, business competitive strategy, and functional strategy in business organizations.

BUS08604 Quality and Operational Management (10 Credits)

This course aims to introduce the main principles of business and social excellence, to generate knowledge and skills of students to use models and quality management methodology for the implementation of quality and operational management in any sphere of business and the public sector. The course will also introduce students to methods and analysis related to the design, planning, control, and improvement of the production of goods and services. It includes decision theories, quality management, forecasting techniques, capacity planning, firm allocations, aggregate planning, system design, process design, facility layout, work environment design, work scheduling, queue management, material management, and project management.

BUS08612 Performance Management (10 Credits)

The course aims to enable the student to craft effective financial decisions, plans, and controls in business operations based on accounting information systems and reports. It involves cost analysis, operational leverage, operational budgets, variance analysis, performance measures, analysis and interpretation of financial information, management control systems, and responsibility accounting.

POST GRADUATE DIPLOMA IN EDUCATION (PGDE)

The Postgraduate Diploma in Education (PGDE) is a one-year taught program. The overall aim of the program is to provide university graduates with professional training and prepare them to join the teaching profession. The program is designed to help students to develop their knowledge, abilities, personal qualities and philosophies that enable them to adequately assume their roles within the teaching profession.

Specific Aims

1. To develop in students personal qualities which support their daily work and professional development. These personal qualities include interpersonal effectiveness, creativity, self-understanding, and the motivation and readiness for self-reflection and self-improvement;
2. To develop in students a functional knowledge of disciplines which informs educational practice. A functional knowledge of disciplines means basic knowledge of psychology, sociology and philosophy essential for the understanding of the aims and processes of education;

3. To develop in students expertise as subject specialist teachers in local schools. This expertise consists of effective strategies for the planning, conducting and evaluating of teaching of given school subjects; and
4. To develop in students knowledge essential for effective functioning within the profession and the wider school context. This knowledge encompasses issues in the professionalisation of teaching, educational management, organization and policy.

Admission Requirement

To be admitted into Postgraduate Diploma in Education an applicant should be a holder of a Bachelor's degree or its equivalent from a recognized institution.

Graduation Requirement

Students must successfully complete 99 credits in their professional area which include course work and teaching practice.

FULL COURSE LIST

CREDITS

PGD08103	Curriculum Development	9
PGD08105	Instructional Media and Technology	9
PGD08301	Teaching Practice	9
PGD08101	Philosophy of Education	9
PGD08202	History of Education	9
PGD08204	Sociology of Education	9
PGD08102	Educational Psychology	9
PGD08104	Educational Statistics, Measurement and Evaluation	9
PGD08205	Educational Research Methods and Project	9
PGD08203	Guidance and Counseling	9
PGD08201	Educational Administration & Project Management	9
Total		<u>99</u>

POSTGRADUATE DIPLOMA IN EDUCATION PROGRAM STRUCTURE

FULL PROGRAM				
SEMESTER I	CR	SEMESTER II	CR	PGD 08301 T E A C H I N G P R A C T I C E 9 Credits
PGD08101 Philosophy of Education	9	PGD08201 Educational Research Methods and Project	9	
PGD08102 Educational Psychology	9	PGD08202 Educational Administration	9	
PGD08103 Curriculum Development	9	PGD08104 History of Education	9	
PGD08104 Educational Statistics, Measurement and Evaluation	9	PGD08203 Guidance and Counseling	9	
PGD08105 Instructional Media and Technology	9	PGD08204 Sociology of Education	9	
TOTAL	45	TOTAL	45	

COURSE DESCRIPTIONS FOR POSTGRADUATE DIPLOMA IN EDUCATION

PGD08103 Curriculum Development (9 Credits)

Curriculum development is a course intended to introduce student teachers to foundations and principles of curriculum development. Parties of it include curriculum theory, types of curriculum components of curriculum, models of curriculum development and components of the curriculum materials. Also the background of curriculum development and components of curriculum development in Tanzania will be reviewed.

PGD08105 Instructional Media and Technology (9 Credits)

This course examines the importance of educational technology in the teaching and learning process. Theselection and preparation of various media are studied including chalkboard, display board, graphics materials, projectors, video tape recorders, etc.

PGD08301 Teaching Practice (9 Credits)

This course exposes the learner to the practical part of Teaching. The learner gets an actual experience in the classroom teaching and school environment in a secondary school for a period of 56 days.

PGD08101 Philosophy of Education (9 Credits)

This course gives a general background to and survey of Philosophy with emphasis on the education implications. A historical overview discussion and presentation of philosophy from classical to contemporary time is given weight. Feature of Western and African Philosophies as well as secular and Christian philosophies. The Seventhday Adventist Philosophy of education will be highlighted.

PGD08202 History of Education (9 Credits)

The course examines the development of education in East Africa; countries i.e. Kenya, Uganda and Tanzania, from the pre-colonial period to the present. Emphasis is also given to historical development of education from the beginning of man's history to the present

PGD08204 Sociology of Education (9 Credits)

Sociology of Education is a course, which deals with problems and issues of contemporary education. These aspects are examined from social, scientific, historical and philosophical perspective. Topics include meaning and scope of sociology of education, sociologists and their contributions, sociological factors affecting education in Tanzania, the role of socialization agent, discipline, formal and informal education, interest and impact of education environments.

PGD08102 Educational Psychology (9 Credits)

This course introduces students to the scientific study of human behavior and the principles with which learning can be increased and directed through education. It is primarily concerned with the nature, conditions, outcomes and evaluation of classroom learning. Many theories applicable to classroom learning are emphasized. It also includes human development from birth through old age.

PGD08104 Educational Statistics, Measurement and Evaluation (9 Credits)

Educational statistics gives general statistical skills to the learner. The course provides basic information about data collection, analysis presentation and interpretation. This course also deals with educational measurement and evaluation, its nature and functions, including the use and construction of essay and objective tests.

PGD08205 Educational Research Methods and Project (9 Credits)

This course examines principles that govern education research. It focuses on the contribution of scientific research to solutions in areas of education. The course is intended to assist the students to understand and develop various stages of the research process. The course prepares the students to develop a research proposal and write a project. The course also introduces the student to research techniques. The learner formulates the topic which should be approved by the department and later the accomplishment of the research proposal is

anticipated.

PGD08203 Guidance and Counseling (9 Credits)

Guidance and Counseling is an introductory course designed to place into perspective the current need of guidance and counseling: examining main philosophical tenets, underlying relationships as well as the role of ethics and confidentiality, the guidance team, counseling dimensions, skills therapeutic ingredients that facilitate client growth, career development and appraisal process. Finally, value clarification, moral development, sex education, current issues and trends confronting school guidance and counseling are highlighted.

PGD08202 Educational Administration & Project Management (9 Credits)

This course offers a study of the administrative processes in education, the role of the administrator, and the supervision in relation to classroom teaching, supervision of personnel, educational planning, and organizational structure of the educational system. Furthermore, it provides skills for starting and running school projects.

FACULTY OF THEOLOGY AND RELIGIOUS STUDIES

Vision

“To become the leading theological and religious faculty preparing learners for quality service.”

Mission

“To equip learners with theological, religious and ministerial skills to empower them to offer excellent and effective service to God and humanity by applying sound biblical principles.”

Philosophy

The Faculty believes that God is the center of true education and everlasting gospel (three angels' message) which are in harmony with biblical principles. Therefore, the faculty is committed to enable learners to communicate and practice wholistic Christ-centred ministry that is rooted in the Scriptures.

Objectives

The Department of Theology and Religious Studies

1. To provide resources to enable the delivery of theological, pastoral, and religious education.
2. To expose learners to the study and interpretation of the scriptures by using the historical- grammatical hermeneutical methodology.
3. To provide consultancy services within the church and the community.
4. To instill Christocentric moral values to learners.
5. To guide learners to attain pastoral, evangelistic, and teaching skills needed to become competent and committed workers.
6. To foster the spiritual, academic, and professional development of the faculty and learners.
7. To develop and maintain a friendly learning environment between the faculty and the learners.

PROGRAMS OFFERED

The faculty offers the following programs:

1. Bachelor of Arts in Religion
2. Bachelor of Arts in Theology

BACHELOR OF ARTS IN RELIGION (383 CREDITS)

Introduction

BA in Religion is a three-year program designed for students interested in obtaining an academic degree in religion and becoming Bible teachers in schools and colleges. It also prepares the student for postgraduate in religious studies.

Admission Requirements

Applicants are admitted to the Bachelor of Arts in Religion degree programs by following any of the three pathways:

1. Applicant with form six (direct entry)

- (a) Completed A-Level studies before 2014 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C = 3; D = 2; E = 1).
- (b) Completed A-Level studies in 2014 and 2015 - Two principal passes (Two Cs) with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B+ = 4; B = 3; C = 2; D = 1).

- (c) Completed A –Level studies from 2016 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).

Note: -The Principal or Pass grade at (VI) does not include Religious studies, except for Bachelor of Theology and Bachelor of Arts in Religion.

2. For Equivalent entry

- (a) At least four O’-Level passes (Ds and above) or NVA Level III with less than four O’-Level passes or equivalent foreign qualifications as established by either NECTA or VETA; AND
- (b) At least a GPA of 3.0 for Ordinary Diploma (NTA Level 6); **OR**
- (c) Average of C for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points); **OR**
- (d) Average of ‘B’ Grade for Diploma in Teacher Education; **OR**
- (e) A Distinction for unclassified diplomas and certificates. **OR**
- (f) Upper Second Class for classified non-NTA diplomas.

3. Holder of Foundation Program from The Open University of Tanzania (OUT) with the GPA of 3.0 from 6 core subjects and at least a C grade from the three subjects in the respective cluster (arts, science, or Business studies)

Pastoral and Religious teacher professions are highly regarded as sacred professions entered upon through special calls from God. Therefore, admission into Theological and Religious studies is not only based on academic qualifications but also on moral and spiritual standards. On this basis, admitted students are required to submit to the Office of Admissions of the University of Arusha recommendation letters from their respective local church endorsed by the pastor, and field/conference or synod/diocese upon arrival for registration.

DEGREE REQUIREMENTS (383 CREDITS)	Credits
General Requirements	56
Concentration Requirements	218
Professional Teaching Requirements	62
Cognate Requirements	21
Minor Requirements	36
Total	383

GENERAL REQUIREMENTS (56 Credits)

Behavioral and Social Science (6 Credits)

EGE07201 Introduction to Psychology **6**

Humanities (15 Credits)

TGE 07205 Philosophy of Christian Education **10**

THT 07401 Philosophy of Religion **9**

Health and Physical Education (9 Credits)

EGE 07203 Health Principles & Physical Education **9**

Computer Skills & Mathematics (7Credits)	
BGE 07201 Introduction to Information Technology	7
Languages and Communication (9 Credits)	
EGE 07202 Communication Skills	9
Work Education Program (6 Credits)	
EGE 07101 Work Education program	6
CONCETRATION REQUIREMENTS (CREDITS)	
Biblical Studies (68 Credits)	68
THB 07404 Law and Writings of OT Studies	12
THB 07305 The Gospels	9
THB 08501 Studies in Daniel	6
THB 08601 Studies in Revelation	6
THB 07103 Biblical Hermeneutics	9
THB 07303 Acts and Epistles I	6
THB 07403 Acts and Epistles II	6
THB 07102 Biblical Background/Archaeology	6
Historical Studies (21 Credits)	21
THH 08506 History of the SDA church	9
THH 08602 History of the Christian Church	12
Pastoral Studies (81 Credits)	81
THP 07206 Introduction to Pastoral Ministry	12
THP 08502 Homiletics	12
THP 07105 Foundations of Youth Ministry and Leadership	12
THP 07401 Christian Marriage and Family	6
THP 07302 Church Music and Worship	6
THP 07405 Pastoral Care, Counseling and Ethics	12
THP 07402 Church Leadership and Administration	12
THP 08505 Personal and Public Evangelism	9
Theological, Religious and Philosophical Studies (48 Credits)	48
THT 07304 Theology of the Christian Church	12
THT 07104 Perspectives in Religion	12
THT 08604 Issues in Science and religion	6
THT 08603 Writings and Philosophy of Ellen G. White	9
THT 08607 SDA Distinctive Doctrines	9
Teaching Profession Courses (62 Credits)	62
EDP07307 Curriculum Development	10
REP07306 Religion Teaching Methods I	10
REP07406 Religion Teaching Methods II	10
REP07808 Religion Teaching Practice	12
REP07107 Studies in Bible Knowledge	10
REP07204 Studies in Divinity	10
COGNATE REQUIREMENTS (21 Credits)	21
THB 08502 Theological and Research Methods	9
EDP07301 Introductory Media and Technology	12
MINOR (36 CREDITS)	

Minor will be selected among the following courses in the School of Education: History, Geography, English, Kiswahili, Accounting, and Management.

Students, who do not wish to take a teaching minor, that is who wish to be only Bible teachers, must add courses from the concentration area of the BA Theology program.

BACHELOR OF ARTS IN RELIGION PROGRAM STRUCTURE

FIRST-YEAR (129 CREDITS)		SECOND-YEAR (123 CREDITS)			THIRD-YEAR (141 CREDITS)		
SEMESTER ONE	SEMESTER TWO	SEMESTER ONE	SEMESTER TWO	Field practice	SEMESTER ONE	SEMESTER TWO	Field practice
EGE 07101 Work Education Program (6)	EGE 07201 Introduction to Psychology(6)	EDP07301 Instructional Media and Technology (12)	THT 07401 Philosophy of Religion (6)	T H P 0 7 4 0 8 P A S T O R A L F I E L D P L A C E M E N T	THB 08501 Studies in Daniel(6)	THB 08601 Studies in Revelation (6)	R E P 0 7 8 0 8 R E L I G I O N T E A C H I N G P R A C T I C E
THB 07102 Biblical Background/Archaeology(6)	BGE 07201 Introduction to Information Technology (9)	THP 07302 Church Music and Worship (6)	THP 07402 Church Leadership and Administration (6)		THP 08502 Theological Research Methods (9)	THH 08602 History of the Christian Church (12)	
THB 07103 Biblical Hermeneutics (9)	EGE 07202 Communication Skills (6)	THB 07303 Acts and Epistles I (6)	THB 07403 Acts and Epistles II (6)		THP 08503 Stewardship & Strategic Planning (6)	THT 08603 Writings and Philosophy of E. G. White (9)	
THT 07104 Islamic and Other World Religion Studies (12)	EGE 07203 Health Principles & Physical Education (9)	THT 07304 Theology of the Christian Church (12)	THB 07404 Law and Writings of Old Testament Studies (9)		THP 08504 Homiletics (12)	THT 08604 Issues in Science and Religion(6)	
THP 07105 Foundation of Youth Ministry & Leadership (12)	REP 07204 Studies in Divinity (10)	THB 07305 The Gospels (9)	THP 07405 Pastoral Care, Counseling, and Ethics(6)		THP 08505 Personal and Public Evangelism (9)	THT 08605 African Traditional Religion (9)	
EGE 07106 Writing Skills (9)	TGE 07205 Philosophy of Christian Education (9)	REP07306 Religion Teaching Methods 1 (10)	REP07406 Religion Teaching Methods II (10)		THH 08506 History of SDA Church (9)	THB 08606 Prophets of Israel (9)	
REP 07107 Studies in Bible Knowledge (10)	THP 07206 Introduction to Pastoral Ministry (12)	EDP07302 Curriculum Development (10)			THP 08507 Marriage and Family (6)	THT 08607 SDA Distinctive Doctrines (9)	

					THP 08508 Missiology & Church Growth (12)		
64 Credits	61 Credits	65 Credits	43Credits	9 Cr	69 Credits	60 Credits	12 Cr
FIRST YEAR (125 Cr)		SECOND YEAR (117 Cr)			THIRD YEAR (141 CREDITS)		

BACHELOR OF ARTS IN THEOLOGY (384 SEMESTER CREDITS)

Introduction

This is a three-year program designed to prepare students to work professionally as pastors in the Seventh-day Adventist Church and scholars in theology and religious studies regardless of denominational affiliation.

Admission Requirements

Applicants are admitted to the Bachelor of Arts in Theology degree programs by following either of the three pathways:

1. Applicant with form six (direct entry)

- (a) Completed A-Level studies before 2014 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).
- (b) Completed A-Level studies in 2014 and 2015 - Two principal passes (Two Cs) with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B+ = 4; B = 3; C= 2; D = 1).
- (c) Completed A –Level studies from 2016 - Two principal passes with a total of 4.0 points from Two Subjects defining the admission into the respective program (where A = 5; B = 4; C= 3; D = 2; E = 1).

Note: -The Principal or Pass grade at (VI) does not include Religious studies, except for Bachelor of Theology and Bachelor of Arts in Religion.

2. For Equivalent entry

At least four O'-Level passes (Ds and above) or NVA Level III with less than four O'-Level passes or equivalent foreign qualifications as established by either NECTA or VETA; AND

- (a) At least a GPA of 3.0 for Ordinary Diploma (NTA Level 6); **OR**
- (b) Average of C for Full Technician Certificate (FTC) (where A=5, B=4, C=3, and D=2 points); **OR**
- (c) Average of 'B' Grade for Diploma in Teacher Education; **OR**
- (d) A Distinction for unclassified diplomas and certificates. **OR**
- (e) Upper Second Class for classified non-NTA diplomas.

3. Holder of Foundation Program from The Open University of Tanzania (OUT) with the GPA of 3.0 from 6 core subjects and at least a C grade from the three subjects in the respective cluster (arts, science, or Business studies)

Pastoral and Religious teacher professions are highly regarded as sacred professions entered upon through special calls from God. Therefore, admission into Theological and Religious studies is not only based on academic qualifications but also on moral and spiritual standards. On this basis, admitted students are required to submit to the Office of Admissions of the University of Arusha recommendation letters from their respective local church endorsed by the pastor, and field/conference or synod/diocese upon arrival for registration.

Graduation Requirements

To graduate with a Bachelor of Arts in Theology or Bachelor of Arts in Religion degree, the student must have attained:

1. A minimum of 384-semester credits
2. A minimum cumulative GPA of 2.5 in the concentration and minor areas, with at least a C grade.
3. Completion of a major research paper with a minimum of a C grade.

DEGREE REQUIREMENTS (384CREDITS)

General Requirements	57
Concentration Requirements	309
Cognate Requirements	18
Total	384

GENERAL REQUIREMENTS (57 Credits)

Behavioral and Social Science (6 Credits)

EGE 07102 Introduction to Psychology	6
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Humanities (15 Credits)

TGE 07205 Philosophy of Christian Education	9
THT07401 Philosophy of Religion	6

Health and Physical Education (9 Credits)

EGE 07203 Health Principles & Physical Education	9
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Computer Skills & Mathematics (9 Credits)

BGE 07201 Introduction to Information Technology	9
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Languages and Communication (15 Credits)

EGE 07106 Writing Skills	9
EGE 07202 Communication Skills	6

Work Education Program (3 Credits)

EGE 07101 Work Education program	3
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CONCENTRATION REQUIREMENT (288 Credits)

Biblical Studies (54 Credits)

THB 07404 Law and Writings of the Old Testament Studies	12
THB 07305 The Gospels	9
THB 08501 Studies in Daniel	6
THB 08601 Studies in Revelation	6
THB 07103 Biblical Hermeneutics	9
THB 07303 Acts and Apostles I	6
THB 07403 Acts and Epistles II	6

Biblical Languages (60 Credits)

THB 07107	Elementary Greek I	9
THB 07207	Elementary Greek II	9
THB 07307	Intermediate Greek I	9
THB 07407	Intermediate Greek II	9
THB 07306	Hebrew I	9
THB 07406	Hebrew II	9
THB 07102	Biblical Background/Archaeology	6

Historical Studies (18 Credits)

THH 08506	History of the SDA church	9
THH 08602	History of the Christian Church	12

Pastoral Theology (105 Credits)

THP 07206	Introduction to Pastoral Ministry	12
THP 08502	Homiletics	12
THP 07105	Foundations of Youth Ministry and Leadership	12
THP 07205	Literature Evangelism Practicum	9
THP 07401	Christian Marriage and Family	6
THP 07302	Church Music and Worship	6
THP 08507	Missiology and Church Growth	12
THP 08503	Stewardship & Strategic Planning	6
THP 07402	Church Leadership and Administration	12
THP 08505	Evangelism	9
THP 07405	Pastoral Care, Counseling and Ethics	12

Theology and Philosophical Studies (51 Credits)

THT 07304	Theology of the Christian Church	12
THT 07104	Perspectives in Religion	12
THT 08604	Issues in Science and religion	6
THT 08603	Writings and Philosophy of Ellen G. White	9
THT 08607	SDA Distinctive Doctrines	9

COGNATE REQUIREMENTS (21 CREDITS)

THP 08505	Theological Research Methods	9
EDP07301	Instructional Media and Technology	12

BACHELOR OF ARTS IN THEOLOGY PROGRAM STRUCTURE

FIRST-YEAR (129 CREDITS)			SECOND-YEAR (123 CREDITS)			THIRD-YEAR (129 CREDITS)	
SEMESTER ONE	SEMESTER TWO	Field Practic e	SEMESTE R ONE	SEMESTE R TWO	Field practice	SEMESTE R ONE	SEMESTE R TWO
EGE 07101 Work Education Program (6)	EGE 07201 Introduction to Psychology(6)	THP 07205 L I T E R A T U R E E V A N G E L I S M P R A C T I C I C U M	EDP07301 Instruction al Media and Technolog y (12)	THT 07401 Philosophy of Religion (6)	THP074 08 P A S T O R A L F I E L D P L A C E M E N T	THB 08501 Studies in Daniel (6)	THB 08601 Studies in Revelation (6)
THB 07102 Biblical Background/Archaeol ogy (6)	BGE 07201 Introducti on to Information Technology (9)		THP 07302 Church Music and Worship (6)	THP 07402 Church Leadership and Administrati on (6)		THP 08502 Theologica l Research Methods(9)	THH 08602 History of the Christian Church (12)
THB 07103 Biblical Hermeneutics (9)	EGE 07202 Communication Skills (6)		THB 07303 Acts and Epistles I (6)	THB 07403 Acts and Epistles II (6)		THP 08503 Stewardshi p & Strategic Planning (6)	THT 08603 Writings and Philosophy of E. G. White (9)
THT 07104 Islamic and Other World Religion Studies (12)	EGE 07203 Health Principles & Physical Education (9)		THT 07304 Theology of the Christian Church (12)	THB 07404 Law and Writings of Old Testament Studies (9)		THP 08504 Homiletics (12)	THT 08604 Issues in Science and Religion (6)
THP 07105 Foundation of Youth Ministry & Leadership (12)	TGE 07205 Philosophy of Christian Education (9)		THB 07305 The Gospels (9)	THP 07405 Pastoral Care, Counseling, and Ethics (6)		THP 08505 Personal and Public Evangelism (9)	THT 08605 Afric an Traditional Religion (9)
EGE 07106 Writing Skills (9)	THP 07206 Introduction to Pastoral Ministry (12)		THB 07306 Hebrew I (9)	THB 07406 Hebrew II (9)		THH 08506 History of SDA Church (9)	THB08606 Prophets of Israel (9)

THB 07107 Elementary Greek I (9)	THE 07207 Elementary Greek II (9)		THB 07307 Intermediate Greek I (9)	THB 07407 Intermediate Greek II (9)		THP 08507 Marriage and Family(6)	THT 08607 SDA Distinctive Doctrines(9)
						THP 08508 Missiology & Church Growth(12)	
63 Credits	60 Credits	9 Cr	63 Credits	51 Credits	9 Cr	69 Credits	60 Credits
FIRST YEAR (132 Cr)			SECOND YEAR (123 Cr)			THIRD YEAR (129 CREDITS)	

BA THEOLOGY & RELIGION COURSE DESCRIPTIONS

General Requirement Courses

EGE 07102 Introduction to psychology (6 Credits)

This is a basic foundation course, presenting an overview of the science of psychology. Concepts such as perception, consciousness, motivation, emotion, human development, personality, abnormal behavior, social psychology, psychotherapy research methods stress, and health are some areas discussed. Enhancement of thinking and problem-solving skills and self-regulatory mechanism for improving memory and learning are stressed.

EGE 07104 Development Studies (6 Credits)

This course examines aspects and issues in Development Studies as well as philosophy, theory, and practice of development in the selected countries. Particular attention is paid to the factors that stimulate or stifle economic growth and development

TGE 07205 Philosophy of Christian Education (9 Credits)

This course gives a general background to and survey of Philosophy with an emphasis on the educational implications. A historical overview discussion and presentation of philosophy from classical to contemporary tiny is given feature western and African as well as secular and Christian philosophies.

TGE 07301 Christian Beliefs (9 Credits)

The course is designed to help and guide non-theological students in the study of basic Christian biblical teachings. It explores the bible as the source of Christian faith and compares various components of Christian beliefs with it. It also encourages students to grow in Christ and to develop a relationship with Him who is the central theme of the bible.

TGE 07401 Life and Teachings of Jesus (6 Credits)

This is a comprehensive study of the life and teachings of Jesus as unfolded in the four gospels with analytic attention to the gospel writers and their writing in an attempt to reveal the impact of His self-revelation on his Age and ours. It is designed for non-theological students

EGE 07203 Health principles & Physical Education (9 Credits)

A study of physiology, including the principles governing the community and personal health and methods of applying these principles to successful daily living.

It also provides instruction in education based on physical activities theories that promote healthful living and physical fitness as well as knowledge and skills development. This includes skills, methods, and exercises for attaining total muscular and cardio-respiratory fitness, calisthenics, drills, games, basketball, volleyball, running, hurdling, jumping, and exercises.

BGE 07201 Introduction to Information Technology (9 Credits)

This course covers basic principles of computer technology in managing business information and programming. This includes Computer history, types, ethics, hardware, components of computer architecture, peripherals, software types of office systems, and computer application. Operating systems: Basics of MS-DOS and MS-Windows including Power-On self-test procedures, booting, file operations, directories, sub-directories, file processing, backup techniques, basic settings, and other miscellaneous functions such as information technology, terminology, presentation of data, type of processing, and basics of office systems analysis. Application Software: Concepts of word processing, spreadsheet, and communication; basics of programming using beginner language programming languages.

EGE 07106 Writing Skills (9 Credits)

This course is designed for the development of writing skills as pertains to the use of Current Standard English as well as the development of the ability in writing research papers and book reviews.

The course provides students with practice in language usage through the discussion of language appreciation, reading of well-written samples, discussion of these samples as to the meaning and rhetorical methods, application of these methods to individual writing tasks, student and teacher evaluation, and criticism of paper and practice in revision. Students are also exposed to fine techniques of research writing and critical writing.

As English is the second language for most of the students, a considerable amount of time will also be devoted to grammar, vocabulary development, spelling, and mechanics.

EGE 07202 Communication Skills (6 Credits)

Study of human communication process focusing on the individual communication with one another in small groups and a public communication system. The course provides students with skills in speech preparation and presentation, both as individuals and as a team. Students also have an opportunity to do oral and written critical evaluations of fellow students' speeches.

EGE 07203 Work Education Program (3 Credits)

Work education program aims at involving students in labor that helps students value the dignity of work such as carpentry, farming, building, repair, and construction, gardening, environmental preservation, etc. It is under the direction of a member of the faculty or staff. Reference material on the work being performed will be assigned regularly and regular written reports turned in as required.

BIBLICAL STUDIES (60 CREDITS)

THB 07406 Law and Writing of the Old Testament (9 Credits)

This course is a survey of the Pentateuch, Historical Books, Psalms, and Wisdom Literature with an emphasis on those historical events which bear upon God's unfolding plan to serve humankind. Selected themes with salvific implications are explored especially as books of the Old Testament are surveyed.

THB 08606 Prophets of Israel (9 Credits)

Prophets of Israel survey the prophetic history, pre-writing figures, and the books of the writing prophets from the eighth century BC of the Neo Assyrian period to the end of the Old Testament prophetic canon. It deals with both the early and later prophetic activities in the nation of Israel. It covers all prophetic books that appear between Isaiah to Malachi in the Hebrew Canon. The course explores the historical settings and messages of individual prophets and examines possible impacts on contemporary Christian churches.

THB 07305 The Gospels (9 Credits)

This is a detailed study of the Gospels as they describe Jesus, His life, and His ministry. It would seek to analyze the Gospels by looking at the historical settings, authorship, literary genre, and themes of some major discourses in the Gospel. It would explore the peculiarity of each Gospel and its contribution to the whole picture of the life and ministry of Jesus within the world of the New Testament. It would also seek to apply the impact of Jesus and his works to our world today.

THB 07308 Acts and the Epistles I (6 Credits)

The course covers a detailed examination of the exciting stories of first-generation Christians as they struggled to spread their faith. It would analyze the historical settings, authorship, and theme of each book covered. Students will study the books of Acts, Pauline early epistles I and II Thessalonians, I and II Corinthians and Galatians; the book of Romans, the Prison Epistles, Pastoral Epistles, General Epistles, and Hebrews. Major Pauline themes such as the problem of sin, justification through faith, and salvation by grace and the law will be discussed.

THB 07407 Acts and the Epistles II (6 Credits)

The course covers a detailed examination of the exciting stories of first-generation Christians as they struggled to spread their faith. It would analyze the historical settings, authorship, and theme of each book covered. Students will study the books of Acts, Pauline early epistles I and II Thessalonians, I and II Corinthians and Galatians; the book of Romans, the Prison Epistles, Pastoral Epistles, General Epistles, and Hebrews. Major Pauline themes such as the problem of sin, justification through faith, and salvation by grace and the law will be discussed.

THB 08502 Apocalyptic Studies (12 Credits)

The course is a study of apocalyptic prophecies in the books of Daniel and Revelation. It would cover the historical background, content, genre construction of and interpretation of apocalyptic literature. There is an emphasis on interpreting the apocalyptic imagery and symbolic prophecies of this biblical apocalyptic literature.

THB 07103 Biblical Hermeneutics (9 Credits)

This course is the study of history, prepositions, theories, principles, methods, and issues in Biblical interpretation and understanding. A Seventh-day Adventist understanding approaching hermeneutics is developed and put the context of various hermeneutics models that have shaped contemporary theologies. An introduction to exegesis and a discussion of different uses of the Bible emphasizes the many functions and the importance of the appropriate study of Biblical text.

BIBLICAL LANGUAGES (54 CREDITS)

THB 07107 Elementary Greek I (9 Credits)

This course is a study of New Testament Greek with the prime objective of acquiring foundational knowledge of grammar and basic vocabulary, to enable the student to read and translate simple Greek New Testament texts.

THB 07407 Elementary Greek II (9 Credits)

The course is a further study of Greek vocabulary, grammatical concepts, and syntax. The main objective is to help students acquire a thorough grammatical foundation for reading Greek and exegesis done in the intermediate Greek courses and to master aspects of the Greek New Testament. (Pre-requisite: BBL121 Elementary Greek I)

THB 07307 Intermediate Greek I (12 Credits)

The course builds upon what the student learned in Elementary Greek. It is intended to enable the student to recognize functional relationships among words, phrases, and clauses (syntax) used by various Greek New Testament writers. This will prepare the student for biblical exegesis work. It would strengthen the student's grasp of the previous vocabulary, and add new vocabulary. Assignments will include reading, memorization, grammatical diagrams, translation, and grammatical analysis of various New Testament texts

THB 07407 Intermediate Greek II (9 Credits)

This is a continuation of the BIBL 201 Intermediate Greek I course. It prepares a student to write New Testament exegetical papers and sermons by exposing him to grammatical methods of Bible study. In this class, the student takes a section from the Greek New Testament through the twelve step-methods of exegesis and exposition.

THB 07306 Hebrew I (9 Credits)

This course is designed to introduce students to the elements of classical Old Testament Hebrew. The course guides through the study of Hebrew alphabets, basic vocabulary, introductory grammar, and syntax to help students to master the foundational aspects of biblical Hebrew.

THB 07406 Hebrew II (9 Credits)

This course is a continuation of Biblical Hebrew (BIBL- 231). Its main objective is to advance a student through the rest of the study of basic vocabulary, grammatical concepts, and syntax to offer students to acquire mastery of the foundational aspects of the language and Hebrew exegesis.

THEOLOGICAL AND PHILOSOPHICAL STUDIES 63 CREDITS

THT 07304 Theology of the Christian Church (12 Credits)

This course is a systematic study of the Biblical doctrines of the Christian church. It is a presentation of major biblical doctrines including revelation, inspiration, God, Christ, the Holy Spirit, creation, and the Sabbath, humanity, sin, salvation, the church, and last-day events.

THT 08607 SDA Distinctive Doctrines (9 Credits)

This course is a study of peculiar doctrines taught by the Adventists. It includes biblical doctrines such as Sanctuary, Christ's priesthood, Investigative Judgment, etc. Its object is to let the learners understand and analyze these doctrines about their biblical basis.

THT 07106 Perspectives in Religion (12 Credits) situation

This course is a comprehensive study of the history of the rise of world religions. The course surveys the fundamental beliefs, practices, and their major implications on Christianity. It covers the historic

difference between world religions and Christianity and the missiological implications of rapport building between Christianity and other world religions. *Pastoral-leadership and Missio Dei* challenges of nurturing and equipping other religious background believers as a vital knowledge for the practical theologian working in religious community is studied.

THT 08604 Issues in Science and Religion (6 Credits)

The course is an introduction to some of the scientific Issues on Religion. The purpose is to expose the student to the relationship of scientific information and theories to biblical revelation with emphasis on how science is to be understood within the context of religion and biblical revelation. The study will examine the theories of the fossil record, fixity and change, the biblical flood, the extinction of species, and the relevance of the doctrine of creation.

THT 08603 Writings and Philosophy of E. G. White (9 Credits)

This course is a study of the nature and purpose of the writings of Ellen G. White and the principles that govern their interpretation. It would seek to explore the nature of God's revelation and communication through human vessels and historical circumstances that led to some of her writings.

THT 08604 African Theological Thought (9 Credits)

The course surveys systematically the whole range of religious themes from the African perspectives. Its emphasis is on what it means, to think theologically as an African and then examine the contribution of African Christian theology. Each of its themes will take the form of definitions of atopic surveying its basis on the history of Christianity in Africa. There will be a summary of its contemporary discussion in Africa and its interpretation from the Christian perspective.

PASTORAL THEOLOGY (93 CREDITS)

THP 08507 Marriage and Family (6 Credits)

This course explores the purpose for which God instituted marriage. The study leads a student through factors that lead to stable marriages. It discusses the basics of family life, the cultural influences on the family, intimacy in marriage, conflict management, and parenthood relationship. Special emphasis is placed on the Christian home in an African context.

THP 07205 Literature Evangelism Practicum (9 Credits)

A student majoring in Theology and religion is required to engage in practical literature evangelism for three months or 320 contract hours of canvassing ministry. The seminar will be given in class and will be awarded a grade. However, the final grade will be recorded after the completion of the practicum part. The practicum requirement may be waived when the student produces a certified letter from a conference or field Publishing Director that he or she has been an active literature evangelist.

THP 07206 Introduction to Pastoral Ministry (12 Credits)

This course introduces the student to the Theological and practical aspects of Pastoral Ministry. It exposes the student to the various aspects of Pastoral functions and equips him or her with the vital tools that may enhance his or her pastoral work in contributing toward an effective and efficient pastoral leadership. The course evaluates critically or various issues in the practice and theory of Pastoral Ministry that includes proclaiming, leading, and shepherding in the context of the local church life. It also introduces roles taken by various local church departments for the functioning of the church as a whole. Students will be encouraged to reflect on and critically examine their Pastoral calling to ascertain whether they are divinely called to serve as pastors.

THP 08507 Missiology and Church Growth (12 Credits)

This is the study of the Biblical theology of mission, and how it affects church growth in an

African context. It would explore various philosophies of mission including S.D.A philosophy, and the strategic implementation of such in given cultural settings. From theological, anthropological, and intercultural perspectives of missions, the student will develop his or her missiological position that would seek to foster church growth and expand the possibility of successful church planting.

THP 08502 Homiletics (12 Credits)

This course introduces the student to the theory and practice of topical sermon preparation and delivery; and biblical preaching with an emphasis on the preparation, construction, and delivery of expository sermons. It intends to equip the student pastor with skills, principles, and methods of the art and science of sermon construction and the development of the theology of preaching. The course examines and identifies basic classifications of sermons and how to deliver them effectively. Classroom and church preaching practicum and evaluation will be conducted to enhance the skills.

THE 08503 Stewardship and Strategic Planning (6 Credits)

The course is designed to help the student understand and apply Biblical principles of stewardship to the current African Christian Church. It views stewardship and self-reliance as an integral part of Christian living. It equips the student with skills and knowledge of leading the church into a yearly process of stewardship strategic planning.

THP 07103 Introduction to Christian Ethics (6 Credits)

This course discusses some of the ethical and moral issues facing Christians in their daily lives. It is offered on the assumption that the basic characteristic of an ethic is derived from the knowledge of God. This significantly affects students' decision-making for personal, social, professional, economic and political issues as they engage in life and work within the communities they will be serving.

THP 07402 Church Leadership and Administration (12 Credits)

The course combines the study of pastoral leadership and church administration. It aims to equip the student with leadership and administration skills that help the pastor to lead, manage and guide the church in good decision making and fulfilling its purpose. Various leadership, management, and organizational theories and models and their implications for church leadership and administration are examined.

THP 08505 Personal and Public Evangelism (9 Credits)

This course is a study of the theoretical principles and procedures of personal and public evangelism. The student will be equipped with skills in leading someone to Christ, appealing for personal decisions for Christ, methods of conducting Bible study, personal visitation, planning, budgeting, and advertising for public evangelism among others. The course examines the biblical perspective of the priesthood of all believers and how to involve the laity in evangelism by using their spiritual gifts. The course is followed by fieldwork in public evangelism off-campus.

THP 07405 Pastoral Care, Counseling and Ethics (12 Credits)

This course is a basic introduction to the theory and practice of pastoral care and counseling with an emphasis on their theology, principles, and procedures in a Christian setting. The course combines biblical principles and major counseling theories that develop good interpersonal relationships and enhance the constructive resolution of conflicts in the context of shepherding the congregation. It is designed to equip the student with practical pastoral care and counseling skills and techniques that will enrich his or her role as a pastoral counselor and minister of reconciliation within an African context. Students will participate in classroom counseling role plays or other actual counseling sessions to apply techniques and skills learned in class.

THP 07302 Church Music and Worship (6 Credits)

This course introduces students to the theological and practical elements of church worship and music. The course is divided into two sections: the worship section and the music section. The sections intend to assist the student to develop the skills and knowledge necessary to construct and lead creative and effective worship and music services in the local church. The course aims also to prepare pastors who can design and implement creative church worship services, prayer meetings, and other services.

THP 07107 Foundations of Youth Ministry & Leadership (12 Credits)

This course is designed to equip students with the knowledge and skills for successful, Youth Ministry leadership in the family, local church school, college/university, and community. It is also designed to take to meet the requirements of the Youth leadership course. The special examination will be given to the possible influence of the family, school, and society, and church environments on the developmental stages of the young people from a multicultural Christian perspective.

THP 07408 Pastoral Field Placement (9 Credits)

This is a practicum course in which a student is required to spend three months of active pastoral work in an urban local church under the supervision of an experienced, trained ordained minister. The Department of Theology, in collaboration with local conferences/fields, will identify qualified pastors and churches or districts where these students will be placed. The student will be required to actively perform ministerial functions in the areas of worship, pastoral care, evangelism, leadership, management, preaching, teaching, storytelling, pastoral counseling platform decorum. Students are required to prepare and submit to their supervisors' journal reports about pastoral activities, experiences and reflections at the end of the placement. Further, the Pastor of the church where the student is placed will be required to fill in an evaluation form to rate the student under his supervision for his overall performance in assigned pastoral responsibilities.

HISTORICAL STUDIES (21 CREDITS)**THH 08506 History of the SDA Church (9 Credits)**

This attempts to acquaint the students with the History of the Seventh–Day Adventist Church from the Millerite movement in which it had its birth, to the present. The course also gives the student a chance to see how Adventists began in East Africa, Central Africa, Other African lands, and especially in Tanzania. The emphasis will be missiological strategies, ecclesiastical changes, and hermeneutical progress made during pre and after the independence and even in the 21st century.

THH 08602 History of the Christian Church (12 Credits)

The course surveys the history of the Christian Church from the birth of Jesus Christ to modern denominations and worldwide mission expansions, and the ecumenical movement

TEACHING PROFESSIONAL CORE COURSES (12 CREDITS)

REP 07306 Religion Teaching Methods (2 CREDITS)

This course deals with selected methods and instructional aids used in religious education in secondary schools. Students will be taught how to develop schemes of work and lessons plans that incorporate creative methods of teaching religion addressing cognitive, affective, and psychomotor domains of instruction. Methods to be discussed will include inductive and deductive teaching, lecture, discussion, group discussion, question and answer, study groups, panel, role-playing, project, assignment, expository, and topical. The relevance of teaching religious values in modern society is stressed.

EDP 07302 Curriculum Development (10 Credits)

Curriculum development is a course intended to introduce student teachers to the foundations and principles of curriculum development. Parties of it include curriculum theory, types of curriculum, models of curriculum development and components of curriculum development in Tanzania will be reviewed.

EDP 08503 Education Statistics, Measurements and Evaluation (6 Credits)

This course looks at educational tests, measurement and evaluation, their nature, and functions, including the use and construction of essay and objective tests.

REP07808 Religion Teaching Practice (12 Credits)

The course is designed to prepare students for maximum practical and professional training in the field of education. It provides practical experience through participation and observation with the support of the institutions to which the students are attached in collaboration with the University of Arusha.

EDP 07202 Teaching Practice Method I (9 Credits)

The course is designed to prepare students for maximum practical and professional training in the field of education. It aims to provide professional skills that are acquired through planned programs to meet and satisfy the needs of the profession as well as the environment for which the students are being prepared. It is training and learning process for the teacher education students, hence they are expected to utilize fully the theories they learn at the University through practice at the respective schools where they do their teaching practice.

REP 07107 Studies in Bible Knowledge (9 Credits)

This course introduces the student to the NECTA curriculum of "O" Level Bible Knowledge that is used in the Tanzanian Secondary Schools. It discusses its components and features. The student will learn the basic Bible knowledge that will be imparted to the students at the secondary school level.

REP 07204 Studies in Divinity (10 Credits)

This course introduces the student to the NECTA advanced curriculum of Divinity that is used in Tanzanian High Schools. It discusses its components and features. The student will learn advanced Bible Knowledge and Morals that will be imparted to them at the high school level.

COGNATES (9 CREDITS)

THB 08502 Theological Research Methods (9 Credits)

This course introduces students in theology and religion to principles of scientific research methodologies which can be used to solve theological, religious, and social issues both in the academic world and in the community they will be serving. At the end of the course, the student will undertake independent study under guidance of a supervisor who will be responsible for advising and instructing the student in matters of research method as well as the content. In consultation with the supervisor, the student will continue to work on the previously submitted proposal to help him/her collect and interpret data gathered from the selected field. It should be noted that the supervisor will be chosen by the department according to the field of study.

EDP07301 Introduction Media and Technology (12 Credits)

This course examines the importance of educational technology in the teaching and learning process. These lesson and preparation of various media are studied including chalkboard, display board, graphics materials, projectors, videotape recorders, etc.

GRADING SYSTEM FOR DEGREE PROGRAM

Classification of Degrees

For the purpose of final classification of degrees and where applicable, a five-point system is used in averaging the final grades. The letter grades will be assigned points as follows:

Percentage	70-100	60-69	50-59	40-49	35-39	00-34
Grade	A	B ⁺	B	C	D	F
Points	5	4	3	2	1	0

I. BASIC TECHNICIAN CERTIFICATE IN THEOLOGY

The Basic Technician Certificate in Theology is a one year program designed to prepare applicants to serve as church planters in different communities within East and Central African and also to access to Technician Certificate in Theology that will qualify them for admission to the Ordinary Diploma Program (NTA6).

Objective of the Program

The objective of Certificate in Theology program is to impart skills for church planting and evangelism to students. It is also designed to qualify candidates for Technician Certificate (NTA5) in Theology program.

Entry Requirement

Applicants should hold a Certificate of Secondary Education Examination (CSEE) of "O" level with at least four passes (D's).

This means that any passing from any subject is acceptable.

Program Course Requirement 120

Credits

General Language 6

EGE0410 Elementary English 6 Credits

Biblical Studies 21 Credits

THB04101 Biblical Themes 12 Credits

THB04102 Methods of Bible Study 9 credits

Theological Philosophy 33 Credits

THT04201 Foundation of Christian Faith 12 Credits

THT04205 Adventist - Muslim Relations 12 Credits

THT04206 Culture and Religion in Tanzania 9 Credits

Pastoral Theology 54 Credits

THP04103 Basics of Evangelism 12

Credits THP04105 Principles of Local Church Administration 12

Credits THP04203 Basics of Missions 9

Credits

THP04105 Dimensions of Church Growth 12 Credits

THP04202 Guidelines to Preaching 9 Credits

Historical Studies 6 Credits

THH04204 SDA Heritage 6 Credits

TOTAL 120

PROGRAM STRUCTURE

SEMESTER I	CR	SEMESTER II	CR
EGE04101 Elementary English	6	THT04201 Foundation of Christian Faith	12
THB04102 Methods of Bible Study	9	THP04203 Basics of Missions	9
THB04101 Biblical Themes Survey	12	THP04202 Guidelines to Preaching	9
THP04103 Basics of Evangelism	12	THH04204 SDA Heritage	60
THP04105 Principles of Local Church Administration	9	THT04206 Culture and Religion in Tanzania	12
THP04104 Dimensions of Church Growth	12	THT04205 Adventist - Muslim Relations	12
TOTAL	60	TOTAL	60

PROGRAM COURSE DESCRIPTION

GENERAL LANGUAGE 6 CREDITS

EGE0410 Elementary English (6 Credits)

This is a course designed to provide students with a sound, comprehensive knowledge of the vocabulary and conventions of English grammar, punctuation, and sentence structure. This provides a review of grammar, writing skills and correspondence. It focuses on usage, the mechanics of a sentence, spelling, and a general review of grammatical problem both speech and writing. The focus will be on the common errors in writing and speech that face students who take English as their second language.

Biblical Studies (21 Credits)

THB04101 Biblical Themes Survey (12 Credits)

The course is a general survey of the bible. It will give an overview of the bible and its books and introduce the student to inspiration and transmission of the bible.

THB04102 Methods of Bible Study (9 credits)

The course discusses the nature of the Bible and surveys various methods of studying the Bible. It will also introduce the student to basic principles of biblical interpretation.

Theological Philosophy (36 Credits)

THT04201 Foundation of Christian Faith (12 Credits)

This is course is designed to aid and guide students in pursuit of a double objective: first, to introduce them to Bible teachings and second, to encourage students in a growing satisfying relationship with Christ who is the theme of the Bible.

THT04205 Adventist - Muslim Relations (12 Credits)

This is an introductory course to Adventists and Muslims Relations seeks to build positive bridges with the world of Islam and to share our unique end-time truths with them in a way that is both affirming and life changing.

THT04206 Culture and Religion in Tanzania (12 Credits)

A study is designed to enlightened students on the basic beliefs and cultural practices of African traditional. Furthermore the course provides the general knowledge of presence, basic teachings and practices and contributions in their societies.

Pastoral Theology (51 Credits)

THP04103 Basics of Evangelism(12 Credits)

The objective of the course is to equip students with strategies necessary in fulfilling the mandate of the great commission in preparing men and women for eternal salvation. Basic approaches and right strategies in the subject are explored.

THP04105 Principles of Local Church Administration (9 Credits)

The focus of this course is the administration and leadership at the local church. It will also survey the Seventh Day Church organization from the local church to the General Conference. The course will look into the organization of company and a local church and a conference and its role in administering a local church. More emphasis will be on the functions of the local church and the role of departments and its leaders.

THP04203 Basics of Missions (9 Credits)

This course seeks to improve students' skills in spreading the gospel to different cultural settings.

THP04104 Dimensions of Church Growth (12 Credits)

The course introduces students to the basic principles of church growth and aims at giving participants skills necessary for spread of the gospel and effective means to win souls.

THP04202 Guidelines to Preaching (9 Credits)

The course introduces students to the basics of sermon preparation and delivery.

Historical Studies (6 Credits)

THH04204 SDA Heritage(6 Credits)

This course gives an overall view of the Seventh-day Adventist Church Heritage. It will depict various phases of the church heritage, following a chronological order.

GRADING SYSTEM

SN	SCORE RANGE	GRADE	GRADE POINT	DEFINITION
1	80-100	A	4	Excellent
2	65-79	B	3	Good
3	50-64	C	2	Pass
4	40-49	D	1	Poor
5	0-39	F	0	Failure
6	-	I	0	Incomplete
7	-	Q	0	Disqualify

II. TECHNICIAN CERTIFICATE IN THEOLOGY

(NTA5) Introduction

The Technician Certificate (NTA5) in Theology is a one year program that allows the learner to work towards an ordinary diploma (NTA6) qualification. It is intended to enhance the provision of the service skill that meets the standard of service excellence in pastoral ministry.

Objective

The Objective of Technician Certificate in Theology is to qualify candidates for Ordinary Diploma (NTA6) in Theology program. This will prepare the learners with a pathway to proceed to higher levels in the Pastoral ministry occupation. The specific objective of the Technician Certificate in Theology program is to impart skills for learners to carry out the functions of pastoral ministry.

Entry Requirement

The minimum entry requirement to the Technician Certificate (NTA5) in Theology is that the applicants should hold

- a) Basic Technician Certificate (NTA 4) in Theology or other fields from University of Arusha or other government recognized institution OR
- b) Possession of form 6 Advanced Level Certificate of Secondary Education with at least one (1) principle pass, and a subsidiary in any subject.

This means that certificate from any field is acceptable as long as it is offered from a recognized institution by government or from outside the country.

Completion Requirements

A student must have taken a minimum of 120 Credit Hours per programme with an overall GPA of 2.00 in all courses taken towards a Technician Certificate in Theology with no grade less than C to complete the program.

PROGRAM COURSE LIST

GENERAL LANGUAGE		(6 CREDITS)
EGE05101	English Skills	6
BIBLICAL STUDIES		(42 Credits)
THB05101	Old Testament Survey	12
THB05201	New Testament Survey	12
THB05102	Themes in the Book of Daniel	9
THB05202	Themes in the Book of Revelation	9
THEOLOGICAL PHILOSOPHY STUDIES		(24 CREDITS)
THT05103	Introduction to Christian Beliefs	12
THT05105	African Traditional religions	12
PASTORAL THEOLOGY		(48 Credits)
THP05204	Introduction to Evangelism	12
THP05203	Introduction to Homiletics	9
THP05206	Local Church Leadership and Administration	9
THP05104	Principles of Church Worship	9
THP05205	Principles of Church Music	9
TOTAL		120

TECHNICIAN CERTIFICATE IN THEOLOGY PROGRAM STRUCTURE

SEMESTER I	CR	SEMESTER II	CR
EGE05101 English Skills	6	THB05201 New Testament Survey	12
THB05101 Old Testament Survey	12	THB05202 Themes in the Book of Revelation	9
THB05102 Themes in the Book of Daniel	9	THP05204 Introduction to Evangelism	12
THT05103 Introduction to Christian Beliefs	12	THP05203 Introduction to Homiletics	9
		THP05206 Local Church Leadership and Administration	9
THP05104 Principles of Church Worship	9	THP05205 Principles of Church Music	9
TOTAL	60	TOTAL	60

PROGRAMME COURSE

DESCRIPTIONS GENERAL:

LANGUAGES (6 CREDITS)

EGE05101 English Skills (6 Credits)

This course focuses on the four language skills: listening, speaking, reading, and writing while developing students' vocabulary and grammatical structures. It is also designed to improve student's critical thinking skills, research skills, self-discipline, and time management.

BIBLICAL STUDIES (42 Credits)

THB05101 Old Testament Survey (12 Credits)

This introductory course surveys the introductory issues of the Old Testament, its historical and cultural context, development, and a brief outline of each book of the Old Testament. The course introduces students to the theme and content of the Old Testament books and traces the idea of Gods covenant with the Israelites.

THB05201 New Testament Survey (12 Credits)

The course covers the historical and literally issues relating to the formation of the New Testament text. It is not intended for hermeneutical ends but to introduce students to the world of the New Testament that they me be aware of the circumstances that shaped the New Testament authors' views. It will cover issues of authorship, literary genres, audience, general outline and issues discussed in each of the books beginning with the Gospels, Acts, Pauline Epistles, Hebrews and Pastoral Epistles.

THB05102 Themes in the Book of Daniel (9 Credits)

A study of the background, content, genre construction of an interpretation of apocalyptic literature with emphasis on interpreting the apocalyptic imagery and symbolic prophecies of the book of Daniel

THB05202 Themes in the Book of Revelation (9 Credits)

This is a study of the background content and interpretation of the New Testament apocalypse. The emphasis is on the imagery and symbolic interpretation of the book of Revelation.

THEOLOGICAL PHILOSOPHY STUDIES (24 Credits)

THT05103 Introduction to Christian Beliefs (12 Credits)

Christian Beliefs is designed to help students to appreciate the Bible as both the source and authority of Christian doctrines. It also serves to show how each doctrine is related to the central theme of the Bible, the theme of salvation through Christ.

THT05105 Africa Traditional Religions (12 Credits)

This course explores the nature of the Africa traditional religious response and introduces the their views, ethics, and practices. In addition, the course examines contemporary issues which are currently relevant to African traditional religions.

PASTORAL THEOLOGY (48 Credits)

THP05204 Introduction to Evangelism (12 Credits)

This course focuses on how to share one's faith and teach others to do the same as part of a church ministry. The course is intended to equip students with basic principles and appropriate approach necessary in fulfillment of the "Great Commission" mandated by Lord Jesus Christ of bringing men and women to the foot of the Cross. The study will not only provide meaningful techniques

on how to win soul for God’s eternal kingdom but also what are the necessary preparation to be laid down before open evangelistic meetings are to be effectively conducted.

THP05203 Introduction to Homiletics(9 credits)

This course introduces the student to the theory and practice of topical sermon preparation and delivery.

THP05206 Local Church Leadership and Administration (9 Credits)

This course looks on the biblical basis of local church leadership and administration. It aims to equip the student with leadership and management skills.

THP05104 Principles of Church Worship (9 Credits)

This course introduces students to the theological and practical elements of church worship. It aims to prepare students to design and implement creative church worship services, prayer meetings and other services.

THP05205 Principles of Church Music (9 Credits)

The central objective of this course is to make students understand the impact and importance of Music in Worship as well as in Christian life. The Course is expected to inform learners, what God says about Music, the effect of Music upon the mind, body and spirit. It is also meant to help students to differentiate between the secular and Christian Music and their impact in character development and thus make a right choice of Music that is recommended fit for the body mind and soul.

GRADING SYSTEM

SN	SCORE RANGE	GRADE	GRADE POINT	DEFINITION
1	80-100	A	4	Excellent
2	65-79	B	3	Good
3	50-64	C	2	Pass
4	40-49	D	1	Poor
5	0-39	F	0	Failure
6	-	I	0	Incomplete
7	-	Q	0	Disqualify

III. ORDINARY DIPLOMA (NTA 6) IN

THEOLOGY Introduction

The Ordinary Diploma (NTA6) in Theology is a progression program from Technician Certificate (NTA5) in Theology. It is a one year program that allows the learner to accomplish Diploma and wishes to join the Bachelor degree. It serves as a link program for individuals who aspire to serve their churches as pastors and/religion teachers.

Objective

The main objective of this Ordinary Diploma in Theology is to enable prospective candidates to attain the equivalent of A Level of academic qualifications that will give them access to a Bachelor of Art in Theology and Religion at the University of Arusha.

Entry Requirement

The only entry requirement to the Ordinary Diploma in Theology is possession of Technician Certificate (NTA Level 5) in Theology or any other relevant field from University of Arusha or other government recognized institutions.

Completion Requirements

A student must have taken a minimum of 120 Credit Hours per programme with an overall GPA of 2.00 in all courses taken towards a Ordinary Diploma in Theology with no grade less than C to complete the program.

PROGRAM COURSE LIST

BIBLICAL STUDIES

(12 Credits)

THB06401 Concept of Biblical Interpretation 12

THEOLOGICAL PHILOSOPHY STUDIES

(21 CREDITS)

THT06305 Introduction to World Religions 12

THT06405 Christian Muslim Relation 9

PASTORAL THEOLOGY

(87 Credits)

THP06301 Introduction to Youth Ministry 9

THP06302 Foundation of Church Growth 9

THP06303 Pastoral Ethics 9

THP06304 Local Church Finance and Strategic Planning 12

THP06306 Issues in Ministry 9

THP06402 Principles of Christian Marriage 9

THP06403 Christian Counseling 12

THP06404 Christian Entrepreneurship 9

THP06406 Pastoral Practicum 9

TOTAL

120

ORDINARY DIPLOMA IN THEOLOGY PROGRAM STRUCTURE

SEMESTER I	CR	SEMESTER II	CR
THP06301 Introduction to Youth Ministry	9	THB06401 Concept of Biblical Interpretation	12
THP06302 Foundation of Church Growth	9	THP06402 Principles of Christian Marriage	9
THP06303 Pastoral Ethics	9	THP06403 Christian Counseling	12
THP06304 Local Church Finance and Strategic Planning	12	THP06404 Christian Entrepreneurship	9
THP06306 Issues in Ministry	9	THT06405 Christian Muslim Relation	9
THT06305 Introduction to World Religions	12	THP06406 Pastoral Practicum	9
TOTAL	60	TOTAL	60

PROGRAMME COURSE

DESCRIPTIONS GENERAL:

LANGUAGES (6 CREDITS)

BIBLICAL STUDIES (54 Credits)

THB06401 Concepts of Biblical Interpretation (12 Credits)

This course is designed to give students skills in basic biblical interpretation.

THEOLOGICAL PHILOSOPHY STUDIES (45 Credits)

THT06305 Introduction to World Religions (12 Credits)

This course explores the nature of the religious response and introduces the world views, ethics, practices, and beliefs of the five major world religions: Christianity, Islam, African Tradition Religion, Judaism, Hinduism, Buddhism, and Zoroastrianism. A brief overview of the origin and development of each religion is included. In addition, the course examines contemporary issues which are currently relevant to each of the major religions. As well as providing an introduction to each of these religions the course will give an introduction to the study of religion, the variety of Christian responses to other religions and the challenges posed by pluralist societies, secularism and fundamentalism.

THT06405 Christian Muslim Relations (9 credits)

Christian Muslim Relations seeks to build positive bridges with the world of Islam and to share our unique end-time truths with them in a way that is both affirming and life changing.

PASTORAL THEOLOGY (141 Credits)

THP06302 Foundation of Church Growth(9 Credits)

This course stimulates the need of carrying on the Great Commission given by Jesus to His followers. It develops the awareness of the importance of church planting in the minds of the students. And finally, it provides techniques of planting churches based on Christ's methods.

THP06303 Pastoral Ethics (9 Credits)

The course introduces the students to standards of moral behavior expectations for the pastor.

THP06301 Introduction to Youth Ministry(12 Credits)

This course is designed to equip students with knowledge and skills for successful youth ministry leadership in the home, local church, school, and college/university, or in any other youth leadership capacity in community. Special attention will be given to possible forces that can influence the youth developmental stages.

THP06402 Principles of Christian Marriage (9 Credits)

This course explores the purpose for which God instituted marriage. The study leads a student through principles that lead to stable marriages. It discusses the basics of marriage, the cultural influences on the marriage, intimacy in marriage, and conflict management. Special emphasis is placed on the Christian marriage.

THP06403 Christian Counseling (12 Credits)

This course is intended to bring awareness and knowledge of basic principles of counseling in Christian point of view based on the biblical rationale. The course provides technical skills and

appropriate approach practical in different age groups: i.e., the early teens, the youth and the elderly folks. The course will also give a right approach in dealing with family issues, Christian living and a right method in dealing with different issues in the right way.

THP06304 Local Church Finance and Strategic Planning (12 Credits)

The course is designed to help students to understand and apply biblical principles of stewardship and to explore strategic leadership through discussion of vision, mission, and values. It both lays down principles of church finance as used in the Old Testament and New Testament to support God's work and integrates these principles to modern society and it examines how a clear, compelling vision can move individuals and organizations toward desired goals and evaluates strategies that translate vision and mission into action. It further examines the relationship in organizations between planning strategies and their impact on performance and goal attainment.

THP06306 Issues in Ministry (9 Credits)

This course is designed to discuss various issues in the ministry such as women ministry and ordination; creation vs. evolution; the literal day etc.

THP06404 Christian Entrepreneurship (9 Credits)

This course is designed to educate students on small business running to prepare them for the real world experience without employment. It also entails some Christian ethical values that they need for honesty and faithfulness in business.

THP06406 Pastoral Practicum (9 Credits)

This course is a practicum in local church setting to give the student an experience pastoral ministry. The student will be put under guidance of experienced minister who will introduce him to various ministerial activities as requested by the faculty.

GRADING SYSTEM

SN	SCORE RANGE	GRADE	GRADE POINT	DEFINITION
1	70-100	A	5	Excellent
2	60-69	B+	4	Very Good
3	50-59	B	3	Good
4	45-49	C	2	Average
5	40-44	D	1	Poor
6	0-39	F	0	Failure
7	-	I	0	Incomplete
8	-	Q	0	Disqualify

MINISTERIAL LAY PROGRAM

The Faculty of Theology and Religious Studies of the University of Arusha also run the Ministerial Lay Program. All laities are encouraged to join this program for the sake of our church growth.

Language of Instructions: English/Swahili

Duration: Six Months

Terms: Three Sessions

Awards: Certificate of Attendance & Transcript

Weeks per Session: 8 (2 Months)

Total Hours: 324

Aim:

1. To help the laity to develop a strong relationship with God by exposing them to the word of God, reaching to the depth of Jesus' saving grace.
2. To equip the laity so that they may have skills/Knowledge that will help them to serve the Lord based on the doctrines of the Seventh-day Adventist Church.
3. To increase the workforce in the ministry.

Entry Qualifications:

1. Should be a church member with good standing.
2. Should be recommended by their respective local Churches and Conferences.
3. Should be at least standard seven and above.
4. Should be able to read and write Swahili or English.

Duration of the Program: Six months in a year for three secessions as follows;

1. The first session starts in January up to February
2. The second session starts in March up to April
3. The third session starts from May up to June.

The Curriculum for the Ministerial Lay Program

SESSION ONE (JAN –FEB)			
CODE	COURSE TITLE	TYPE	HOURS
HUG0311	BASIC SKILLS IN ENGLISH	G	12
SCG0311	BASIC PRINCIPLES IN HEALTH	G	12
MLP0321	FUNDAMENTAL IN CHRISTIAN WORSHIP AND MUSIC	C	24
BUG0326	ELEMENTARY ACCOUNTING	C	12
HUG0312	STUDIES IN KISWAHILI	G	12
MLP0311	BASIC CHRISTIAN ETHICS AND COUNSELING	C	24
FINAL EXAMINATIONS			
TOTAL			96
SESSION TWO (MAR-APR)			
CODE	COURSE TITLE	TYPE	HOURS
BUG0311	BASIC SKILLS IN COMPUTER	G	12
HUG0313	ESSENTIALS COMMUNICATION SKILLS	G	24
MLP0335	MINISTRIES OF THE CHURCH	C	24
MLP0323	ELEMENTARY BIBLE STUDY	C	24
MLP0325	SKILLS IN EVANGELISM	G	24
MLP0331	CHRISTIAN FAMILY RELATIONSHIP	C	12
FINAL EXAMINATIONS			
TOTAL			120
SESSION THREE (MAY – JUNE)			
CODE	COURSE TITLE	TYPE	HOURS
MLP0324	STEWARDSHIP PRINCIPLES	C	12
MLP0322	INTRODUCTION TO PREACHING	C	24
MLP0333	RELATIONSHIP IN RELIGION	C	24
MLP0334	ROOTS OF THE SDA CHURCH	C	24
MLP0332	ISSUES RELATED TO THE CHURCH	C	12
MLP0336	STUDIES IN ELLEN G. WHITE WRITINGS	C	12
FINAL EXAMINATIONS			
PRACTICUM IN THE FIELD			
TOTAL			108
GENERAL TOTAL			324

KEY:

ML P= Ministerial Lay Program,

HUG = Humanity

General, **SCG** =

Science General,

BUG = Business

General, **G** =

General Course,

C = Core Course

SUMMARY OF THE COURSES REQUIREMENTS

General Courses = 84

Hours Core Courses

= 240

Hours **Total** = **324**

Running Cost:

1. Total Tuition Fee is 400,050.00Tshs. (133,350Tshsfor each session)
2. Total Registration Fee is 30, 000.00Tshs. (10,000.00Tshs for each session)
3. Examination fee is 10,000.00Tshs (3,333.00Tshs for each session)

Total cost for the whole program will be **440,050.00Tshs.**

CHAPTER 5

STUDENTS ORGANIZATION AND STAFFING

STUDENTS ORGANIZATION

The University of Arusha Students Organization (UASO from hereon) operates under a constitution ratified by the Administrative Board. All students are members of the UASO. It is expected that students will take the opportunity to participate in the activities of the UASO and benefit from it. Students have the right to hold membership and seek office in the UASO that is consistent with the University's vision, philosophy, rules, and regulations.

The UASO is an important organ of the University. Thus, good leadership is needed in this organization. The University requires the leaders of the UASO to be familiar with and to lead students in agreement with the mission, philosophy, functions, policies, rules, and regulations of the University. Students who have stayed at the university for less than one year are not allowed to fill leadership positions. To be eligible for leadership positions of president, vice president, and prime minister, the candidate should maintain a grade point average (GPA) of 3.5 and above. While students vying for other leadership positions need to maintain a GPA of 3.00. All UASO candidates will need the approval of the Administrative Board.

Election Procedures

1. Nomination forms shall be collected by the candidate himself/herself or agent from the secretary of Electoral Commission.
2. Nomination forms for chairman, deputy chairman, secretaries, speaker and deputy speaker shall be counter-signed by 30 eligible voters who have registered in voters.
3. For the purpose of security and accountability, the agent's name, ID number and signature shall be counter-checked.
4. Eligible candidates' names will be forwarded to the Administration Board for approval.
5. Every election except otherwise provided in the constitution shall be by secret ballot manned by the Electoral Commission.
6. The Electoral Commission shall be responsible for preparation of the nomination papers, ballot papers, and all election notices to serve the so membership.
7. Only the Electoral Commission members, candidates, agents and sponsors will be allowed to be on the vote counting room and they shall be present during the counting of the ballot papers.
8. The chairman shall announce and post the election results to the General Assembly of Student Organization as soon as the counting of the ballots are completed and the candidates sign the result forms – in all posts to be contested for and get majority votes which will be declared as a winner.
9. Any appeal must be launched within 48 hours of the announcement of the election results.

Candidate's Qualifications

According to Government NOTICE No. 178 published on 12/06/2009 on Universities Student Organizations Regulations Section 9:

1. Any student is eligible to contest for any post in a student organization unless he/she
 - a. Has been charged with criminal or disciplinary offense;
 - b. Has been suspended academically; or
 - c. Has been previously convicted of a criminal or disciplinary offense

2. A student who contests for election to the major offices of the organization shall be a person:
 - a. Of academic performance with a GPA of not less than 3.5 points for president, vice- president and prime minister (TCU-UOA) and 3.0 points for other leadership positions;
 - b. Of proven ability to sustain leadership responsibilities without impairing academic performance;
 - c. Of clean studentship record who has no record of disorderliness and infraction of University rules and regulations;
 - d. Of no political party affiliation or allegiance; and
 - e. Highly esteemed by members of the organization.

UNIVERSITY ADMINISTRATORS

PR. GODWIN KILEVO LEKUNDAYO

Chancellor

- Ph.D. - Missiology, Oxford Centre for Mission Studies, United Kingdom
- MA. – Pastoral Studies, Newbold College, United Kingdom
- B.Th. –Bugema University, Uganda

PATRICK MANU

Vice Chancellor

Professor in Educational Administration

- Post-Doctoral Studies in Educational Administration, Andrews University, USA
- Ph.D. in Educational Administration, Agra University, India
- MA. Education, Andrews University, USA
- BA. Religion & Health Education, Andrews University, USA
- Post-graduate Diploma-Journalism, C.I.M India
- Post-graduate Diploma-Public Administration, C.I.M, India

KITOJO WETENGERE

Deputy Vice Chancellor for Academic Affairs

Professor in Economics

- PhD-Economics Open, University of Tanzania
- MA-Economics, Bahauddin Zakariya University, Pakistani
- BA Ed.-Economics and Geography, Bahauddin Zakariya University, Pakistani

PEARSON MNKENI

Ag. Deputy Vice Chancellor – Planning, Administration and

Finance Professor of Soil Science

- Ph.D.- Soil Science, McGill University, Canada
- Msc - Soil Science, McGill University, Canada

- Bsc. Agriculture, University of Dar es Salaam

UNIVERSITY REGISTRAR

ELIADA W.B. TIENG'O

Registrar

- PhD-Educational Administration, University of Eastern Africa-Baraton, Kenya
- MA.Ed-English Education, Adventist University of the Philippines, The Philippines
- BBA-Management, Andrews University, USA
- BLA/BA-English-Spicer Memorial College, Pune India

UNIVERSITY CHAPLAIN

BARAKA NGUSSA

Chaplain

Lecturer in Curriculum and Teaching

- Ph.D., University of Eastern Africa Baraton, Kenya
- M. Ed University of Eastern Africa Baraton, Kenya
- PGDE, University of Eastern Africa Baraton, Kenya
- BA. Th. University of Eastern Africa Baraton, Kenya (UoA Campus)

ANNA MUHOHO

Associate Chaplain

- MA in Leadership (in progress) Adventist University of Africa
- B.A Theology, University of Eastern Africa Baraton, Kenya(UoA Campus)

DEAN OF STUDENTS

EZEKIEL MASHAMBO

Assistant Lecturer in Pastoral Studies

- MSC. Counseling Psychology, University of Bugema, Uganda
- B.A. Theology, Bugema University, Uganda
- Diploma in Ministerial, University of Eastern Africa Baraton, Kenya

DEANS OF SCHOOLS AND FACULTIES

ILOMO, ONESTO

Ag. Dean, School of Education

Lecturer in Education Curriculum and History

- Doctor of Organization Development in School Administration (DODSA), Cebu Doctors University in the Philippines
- M.A. in Education, Andrews University, (New Bold Campus), UK
- B.A. Ed. Northern Caribbean University (Former West Indies College), Jamaica.

MUSA S. MUNEJA

Dean, Faculty of Theology and Religious Studies

Senior Lecturer in Theology, Religion and Curriculum Studies

- ThD, UNISA South Africa
- MA (TRS), University of Botswana, Botswana
- MA (Curriculum Studies), UNISA, South Africa
- PGDE, University of Dar es Salaam
- BA in Theology, University of Eastern Africa, Baraton, Kenya (UoA Campus)

DIRECTORS

BARAKA NGUSSA

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- PhD, University of Eastern Africa Baraton, Kenya
- M. Ed University of Eastern Africa Baraton, Kenya
- PGDE, University of Eastern Africa Baraton, Kenya
- BA. Th. University of Eastern Africa Baraton, Kenya (UoA Campus)

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- M.A Missiology, Adventist University of Africa, Kenya
- B.A Theology, University of Eastern Africa Baraton, Kenya (UoA Campus)

YUSUFU ZEGGE

Ag. Director of Finance and Accounting Assistant Lecturer in Accounting

- CPA (T) Tanzania
- MA-Review Law and Administration, University of Dar es Salaam, Tanzania
- BBA Accounting, University of Eastern Africa Baraton, Kenya (UoA Campus)

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- Doctor of Organization Development in School Administration (DODSA) Cebu Doctors University, the Philippines
- MA Ed., University of Dar es Salaam, Tanzania
- BA Gen. University of Dar es Salaam, Tanzania

GIDEON J. NGATUNGA

Ag. Director of Library Publication and Documentations

- B.Ed.-History/Geography, University of Arusha, Tanzania
- Dip. –Library, Archives, and Documentation Studies, School of Library, Archives and Documentation Studies (SLADS) Bagamoyo, Tanzania

HEADS OF ACADEMICS DEPARTMENTS

SCHOOL OF EDUCATION AND BUSINESS STUDIES HEAD OF DEPARTMENTS

SIMON AREGO

Head Department of Educational Professional Lecturer in Education

- Ph.D. University of Eastern Africa, Baraton, Kenya
- M.A. Education – University of Eastern Africa, Baraton, Kenya
- B.A. Education – University of Eastern Africa, Baraton, Kenya
- Diploma in Management and Administration (Mantep Bagamoyo), Tanzania
- Certificate of Education – Mkwawa College Iringa, Tanzania

MBOGORA, MATAGE

Ag. Head Department of Humanities and Social Sciences Assistant Lecturer in Geography

- Ph.D. in Geography (in progress) Open University of Tanzania
- MA Geography and Environmental Management, UDM, Tanzania
- B.Ed University of Arusha, Tanzania
- Diploma in Education, Korogwe Teachers College, Tanzania

FADHILI, FADHILI E.

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- Ph.D. in Kiswahili (in progress) Open University of Tanzania
- M.A. Kiswahili, Open University of Tanzania
- B.A. Ed., Open University of Tanzania
- Diploma in Education, Mtwara TC, Tanzania

HEAD OF BUSINESS DEPARTMENTS

ALLEN, MSAFIRI

Ag. Dean, Faculty of Business Lecturer in Marketing

- Ph.D. in Management – Adventist International Institute of Advanced Studies (Philippines)
- MBA – Indian Institute of Business Management (India)
- M.A. Economics –Tilak University (India)
- B.A. Management and Agriculture – Spicer Memorial College (India)

FACULTY OF THEOLOGY AND RELIGIOUS STUDIES HEAD OF DEPARTMENTS

MPWANI, DAVID DAVID

Head, Department of Theology
Lecturer in Pastoral Studies

- DMin, (Emphasis in Church Leadership)-Adventist International Institute of Advanced Studies Silang, Cavite, Philippines
- MDiv- Adventist International Institute of Advanced Studies Silang, Cavite, Philippines
- B.A. Theology – University of Eastern Africa Baraton, Kenya

ALEXANDER, MWITA

Ag. Head, Department of Non-Degree Programs

- MA (Religion), University of Nairobi, Kenya.
- BA (Theology), University of Arusha

ACADEMIC STAFF

SCHOOL OF EDUCATION AND BUSINESS STUDIES

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- Doctor of Organization Development in School Administration (DODSA) Cebu Doctors University, The Philippines
- MA Ed., University of Dar es Salaam, Tanzania
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Ilomo, Onesto

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- Doctor of Organization Development in School Administration (DODSA), Cebu Doctors University in the Philippines
- MA. Andrews University, (New Bold Campus), United Kingdom England
- BA. Ed Northern Caribbean University Former West Indies College, Jamaica.

Kajiru, Glory E.

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- MA. Ed University of Arusha, Tanzania
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- Diploma in Teachers Education, Kleruu Teachers College, Tanzania
- Certificate in Teachers Education Grade 111A, Kleruu TC, Tanzania

Kuboja, Joshua Michael

Lecturer in Curriculum and Teaching

- Ph.D., University of Eastern Africa Baraton, Kenya
- MA Ed., The University of Reading, United Kingdom England
- BA Ed., The University of Durham, United Kingdom Englan
- Diploma in Education, Korogwe Teachers' College, Tanzania

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- Ph.D. University of Eastern Africa Baraton, Kenya
- M.A. Education – University of Eastern Africa Baraton, Kenya
- B.A. Education – University of Eastern Africa, Baraton, Kenya
- Diploma in Management and Administration (Mantep Bagamoyo), Tanzania
- Certificate of Education – Mkwawa College Iringa, Tanzania

Mlavi, Bernard

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- Ph.D. (In Progress) University of Eastern Africa Baraton, Kenya
- MA.Ed University of Arusha, Tanzania
- BA.Ed the Open University of Tanzania
- Diploma in Education, Mpwapwa Teachers College, Tanzania
- Teacher's Grade 111 A Cert. Monduli Teachers College, Tanzania

Mwakobela, Upendo***Assistant Lecturer in Education***

- MA.Ed University of Dodoma, Tanzania
- BA.Ed University of Dar-es-Salaam, Tanzania

Ngussa, Baraka M.***Lecturer in Curriculum and Teaching***

- PhD, University of Eastern Africa Baraton, Kenya
- M.Ed. University of Eastern Africa Baraton, Kenya
- PGDE, University of Eastern Africa Baraton, Kenya
- BA. Th. University of Eastern Africa Baraton, Kenya (UoA Campus)

Chamliho, Martin***Assistant Lecturer in Geography***

- Ph.D. in Climate change (in progress) (UDSM), Tanzania
- MA. Geography and Environmental Management, (UDSM), Tanzania
- BA Ed. The University of Dar es Salaam, Tanzania

Fadhili, Fadhili E.***Assistant Lecturer in Kiswahili***

- Ph.D. in Kiswahili (in progress) Open University of Tanzania
- M.A. Kiswahili, Open University of Tanzania
- B.A. Ed., Open University of Tanzania
- Diploma in Education, Mtwara TC, Tanzania

Kileng'a, Aaron***Assistant Lecturer in Linguistics and Communication***

- Ph.D. in Linguistic (in progress) Open University of Tanzania
- M.A Linguistics., University of Dodoma, Tanzania
- B.Ed., University of Arusha, Tanzania

Masija, Mushora***Assistant Lecturer in Linguistic and Literature***

- Ph.D. in Linguistics (In Progress), Open University of Tanzania.
- MA. Linguistics, University of Dar es Salaam, Tanzania
- BA Ed- University of Dar es Salaam, Tanzania
- Diploma in Education, Dar es salaam TC, Tanzania
- Certificate in Teachers Education Grade 111A, Songea TC, Tanzania

Mbogora, Matage***Assistant Lecturer in Geography***

- Ph.D. in Geography(in progress) Open University of Tanzania
- MA Geography and Environmental Management,(UDSM), Tanzania
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- Diploma in Education, Korogwe TC, Tanzania

Rugumisa, Rosena***Tutorial Assistant in English***

- MA. in English Language Teaching (in progress) (Tumaini University Makumira), Tanzania
- B.Ed. University of Arusha, Tanzania
- Diploma in Education Korogwe TC, Tanzania

Zabron Mgonja***Assistant Lecturer in Linguistic and Literature***

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