

# TANZANIA PUBLIC SERVICE COLLEGE



## ENTRY QUALIFICATIONS AND FEE STRUCTURE FOR NTA LEVEL 4 PROGRAMMES FOR THE ACADEMIC YEAR 2024/2025

### A: ENTRY QUALIFICATIONS

SN	PROGRAMME	CAMPUS (ES)	NTA LEVEL	ENTRY QUALIFICATIONS
1.	Basic Technician Certificate in Secretarial Studies and Administration	ALL	4	Holder of Ordinary Certificate of Secondary Education (Form Four) with at least four passes except religious subjects. OR Form Four with at least two passes at O'Level Certificate and holder of NVA level 2 in relevant field of study.
2.	Basic Technician Certificate in Records, Archives and Information Management	ALL	4	Holder of an Ordinary Certificate of Secondary Education (Form Four) with at least four pass except religious subjects OR Form Four with at least 2 passes at O' Level Certificate and NVA level 3 in relevant field of study.
3.	Basic Technician Certificate in Public Administration	Mtwara, Singida, Tanga, Mbeya	4	Holder of an Ordinary Certificate of Secondary Education (Form Four) with at least four pass except religious subjects OR Form four with at least 2 passes at O' Level Certificate and NVA level 3 in relevant field of study.
4.	Basic Technician Certificate in Human Resource Management	Tabora, Mtwara, Singida, Tanga, Mbeya	4	Form four with at least four passes, excluding religious subjects OR Form four with NVA level 3 in the relevant related field of study.
5.	Basic Technician Certificate in Procurement and Supply	Tanga	4	Possession of at least four (4) passes in Certificate of Secondary Education Examination (CSEE) OR Possession of National Vocational Award (NVA) Level III in relevant field <b>and</b> a Certificate of Secondary Education Examination (CSEE) with at least two passes.

### B: FEES STRUCTURE.

NTA LEVEL	DURATION	TUITION FEE
Four (Basic Technician Certificate)	1 Year	<b>800,000/= per annum</b>