

TANZANIA PUBLIC SERVICE COLLEGE



ENTRY QUALIFICATIONS AND FEE STRUCTURE FOR BACHELOR'S DEGREE (NTA LEVEL 7) PROGRAMMES FOR THE ACADEMIC YEAR 2026/2027

A: ENTRY QUALIFICATIONS

SN	PROGRAMME	CAMPUS (ES)	NTA LEVEL	ENTRY QUALIFICATIONS
1.	Bachelor's degree in Human Resource Management (3 Years)	Dar es Salaam	7	Form 6 certificate (ACSEE) with at least two principal passes in Principal subjects making a total of at least 4 points in the following subjects: <i>History, Geography, Kiswahili, English Language, French, Arabic, Fine Arts, Economics, Commerce, Accountancy, Physics, Chemistry, Biology, Advanced Mathematics, Agriculture, Computer.</i> OR Diploma in Human Resource Management, Gender and Development, Community Development, Social Studies, Record Management, Social Work, Journalism, International Relations and Diplomacy, Secretarial Studies and Office Management with an average of "B" or a minimum GPA of 3.0. OR Foundation Programme of the OUT with a minimum GPA of 3.0
2.	Bachelor's degree in Secretarial Studies and Administration (3 Years)	Dar es Salaam Tabora	7	Form VI certificate (ACSEE) with at least two principal passes in Principal subjects making a total of at least 4 points; Ordinary Diploma (NTA Level 6) with GPA of 3.0 in <i>Secretarial Studies, Community Development, Social Work, Development Economics, Gender and Development or Office Management and Administration</i> OR Foundation Certificate of the Open University of Tanzania (OUT) with a minimum GPA of 3.0 having a minimum of 4 Passes in Form IV in non-religious subjects.
3.	Bachelor's degree in Records, Archives and Information Management (3 Years)	Dar es Salaam Tabora	7	Form VI certificate (ACSEE) with at least two principal passes in Principal subjects making a total of at least 4 points; OR Ordinary Diploma (NTA Level 6) in <i>Records and Archives Management or Library and Information Studies</i> having a minimum of 4 Passes in Form IV in non-religious subjects OR Foundation Certificate of the Open University of Tanzania (OUT) with a minimum GPA of 3.0 having a minimum of 4 Passes in Form IV in non-religious subjects.

B: FEES STRUCTURE.

NTA LEVEL	DURATION	TUITION FEE
Seven (7)	3 Years	Tsh. 1,465,000/= per annum

Other expected costs.

SN	ITEM	AMOUNT (TZS)	WHEN	REMARKS
i.	Minimum Meal Allowance	Ranging from 5,000/= to 10,000/= depending on various factors of the specific region	Per day	To find total amount for meals, take total number of study days (112) and multiply by daily rate. This can be provided to a student on intervals as it may be determined by the student and the sponsor.
ii.	Accommodation	Ranging from 150,000/= to 200,000/=	per semester	A student has to contact respective campus for accommodation booking and arrangements.
iii.	Health Insurance.	Tsh. 50.400/=	Per year	A student who does not have Health Insurance cover from a parent/guardian has to obtain Health Insurance cover from NHIF at 50,400/= renewable every year until completion of studies.

For inquiries (clarifications) please use the contacts below;

DAR ES SALAAM CAMPUS
0737326472

TABORA CAMPUS
0737326481