

# TEOFILO KISANJI UNIVERSITY



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*"TRAINING FOR BETTER LIFE"*

## APPLICATION FORM FOR ADMISSION TO TEOFILO KISANJI UNIVERSITY POSTGRADUATE PROGRAMMES FOR THE 2024/2025 ACADEMIC YEAR

### ENTRY REQUIREMENTS FOR POSTGRADUATE PROGRAMMES FOR THE ACADEMIC YEAR 2024/2025

Please read carefully the entry requirements per program of study as listed below;

- 1. General Minimum Entry Requirements for Admission - PhD in Theology (PhDTh)**
  - A Bachelor's degree in the discipline of theology or religious studies from any accredited University with a **GPA of not less than 2.7** or overall grade of not less than B and a Master's degree in Theology or Religious Studies with a **GPA of not less than 3.0** or an overall grade of not less than B, or its equivalent from the recognized institution of higher-learning.
  - The applicant is mandated to have done some theological educational studies prior to applying for the degree.
- 2. General Minimum Entry Requirements for Admission- Master of Theology (MTH)**
  - A candidate will be eligible for consideration to the Master of Theology programme if he or she has a lower class and above in the bachelor degree (A **GPA of not less than 2.7**).
  - Alternatively, a candidate can be a holder of a Postgraduate Diploma with at least a **GPA of 4.0 or a GPA of 3.5** points at an Advanced Diploma level of the relevant field from a recognized institution of higher learning.
  - Candidates who hold unclassified degrees like Master of Divinity (M.D) should have at least a B+ grade average in respective fields.
- 3. General Minimum Entry Requirements for Admission- Master of Education (MED).**
  - A candidate will be eligible for consideration for Master of Education programme if a candidate has a lower second class bachelor degree (A **GPA of not less than 2.7**).

- Alternatively, can be a holder of Postgraduate Diploma in Education with a minimum of upper second class (**A GPA of not less than 3.0**).
- Advanced Diploma level of the relevant field from a recognized institution of higher learning institution with a **GPA of 3.5**.

**4. General Minimum Entry Requirements for Admission- Postgraduate Diploma in Education (PGDE).**

- A Bachelor's degree from any accredited university or any recognized institution of higher learning (**with a GPA of not less than 2.7**).
- The applicant is not mandated to have done some educational studies prior to obtaining the degree.

**NB:**

All applications should be sent to:  
Deputy Vice Chancellor Academic Affairs,  
Teofilo Kisanji University,  
P.O. Box 1104,  
Mbeya, Tanzania.

- The application forms can either be downloaded from the University website: [www.teku.ac.tz](http://www.teku.ac.tz) or obtained from the office of the Deputy Vice Chancellor Academic Affairs, Teofilo Kisanji University at Block T, Mbeya.
  - The filled forms should be attached with the bank pay in slip of an application fee of Tsh. 50,000/- (USD 44) for PhD and 30,000/- (USD 13) for other postgraduate programmes as stipulated in the fee structure or pay the same at the cashier, Teofilo Kisanji University.
    - Bank Account name: **Teofilo Kisanji University.**
    - **Account number: 0150065895003 at CRDB Bank**
  - The forms dully filled must be sent to the Deputy Vice Chancellor Academic Affairs.
  - Registration fee shall be paid after being admitted at the University depending on the degree program.
  - All students, if accepted, are expected to conform entirely to the University rules and regulations.
  - TEKU admits students irrespective of creed, race, religious and political orientation.
5. This form should be typed or completed in **BLOCK LETTERS**, and returned to: Deputy Vice Chancellor Academic Affairs, (DVCAA) Teofilo Kisanji University, P.O. Box 1104, MBEYA. TANZANIA EAST AFRICA.
  6. Attach copies of (a) your current appointment letter (where applicable). (b) Your professional and academic certificates and transcripts. (c) Birth certificate, (d) bank- pay-in slip for the application fee and (e) four passport-size that are not older than six months.
  7. Applicants from East Africa pay in cash the sum of T.Shs. 50,000/= for the application processing fee while others pay in cash the sum, of US\$50 or through any of the Bank Account Numbers shown in the table below.

S/No.	Name of Bank	Bank Account Number

**SECTION A**

1. **Name**.....  
 (Surname in capital letters) (Other names in full)

2. **Contact Address:**  
 .....  
 .....  
 .....

3. **Permanent Address:**.....

Telephone No:-.....Mobile No. / Cell Phone.....

Email.....

Nearest Town / City: .....

4. **Date of Birth:** Day..... Month.....Year.....

5. **Citizenship**.....

6. **Religion:**.....

7. Identity Card No.....

8. **Sex**.....**Marital Status**.....

**SECTION B**

9. (a) **Name of academic programme applying** (e.g. PGDE/ Master of Education/ MED/ MTH/ PhD).....

(b) Mode of study (Tick (✓) as appropriate)

- (i) Part-time (iv) Morning
- (ii) Distance (v) Some other time
- (iii) Evening classes (vi) Full-time

Specify if you opt for “some other time” the other time.....

**10. Institutions attended and qualifications obtained.**

QUALIFICATIONS	SCHOOL/COLLEGE/UNIVERSITY ATTENDED	YEAR OF COMPLETION	GPA/CLASS OBTAINED
(i) Academic			

(ii) Professional			

**11. Working /Research experience (where applicable)**

EMPLOYER	STATION OF WORK	OCCUPATION	PERIOD
(i) Academic			

**SECTION C**

**12. Other programme specifications**

(a) Area of Study (e.g. Geography/ Education/ Business).....

(b) Faculty/ Directorate/ Institute/College.....

(c) Method of study and examination (This section does not apply to Postgraduate Diploma Programmes)

Select how you intend to pursue your studies from one of the following methods:

i) Coursework and dissertation or

ii) Thesis

iii) Proposed date for commencement of study.....

iv) An institution where work is to be done if not at the TEKU Mbeya.....

**13. How will you finance your studies ( e.g. Self-sponsored/ Have a sponsor)**

.....

If sponsored (i) Address of Sponsor.....

(ii) Email address of Sponsor:.....

(iii) Relationship with Sponsor:.....

**14. Name the three sponsors to act as your referees, they should be well placed to report on your potential as a postgraduate student in your chosen area of study and preferably should have been your lecturers/ supervisor in degree courses.**

**Referee I**

Name:.....

Address:.....

Phone No:.....

Email: .....

**Referee II**

Name:.....

Address:.....

Phone No:.....

Email: .....

**Referee III**

Name:.....

Address:.....

Phone No:.....

Email: .....

**SECTION D**

**DECLARATION BY APPLICANT**

I hereby declare to the best of my knowledge that the information I have given is correct.

Signature:..... Date.....

NB: Legal action will be taken against you for false information

**15. For office Use only:**

Approved/ Not approved for admission

Signature..... Designation.....

Date:.....