



ISO 9001: 2015 CERTIFIED
INSTITUTE OF TAX ADMINISTRATION
Accredited by the National Council for Technical Education

INVITATION FOR 2020/ 2021 ACADEMIC YEAR APPLICATIONS

The Institute of Tax Administration (ITA) invites applications for entry into **Certificates and Diploma programmes** for academic year 2020/2021. Qualified applicants for admission into its competence-based Customs and Tax Management programmes, are required to apply for programmes specified hereunder:-

- 1) **Post Graduate Diploma in Taxation (PGDT) - 12 months (full-time) or 18 months (Executive).** *Minimum entry qualification: A Bachelor's Degree in any business-related field or equivalent qualification from a recognized institution.*
- 2) **Ordinary Diploma in Customs and Tax Management (DCTM) - Two years (full-time)** *Minimum entry qualification: Basic Technician Certificate (NTA level 4) in Customs and Tax Management or in any other business-related discipline; OR One Principal Pass and one Subsidiary Pass at "A" Level in business related discipline. All applicants for the DCTM should have **FOUR** passes at "O" Level (including passes in English and mathematics).*
- 3) **Basic Technician Certificate in Customs and Tax Management (CCTM) - One year (full-time).** *Minimum entry qualification: **FOUR** passes in business related subjects at "O" Level (including passes in English and mathematics).*
- 4) The Institute also invites applications for the **East African Customs Clearing and Freight Forwarding Practising Certificate (CFFPC) – Four months (Full – Time) or Six months (Part-Time).** *Minimum Entry Qualifications: **TWO** passes at "O" Level excluding religious subjects*

MODE OF APPLICATION

- a) Applications should be done online through www.ita.ac.tz
- b) **DCTM** and **CCTM** applications must be accompanied with evidence of payment of a non-refundable application fee of **TZS. 10,000/=** for East Africans or **US\$ 30** for Non-East Africans.
- c) **PGDT** and **CFFPC** applicants must pay a non-refundable application fee of **TZS. 30,000/=** for East Africans or **US\$ 30** for Non-East Africans.
- d) The fee may be paid through **M-Pesa, Tigo Pesa and Airtel Money.**
- e) The application Fee for foreign applicants should be paid through Kenya Commercial Bank (KCB) Tanzania, **ITA fee collection account Number: - 3300481074.**

The deadline for applications is **15th September 2020.**

For more information please contact:
RECTOR,
Institute of Tax Administration,

P. O. Box 9321, Dar es Salaam, Tanzania
Mobile phone +255785 558211, +255783 081348 or 2216800/1
E-mail: ita@tra.go.tz
www.ita.ac.tz