



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 its various programmes for academic year 2020/2021. Qualified applicants for admission into its competence-based Customs and Tax Management programmes, are invited 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. Bachelor of Customs and Tax Management (BCTM) - Three years (full-time) *Minimum entry qualification:* Either Two Principal Passes at "A" Level in business related subjects with a minimum total of 4.0 grade points or a minimum of Second Class (Lower Division) Ordinary Diploma in Customs and Tax Management or any other Ordinary Diploma in a business related discipline. All applicants for the BCTM should have **FOUR** passes at "O" Level (including passes in English and Mathematics).**
- 3. 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).**
- 4. 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).**
- 5. 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

- Applications should be done online through www.ita.ac.tz
- BCTM, 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.
- 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.
- The fee may be paid through **M-Pesa, Tigo Pesa and Airtel Money.**
- 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 CFFPC, CCTM, DCTM and PGDT.
Application deadline for BCTM is 25th 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