



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. 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) **BCTM**, 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 application deadline for **PGDT, BCTM and CFFPC** is **18th October 2020** and **25th October, 2020** for **DCTM and CCTM.**

For more information please contact:
RECTOR,

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