



ISO 9001: 2015 CERTIFIED

INSTITUTE OF TAX ADMINISTRATION

Accredited by the National Council for Technical and Vocational Education and Training

CALL FOR 2024/ 2025 ACADEMIC YEAR APPLICATIONS

The Institute of Tax Administration (ITA) invites applications for entry into its various programmes for academic year 2024/2025. Qualified applicants for admission into its competence-based Customs and Tax Management programmes, are invited to apply for the programmes as specified hereunder:-

- 1) **Post Graduate Diploma in Taxation (PGDT) - 12 months (Full-Time) or 18 months (Executive).** *Minimum entrance qualification: A Bachelor's Degree in any business-related field or equivalent qualification from a recognized institution.*
- 2) **Bachelor Degree in Customs and Tax Management (BCTM) - Three years (full-time)** *Minimum entrance qualification: Either Two Principal Passes at "A" Level excluding passes in General Studies, Basic Applied Mathematics and religious subjects with a minimum total of 4.0 grade points or a minimum of 3.0 GPA in 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 and excluding passes in religious subjects).*
- 3) **Ordinary Diploma in Customs and Tax Management (DCTM) - Two years (full-time)** *Minimum entrance 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 excluding passes in General Studies, Basic Applied Mathematics and religious subjects. 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 entrance qualification: **FOUR** passes in business related subjects at "O" Level (including passes in English and mathematics and excluding passes in religious subjects).*
- 5) **East African Customs Clearing and Freight Forwarding Practising Certificate (CFFPC) – Four months (Full – Time) or Six months (Part-Time).** *Minimum Entrance Qualifications: Two (2) passes at "O" Level excluding passes in religious subjects*

The window for application will be opened on **21st June 2024** for all programmes except BCTM whose window of application will be opened on **15th July 2024**.

MODE OF APPLICATION

- a) Applications should be done online through www.ita.ac.tz
- b) **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.

- 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 all programmes is **15th September 2024**.

For more information, please contact:
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