



ISO 9001: 2015 CERTIFIED

INSTITUTE OF TAX ADMINISTRATION

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

CALL FOR 2025/ 2026 ACADEMIC YEAR ADMISSION APPLICATION

The Institute of Tax Administration (ITA) wishes to inform qualified applicants for admission into its competence-based Customs and Tax Management programmes that, the application window for entry into its various programmes for academic year 2025/2026 is open. We invite interested applicants to apply for the programmes as 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 Degree in Customs and Tax Management (BCTM) - Three years (full-time)**
*Minimum entry qualification: 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. For applicants with Ordinary Diploma (NTA-Level 6) should have a minimum of 3.0 GPA in Customs and Tax Management, Teaching Education with Business or Science Subjects, Accounts, Business Administration, Law, Logistics and Supply Chain, Clearing and Freight Forwarding, Tax Management, Computer Science or Cooperative Management. All BCTM applicants 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 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 excluding passes in General Studies, Basic Applied Mathematics and religious subjects.

*All DCTM applicants 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 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 Entry Qualifications: Two (2) passes at “O” Level excluding passes in religious subjects**

The application window is open for all programmes except BCTM whose window of application will be opened from **15th July 2025**.

MODE OF APPLICATION

- a) All applications are done online through www.ita.ac.tz
- b) **BCTM, DCTM and CCTM** applicants shall pay non-refundable application fee of **TZS. 10,000/=** for East African residents or **US\$ 10** for Non-East African residents.
- c) **PGDT and CFFPC** applicants must pay a non-refundable application fee of **TZS. 30,000/=** for East African residents or **US\$ 30** for Non-East African residents.
- d) The fee should be paid through CRDB Bank, Agents or Sim-banking using a control number generated during application.

For more information, please contact:

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