

Karume Institute of Science and Technology

Zanzibar

Prospectus

2023 – 2024

Prepared by :

Karume Institute of Science and Technology

(Taasisi ya Karume ya Sayansi na Teknolojia)

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Message from Principal



The Karume Institute of Science and Technology (KIST) a successor of Karume Technical College is well known as the center of technology in Zanzibar. The extension of scientific and technological endeavors including the Improvement of academic and non-academic staff points out how we are well-prepared to handle our future alumni Furthermore, our recent commencement of training programs in Oil and gas, Aircraft maintenance, and Pilot as well as Renewable energy are to be parallel with the scientific and technological needs of the people. The rapid growth of technology has a main and particular focus through our Research and Innovation unit and working closely with industrial stakeholders in various fields. I encourage you to explore our business plan. You will be impressed by our scientific and technological focus to achieve our mission. It is our responsibility to ensure that our different programs are suited for different levels according to the present and future world requirements.

ORGANIZATION OF KARUME INSTITUTE OF SCIENCE AND TECHNOLOGY

MEMBERS OF THE KIST GOVERNING COUNCIL

The Council of Karume Institute of Science and Technology is composed as follows:

1. Dr. Afua K. Mohamed - (Chairperson)
2. Dr. Bakar A. Silima - (Vice Chairperson) Vocational Training Authority (VTA)
3. Dr. Abdulla H. Gharib - Zanzibar University
4. Ms. Hidaya A. Abbas - Karume Institute of Science and Technology (KIST)
5. Mr. Hassan S. Maulid - KIST Students Organization (KISTSO)
6. Mr. Ali A. Mzee - ZSTC
7. Ms. Fatma O. Khamis – Tanzania Atomic Energy Commission.
8. Mr. Mohamed N. Salim – Officer in Charge (Ministry of Education, Pemba)
9. Dr. Mahmoud A. Alawi - Principal, Karume Institute of Science and Technology (KIST)
10. Mr. Abdulrahman A. Hassan -

Principal

Dr. Mahmoud A. Alawi, BSc. (Eng.) (IIUM Malaysia), MSc (Eng.) (IIUM Malaysia), PhD (UKM Malaysia)

Deputy Principal Academic, Research, Innovation and Consultancy

Dr. Khamis K. Said, BSc with Education Physics/Mathematics (UDSM), MSc. in Mathematical Modelling (UDSM), PhD. in Statistics (Beijing China)

Deputy Principal Administration, Planning and Finance

Dr. Mzee M. Mzee, LLB and Shariah (ZU Zanzibar), LLM Public Law (Western Cape) SA, PhD in Law (IIUM Malaysia)

HEADS OF ACADEMIC DEPARTMENTS

Department of Civil Engineering

Dr. Iddy K. Iddy, FTC (KTC), BSc Eng (RUDN - Russia), MSc. Eng. (RSA), PhD, Harbour, Water Coastal and Offshore Eng. (HHU - China)

Department of Electrical Engineering

Ms. Nyausi M. Makame, FTC (KTC), BSc. in Electrical Power Engineering (UDSM), MSc. in European Renewable Energy (The Netherlands)

Department of Electronics, Telecommunications and Computer Engineering

Dr. Zuhura J. Ali, BSc. (Electronic & Comm. (Turkiye), MSc. Eng. Signal and Information Processing (TUTE, China), PhD Eng. (UPM, Malaysia)

Department of Mechanical Engineering and Aviation

Mr. Ali H. Mkali; FTC (KTC), Adv. Diploma in Engineering (DIT), PGD (EM) (UDSM), MEM (UDSM).

Department of Science

Mr. Salim A. Makame, FTC (KTC), BSc in Phys/Math (Sumeit University), MEM (UDSM).

Department of Academic

Ms. Tawhida M. Hussein, FTC (KTC), Adv. Diploma in Eng. (DIT), Post Graduate Diploma Eng. (UDSM), M. Eng. in Maintenance Management (DIT).

HEADS OF NON - ACADEMIC DEPARTMENTS

Department of Administration, Planning and Finance

Mr. Omar A. Omar, Certificate in Education “Pedagogical skills” (NTTC), Certificate in International Relations and Diplomacy, Centre for Foreign Relations (CFR) Dar es Salaam, Advanced Certificate of Secondary Education (Zanzibar), Bachelor of Arts and Social Sciences in Public Administration (Z U), Master of Public Administration (MU).

Department of Research and Innovation

Dr. Bahati A. Hamad, BSc. with Education (UCEZ) Zanzibar, Masters of Natural Resource Management (UDOM), PhD of Oil and Gas on Applied Chemistry (China)

Chief Accountant

Mr. Ali H. Ali; Adv, Diploma in Financial Administration (ZIFA), MSc in Accounting and Finance (Mzumbe)

Chief Internal Auditor

Mr. Ali H. Khamis, Bachelor of Commerce (*UDSM*)

Public Procurement

Ms. Mboja R. Mshenga; Adv. Certificate in Procurement & Supply Management (IPS), Ordinary Diploma in Procurement & Supply Management (IPS), Bachelor Degree in Procurement with Logistic Management (NIT), MSc. In Entrepreneurship & Innovating Management (Mzumbe).

Public Relations Officer

Mr. Issa M. Ali; Bachelor of Art in Mass Communication (Tumaini University)

Office Superintendence

Ms. Othman S. Mnemba; Diploma of Business Administration

ICT Manager

Mr. Ali M. Suleiman; BSc in Telecommunication Engineering (UDOM)

Dean of Students

Mr. Amour H. Hassan; BED, (UDSM), MA (Ed) (UDSM)

Admission Officer

Mr. Amour K. Hassan; BSc in Computer Engineering (UDOM)

Librarian

Ms. Madina R. Haji; Diploma of Library and Information Studies (SUZA), Bachelor Degree of Library and Information Studies (OUT)

Major Contact Address

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Zanzibar

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Office hours: *Monday to Friday– 07:30 to 16:00*

Holidays; *Public holidays, Saturday and Sunday*

1.0 INTRODUCTION TO KARUME INSTITUTE OF SCIENCE AND TECHNOLOGY

1.1 Location of the Institute

Karume Institute of Science and Technology (KIST) is located in Mbweni, about 7km from Zanzibar Town.

1.2 Background of the Institute

Karume Institute of Science and Technology (KIST) is a parastatal organization under the Ministry of Education and Vocational Training. It is entrusted with the responsibility of preserving, enhancing, transmitting and disseminating knowledge in science and technology by teaching, conducting research and consultancy in various fields in the country.

- KIST was established by the Act No.2 of House of Representative of Zanzibar of 2009 as a successor to Karume Technical College (KTC) and became operational in 3rd October 2009. In 2002 KIST the then KTC was full registered by NACTE (National Council for Technical Education) and has a mandate to grant awards on Basic Technician Certificate (NTA Level 4), Technician Certificate (NTA Level 5), Ordinary Diploma (NTA Level 6), and Bachelor degree (NTA Level 8) in fifteen (15) fields: Bachelor of Civil Engineering, Bachelor of Electrical and Electronics Engineering, Bachelor of Aircraft Maintenance Engineering, Bachelor of Telecommunication and Networking, Diploma of Automotive engineering, Civil & Transportation engineering, Computer engineering, Electrical engineering, Electrical with Renewable energy engineering, Electronics & Telecommunications engineering, Information Communication Technology with Business, Mechanical engineering, Mechanical engineering with Oil and Gas, Laboratory Technicians, Digital Design Development, Aquatic Products Processing, Fruit & Vegetable Processing and Primary Teachers Education and Training.
- KIST maintains a system of collaboration, consultation and cooperation with other parties within and outside the country whose functions relate to the application of science and technology for the development of the country.

1.3 Organization structure

The organization structure of KIST is made of three main arms namely:

- The council
- Advisory Committees to the council
- The Secretariat

1.3.1 The Council

The Council of KIST consists of members from Vocational education and training of Zanzibar, business community, employers' association, students' organization of the Institute, representative of academic staff, representative from the ministry responsible for education and a member appointed by the Minister of the ministry responsible for education of with experience in education. The councillors are appointed by the Minister responsible for education. Chairperson of the Council and the Principal of the Institute are appointed by the President of Zanzibar.

1.3.2 Advisory Committees

Internally, the Council has established standing committees and

Boards which support Council on various matters related to the Institute; also, they provide technical support of how best KIST can carry out its activities.

There are eight advisory committees which covers the key sectors:

- Academic Board
- Finance and Investment
- Auditing
- Tender Board
- Disciplinary
- Disciplinary Appeals
- Estate, Environment and HIV/AIDS
- Quality Assurance

1.3.3 The Secretariat

The Secretariat is the executive arm responsible for day-to-day operation of the Institute. The Principal heads the Secretariat and operates through the offices of Deputy Principal Administration, Planning and Finance,

Department of Finance, Deputy Principal Academic, Research, Innovation and Consultant, Legal Officer and Dean of Students.

1.4 Vision

KIST is an innovative leader that creates effective learning environments, enhances individual success, promotes economic vitality and provides opportunities for lifelong technical education.

1.5 Mission

To promote the development and usage of appropriate technology that meets national and regional needs and standard through skills and practical oriented training, research and consultancy.

1.6 Values

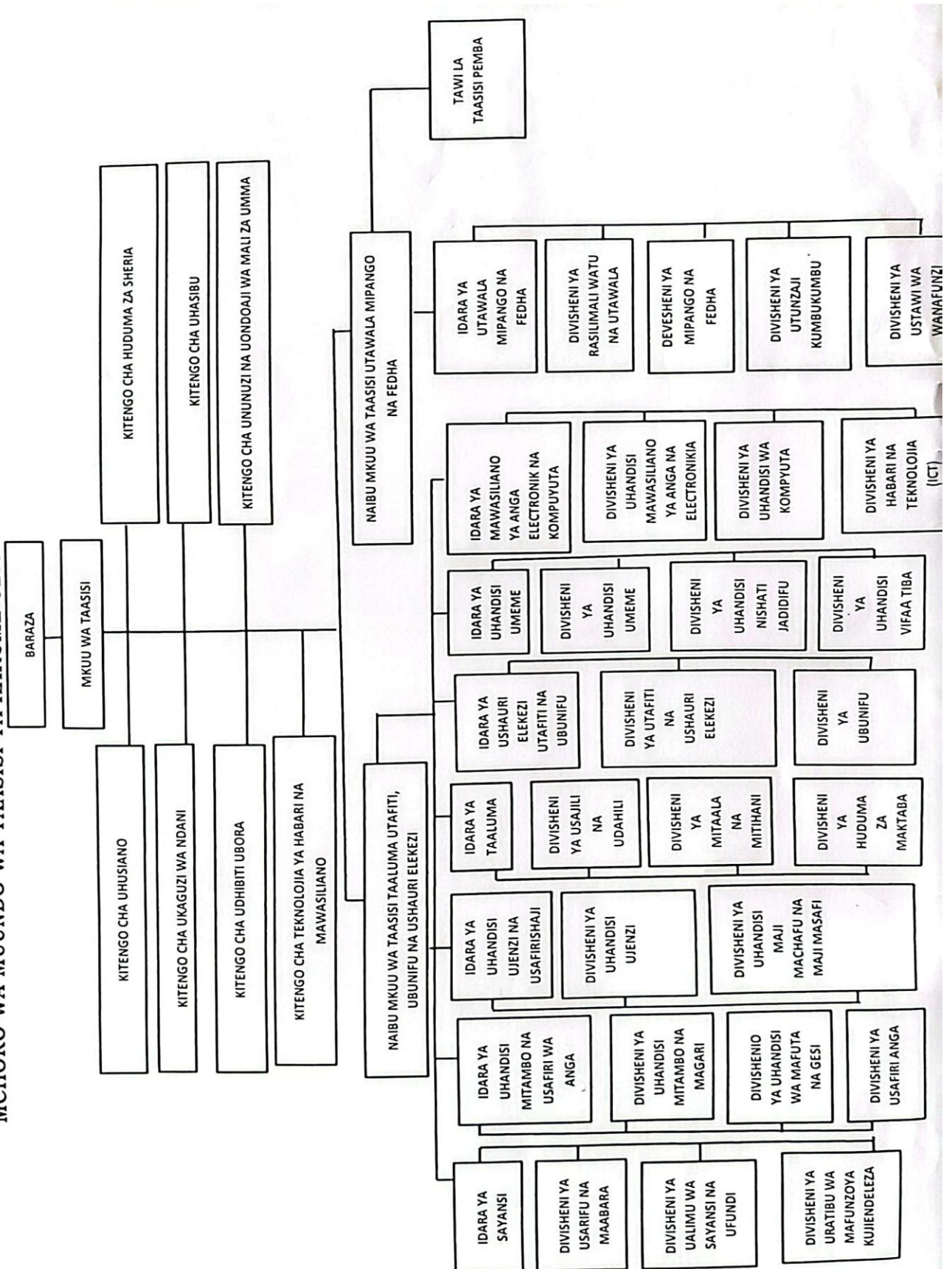
In pursuit of its mission, KIST will be guided by the following values:

Table 1: Guided by the Value

☞ Mutual respect	☞ Transparency
☞ Trust	☞ Unity of purpose
☞ Loyalty	☞ Accountability
☞ Professionalism	☞ Ethical standard
☞ Output delivery	☞ Gender equity
☞ Social inclusion	☞ HIV/AIDS conscious
☞ Output delivery	

2.0 ORGANIZATION STRUCTURE

MCHORO WA MUUNDO WA TAASISI YA KARUME ULIOIDHINISHWA NA SERIKALI



3.0 PROGRAMMES OFFERED

3.1 Bachelor degree

<i>SN</i>	Bachelor Degree	<i>Duration</i>
1	Bachelor Degree in Aircraft Maintenance Engineering.	4 years
2	Bachelor Degree in Electrical and Electronics Engineering	
3	Bachelor Degree in Civil Engineering	
4	Bachelor Degree in Telecommunication and Networking Engineering	

3.2 Ordinary Diploma Programmes

<i>SN</i>	Ordinary Diploma Programmes	<i>Duration</i>
1	Automotive Engineering	3 years
2	Mechanical Engineering	
3.	Mechanical engineering with Oil and Gas	
4	Civil and Transportation Engineering	
5	Computer Engineering	
6	Electrical Engineering	
7	Electrical with Renewable energy engineering	
8	Electronics and Telecommunication Engineering	
9	Information and Communication Technology with Business	
10	Laboratory Science and Technology	
11	Digital Design and Development	
12	Aquatic Products Processing	
13	Fruit & Vegetable Processing	
14	Primary Teachers Education and Training	

4.3 Computer Applications

<i>SN</i>	<i>Programmes</i>	<i>Duration</i>
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1	Introduction to Computer with Windows Xp	4 weeks
2	Word Processing with Microsoft Word	
3	Spreadsheet with Microsoft Excel	
4	Database with Microsoft Access	
5	Desktop Publishing & Presentation with MS Publisher & MS-Power Point	
6	Internet by using Internet Explorer Browser	2 weeks
7	Access Programming	12 weeks

4.4 Short courses

<i>S/N</i>	<i>Programmes</i>	<i>Duration</i>
1	Website Design and Development	12 weeks
2	Advanced Website and Development	
3	CCTV Installation	
4	Graphic design	
5	Mobile Application Development	
6	Mobile Maintenance	
7	Database Administration	
8	Printer and Photocopy Maintenance	
9	TV and Radio maintenance	
10	MAYA software	
11	Computer Repair and Maintenance	
12	Network Installation and Configuration	
13	Transport Officer	
14	Road Traffic Investigation	
15	Solar PV Installation and Maintenance	

16	Industrial Automation using PLC	
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3.5 Vocational Education and Training (NVA level 2)

<i>S/N</i>	<i>Programmes</i>	<i>Duration</i>
1	Electrical Installations	2 Years
2	Air-conditioning and Refrigeration	
3	Computer Maintenance and Networking	
4	Auto mechanics	
5	Auto electric	
6	Radio, Television and Telephone maintenance	
7	Tailoring	
8	House Painting and Decorations	
9	Civil Drafting	
10	Carpentry	
11	Brickwork	
12	Plumbing	
13	Metal Welding	
14	Cleaning and Gardening	
15	Food production and food processing	
<i>Minimum entry qualifications for “Vocational Training” are Certificate of form two (2) or form four (4), regardless art or science.</i>		

4.0 ADMISSION REGULATIONS

4.1 Minimum entry qualifications for Bachelor's Degree

DIRECT ENTRY (FROM FORM SIX)

SN	Programme	Entry Requirement
1	Bachelor of Engineering in Aircraft Maintenance	Two principal passes in Physics and Advanced Mathematics with a total of not less than 4 points
2	Bachelor of Civil Engineering	Two principal passes in Physics and Advanced Mathematics with a total of not less than 4 points
3	Bachelor of Electrical and Electronics Engineering	Two principal passes in Physics and Advanced Mathematics with a total of not less than 4 points
4	Bachelor of Telecommunication and Networking Engineering	Two principal passes in Physics and Advanced Mathematics with a total of not less than 4 points

IN-DIRECT ENTRY (FROM DIPLOMA)

SN	Programme	Entry Requirement
1	Bachelor of Engineering in Aircraft Maintenance	Diploma or Full Technician Certificate (FTC) in Mechanical Engineering, Automotive Engineering, Electrical Engineering, Auto-electric and Electronics Engineering, Electronics Engineering or Telecommunications Engineering with an average of “B” or a minimum GPA of 3.0 .
2	Bachelor of Civil Engineering	Diploma or Full Technician Certificate (FTC) in Civil, Architecture, Mining, Water Resources Highway, Transportation, Civil and Irrigation Engineering, Water Supply and Sanitation, Civil and Transportation or Civil and Community Development with an average of “B” or a minimum GPA of 3.0 . In addition, an applicant must have a minimum of “D” grade in Mathematics, Physics/Engineering Science and Chemistry at O-Level.
3	Bachelor of Electrical and Electronics Engineering	Diploma or Full Technician Certificate (FTC) in Electrical, Electrical and Electronics, Electronics and Telecommunication or Mechatronics Engineering with an average of “B” Or

		A minimum GPA of 3.0 . In addition, an applicant must have a minimum of “D” grade in Mathematics, Physics/Engineering Science and Chemistry at O-Level.
4	Bachelor of Telecommunication and Networking Engineering	Diploma or Full Technician Certificate (FTC) in Electronics Engineering, Telecommunication Engineering, Telecommunications and Electronics Engineering, Computer Engineering, Network Engineering, Computer and Network Engineering, Telecommunications and Network Engineering, Electrical Engineering, Electrical and Electronics Engineering, Mechatronics Engineering and other related discipline with an average of “B” or a minimum GPA of 3.0 . In addition, an applicant must have a minimum of “D” grade in Mathematics, Physics/Engineering Science and Chemistry at O-Level.

4.2 Minimum entry qualifications for NTA Level- 4

SN	Programme	Entry Requirement
1	Ordinary Diploma in Civil and Transport Engineering	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Physics/Engineering Sciences, Basic Mathematics. OR National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE).
2	Ordinary Diploma in Mechanical Engineering	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Physics/Engineering Sciences, Basic Mathematics. OR National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE).
3	Ordinary Diploma in Automotive Engineering	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Physics/Engineering Sciences, Basic Mathematics OR National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE)

4	Ordinary Diploma in Mechanical Engineering with Oil and Gas	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Physics/Engineering Sciences, Chemistry, Mathematics and Geography/English Language.</p> <p>OR</p> <p>National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE).</p>
5	Ordinary Diploma in Electrical Engineering	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least Four (4) passes in non-religious subjects including Physics/Engineering Sciences, Basic Mathematics.</p> <p>OR</p> <p>National Vocational Award (NVA) Level III in Related Field with Certificate of Secondary Education Examination (CSEE).</p>
6	Ordinary Diploma in Electrical with Renewable Energy Engineering	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least Four (4) passes in non-religious subjects including Physics/Engineering Sciences, Basic Mathematics.</p> <p>OR</p> <p>National Vocational Award (NVA) Level III in Related Field with Certificate of Secondary Education Examination (CSEE)</p>
7	Ordinary Diploma in Electronic and Telecommunication Engineering	<p>Holders of Certificate of Secondary Education Examination (CSEE) with minimum four (4) passes "D" grade in nonreligious subjects taught in English including Basic Mathematics and Physics/Engineering Science.</p> <p>OR</p> <p>Candidate with Certificate of Secondary Education (CSE) and NVA LEVEL III in related field authorized by VETA or VTA.</p>
8	Ordinary Diploma in Computer Engineering	<p>Holders of Certificate of Secondary Education Examination (CSEE) with a minimum of “D” grade in Mathematics, Chemistry, Physics and any other non-religious subject taught in English.</p> <p>OR</p> <p>Candidate from technical school, who have certificate of secondary Education with a minimum of “D” grade in Mathematics, Engineering science/Physics and any two subjects from his/her field of specialization.</p>
9	Ordinary Diploma in Information and Communication	<p>Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects.</p>

	Technology with Business	
10	Ordinary Diploma in Digital Design and Development	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects. OR Candidate with Certificate of Secondary Education (CSE) and NVA LEVEL III in related field authorized by VETA or VTA.
11	Ordinary Diploma in Laboratory Science and Technology	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Biology, Chemistry and Physics/Engineering Science OR National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE)
12	Ordinary Diploma in Fruit and Vegetable Processing	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Biology, Chemistry any other non- religious subject taught in English OR National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE)
13	Ordinary Diploma in Aquatic Product Processing	Holders of Certificate of Secondary Education Examination (CSEE) with at least four (4) passes in non-religious subjects including Biology, Chemistry any other nonreligious subject taught in English. OR National Vocational Award (NVA) Level III in related field with Certificate of Secondary Education Examination (CSEE).

4.3 Other Important Information Related to Admission

4.3.1 Registration

All eligible students are required to pay their due and registration fees within **three weeks** after commencement of academic year. Late student shall wait till the next academic year.

Registration is compulsory for **ALL** students entering a new academic year, i.e. fresh students or student progressed from current level to the next level of award.

Student who has postponed studies are required to report at the corresponding time and semester similar to that left behind.

Students are not allowed to change their fields of study at the middle of any semester except for exceptional circumstances brought forward to the Principal's Office. For fresh students, students may change field of

study through “Online registration of reported students” the second week after commencement of the new academic year.

4.3.2 Institute regulations

Upon admission **ALL** students especially fresher must obtain, read and understand thoroughly the following documents:

- ☞ Act No. 2 of 2009 “establishment of the Karume Institute of Science and Technology”;
- ☞ Karume Institute of Science and Technology Students Organization (KISTSO) constitution;
- ☞ Examination regulations;
- ☞ Hostel regulations;
- ☞ Library regulations;
- ☞ Transport regulations;
- ☞ Student bye laws;

Any other regulations of the Institute.

4.3.3 During registration students must submit the following documents:

- (i) Registration form;
- (ii) Sponsor’s notification forms (Where applicable);
- (iii) Certificate obtained, transcripts, statement of results, etc. of the level or course attended;
- (iv) Four (4) recent passport size photographs;
- (v) A birth certificate or affidavit;
- (vi) Original receipt of payment for registration and hostel residence bill (for students who wish to reside hostel).

5.0 FEES.

5.1 Government-sponsored students’ contribution

- Admission becomes effective only on half payment of the required fees;
- For any fees payments please contact KIST accountant, fee may be paid directly to the *Bank account: People’s Bank of Zanzibar Ltd (PBZ), Account name: Karume Institute of Science and Technology; Account No. 0404391002. Or KIST Project Account No. 0406635000*

At least 50% of the total fees to be paid in advance within three weeks after started 1st Semester and the remaining should be paid before commencement of the 2nd Semester; Under any circumstances fees once paid, in full or in instalment will not be refunded;

- If candidate is enrolled for only one module, he/she will have to pay 75,000 shillings.
- If candidate is enrolled for two modules, he/she will have to pay only 150,000 shillings.
- If candidate is enrolled for more than two modules, he/she will be required to pay half of the annual fees.
- Candidates must obtain and safely keep the official receipts of all payments and produce them when required by the office for any verification.

Fee Structure for Bachelor of Engineering in Aircraft Maintenance Engineering.

I. Bachelor of Aircraft Maintenance Engineering

a. Direct Payments to the Institute in (Tsh)

Description	1 st Year	2 nd Year	3 rd Year	4 th Year
Tuition Fees	8,000,000/=	8,000,000/=	8,000,000/=	8,000,000/=
Registration Fee	10,000/=	10,000/=	10,000/=	10,000/=
NACTE QA	20,000/=	20,000/=	20,000/=	20,000/=
KIST Examination Fees	200,000/=	200,000/=	200,000/=	200,000/=
Student's Identity Card	5,000/=	5,000/=	5,000/=	5,000/=
Library Membership fees	4,000/=	4,000/=	4,000/=	4,000/=
KIST Student Organization fees	5,000/=	5,000/=	5,000/=	5,000/=
Graduation	-	-	-	200,000/=
Educational Festival	500/=	500/=	500/=	500/=
Sports Development	1,000/ =	1,000/=	1,000/=	1,000/=
Health Insurance Fees	50,400/=	50,400/=	50,400/=	50,400/=
Caution Money	20,000/=	20,000/=	20,000/=	20,000/=
Department Fee	22,500/=	22,500/=	22,500/=	22,500/=
Subtotal	8,338,400/=	8,338,400/=	8,338,400/=	8,538,400/=

b. Residence contributions (Tsh)

Description	1st Year	2nd Year	3rd Year	4th Year
Accommodation in Campus	250,000/=	250,000/=	250,000/=	250,000/=
Accommodation out of Campus	300,000/=	300,000/=	300,000/=	300,000/=
Caution Money	10,000/=	10,000/=	10,000/=	10,000/=

c. Allowance paid direct to the students by Sponsor (Tsh)

Description	1st Year	2nd Year	3rd Year	4th Year
Project work (NTA - 8)	-	-	-	500,000/=
Meals (15,000/= x 238 Days)	3,570,000/ =	3,570,000/=	3,570,000/=	3,570,000/ =
Transport fare to attend IPT	100,000/=	100,000/=	100,000/=	-
Book and stationeries	500,000/=	500,000/=	500,000/=	500,000/=
Field Work (20,000/= x 90Days)	1,800,000/ =	1,800,000/=	1,800,000/=	-
Special requirement	1,000,000/ =	1,000,000/=	1,000,000/=	1,000,000/ =
Total	7,075,000/ =	7,075,000/=	7,075,000/=	5,675,000/ =

Other payment related to NTA level

ASSOCIATION COSTS

a) All the association costs should paid before registration

Description	RESIDENT FEES TZS	NON- RESIDANT USD	RESIDENT FEES TZS	NON- RESIDANT USD
	Level 4		Level 5 – 6	
Student Registration	15,000	18	15,000	18
Identity Card	5,000	3	0	0
Education Festival	10,000	5	10,000	5
Semester Examinations	200,000	100	200,000	100
Transport Facilities	60,000	30	60,000	30
ICT Service	30,000	15	30,000	15
Graduation	20,000	10	20,000	10
Student Association	5,000	3	5,000	3
Health Insurance	50,400	27	50,400	27
Caution Money	30,000	15	30,000	15
Department Development	22,500	12	22,500	12
TOTAL	447,900	238	442,900	235

b) Below table should paid 75% of the Tuition Fee cost witch is equal to **225,000Tsh before registration and 25% before second semester registration**

Other should paid in total.

Description	RESIDENT FEES TZS	NON-RESIDANT USD
	Level 4 – 6	Level 4 – 6
Tuition Fee per annual	300,000	150
Hostel Fee	240,000	120
TOTAL	540,000	270

Allowance

Note: Paid direct to the student by the sponsor

	RESIDENT FEES	NON-RESIDANT
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Description	TZS	USD
	Level 4 – 6	Level 4 - 6
Project work (NTA- 6)	400,000	200
Meals and Accommodation	750,000	375
Transport during IPT	200,000	100
Books and stationeries	150,000	75
TOTAL	1,500,000	750

Fees for Computer Applications, Vocational Training & Pre-entry		
Computer Applications	Per package Shs. 20,000 to Shs. 80,000	
Vocational Training Courses	Monthly Shs.20,000	<i>Should be paid at least 6 months in advance</i>

TUITION FEES AND ASSOCIATION COSTS

Fees/cost directly payable to the Institute by the students/sponsors/parents/guardians

TUITION FEES

S/N	Description	Tanzanian	Non- Tanzanian
		TZS	USD
1	Bachelor of Civil Engineering	1,200,000	2,000
2	Bachelor of Electrical and Electronics Engineering	1,200,000	2,000
3	Bachelor of Telecommunication and Network Engineering	1,200,000	2,000
4	Bachelor of Engineering in Aircraft Maintenance	8,000,000	6,000

Hint:

You are required to pay at least 50% of tuition fees before registration

ASSOCIATION COSTS

S/ N	Description	1 st Year		2 st - 3 rd Year		4 th Year	
		Tanzanian	Non- Tanzanian	Tanzanian	Non- Tanzanian	Tanzanian	Non- Tanzanian
		T Z S	U S D	T Z S	U S D	T Z S	U S D
1	Registration fees	10,000	40	10,000	40	10,000	40
2	NACTE QA	20,000	10	20,000	10	20,000	10
3	KIST Examination fees	200,000	100	200,000	100	200,000	100
4	Student's Identity Card	5,000	0	0	0	0	0
5	Library Membership fees	4,000	10	4,000	10	4,000	10
6	KIST Student Organization fees	5,000	10	5,000	10	5,000	10
7	Graduation	0	0	0	0	200,000	100
8	Education Festival	10,000	5	10,000	5	10,000	5
10	Health Insurance Fees	50,400	20	50,400	20	50,400	20
11	Caution Money	20,000	30	0	0	0	0
12	Department Fee	22,500	10	22,500	10	22,500	10
	SUB TOTAL	346,900	235	321,900	205	521,900	305
13	Hostel	240,000	150	240,000	150	240,000	150

TOTAL COST	586,900	385	561,900	355	761,900	455
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Hint:

All the association cost should pay before registration.

Allowance

Cost paid direct to the student by sponsor

S/N	Description	1 st – 3 th Year (NTA Level 7)		4 th Year (NTA Level 8)	
		Tanzanian	Non-Tanzanian	Tanzanian	Non-Tanzanian
		TZS	USD	TZS	USD
1	Industrial Practical Training	800,000	800	0	0
2	Book and Stationery Costs	300,000	200	300,000	200
3	Meals and Accommodation	2,570,000	2,000	2,570,000	2,000
4	Special Requirement	500,000	500	500,000	500
5	Project Work	0	0	500,000	200
6	Transport Fare to IPT	100,000	50	0	0
Total		4,270,000	3,550	3,870,000	2,900

6.0 INSTITUTE DEPARTMENTS

6.1 Civil and Transportation Engineering Department

This department was established in 1972. Since then, it has grown in strength in terms of equipment and materials. Plans are in place to improve the physical resources and staff situation in line with the new KIST mission. Graduates of this department are capable of interpreting Civil Engineer's designs into technical realities in various jobs such as road and highway construction, erection of buildings and other structural works, surveying, draughtsman ship and other related works.

Currently department offer Ordinary Diploma (NTA Level 4 – 6) and Bachelor degree (NTA level 7-8)

Through ACCRA Italy the department has got a high-tech laboratory which can do different type of building material analysis especially the ones related to old stone buildings. Using this laboratory KIST can help in preventing old buildings of stone town as well as historical ruins.

6.1.1 Civil Engineering Staff Members

Dr. Iddy Kh. Iddy, FTC (KTC); BSc. of Civil Engineering (RUDN - Russia); MSc. of Civil Engineering (RUDN - Russia); PhD of Harbour Water Coastal and Offshore Engineering (HHU –China) - **Head of Department**.

***Mr. Yunus A. Hamdan**, BSc. in Civil and Structural Engineering (UDSM); MSc. in Structural Engineering (UDSM)

Ms. Zuleikha P. Ali, FTC (KTC); BSc. in Engineering (DIT), MSc in Water supply and Sanitation (NM-AIST)

Ms. Arafa S. Juma, FTC (KTC); Diploma in Education (Zanzibar) Adv. Diploma in Engineering (MIST), PGD Engineering (UDSM), MSc. in Structural Engineering and Constructions (UPM – Malaysia)

Ms. Tawhida M. Hussein, FTC (KTC), Adv. Diploma in Civil Engineering (DIT), PGD in Structural Engineering (UDSM), MSc. Eng in Maintenance Management (DIT)

Ms. Hidaya A. Abbass, FTC (KTC); BSc. in Engineering (UDSM); MSc Integrated Sanitation Management (UDSM)

Mr. Zidi A. Makame, FTC (KTC); MSc in Architect (Russia)

Ms. Fatma K. Hamad, Ordinary Diploma in Civil and Transportation (KIST - Zanzibar), BSc. in Civil and Structural Engineering (DIT); M. Eng in Maintenance Management (DIT).

Mr. Omar A. Ali, Ordinary Diploma in Civil and Transportation (KIST - Zanzibar), B. Eng in Aircraft Maintenance Engineering (KIST)

Ms. Sauda M. Hassan; FTC (KTC), BSc. in Civil Engineering (UDSM).

***Mr. Ahmed K. Suleiman** Ordinary Diploma in Civil and Transportation (KIST - Zanzibar).

Mr. Hassan A. Ahmed; B. Eng. in Civil Engineering (MUST).

Ms. Ilham A. Zaid; BSc. in Building Economics (ARU)

Mr. Khalfan M. Hassan; Diploma in HRM (IPA – Zanzibar).

***Study leave**

6.1.2 Bachelor Degree in Civil Engineering

First Year

Semester 1

S/N	Code	Module Title	Credits
1	EGU 07101	Professional Communication for Engineers	5
2	EGU 07102	Advanced Calculus	8
3	EGU 07103	Fundamental of Electrical Engineering	9
4	EGU 07104	Technical Drawing	10
5	EGU 07105	Fundamental of Engineering Statics	10
6	EGU 07106	Workshop Practice	12
Total Credits			54

Semester 2

S/N	Code	Module Title	Credits
1	EGU 07207	Differential Equation Applications	8
2	EGU 07208	AC Circuit Fundamentals	9
3	EGU 07209	Engineering Drawing	10
4	EGU 07210	Principles of Dynamics	9
5	EGU 07211	Computer Architecture and Programming Basics	8
6	EGU 07212	Workshop Practice	12
7	EGU 07213	Industrial Practical Training	10
Total Credits			66

Second Year (2)

Semester 1

S/N		Code	Module Title	Credits
1		EGU 07301	Linear Algebra	6

2		EGU 07302	Fundamentals of Computer Programming	6
3		CEU 07303	Civil Engineering Materials	9
4		CEU 07304	Fundamentals of Building Construction	9
5		CEU 07305	Soil Mechanics	9
6		CEU 07306	Strength of materials	6
7		CEU 07307	Architectural Drawing	9
Total Credits				42

Semester 2

S/N	Code	Module Title	Credits
1	EGU 07408	Statistics and Probability	6
2	EGU 07409	Computer Aided Design and Drawing	3
3	CEU 07410	Materials for masonry works	6
4	CEU 07411	Concrete Technology	9
5	CEU 07412	Quantity Survey	6
6	CEU 07413	Land Survey	9
7	CEU 07414	Water supply	6
8	CEU 07415	Analysis of Determinate Structure	8
9	CEU 07416	Labour Based Technology	3
10	IPT I	Industrial Practical Training	10
Total Credits			66

Third Year (3)

S/N	Code	Module Title	Credits
1	EGU 07501	Research Methods for Engineers	6
2	EGU 07502	Computing Using a Mathematical Software	6
3	CEU 07503	Building Construction	8
4	CEU 07504	Project Management	6
5	CEU 07506	Fluid mechanics	6

6	CEU 07507	Reinforced concrete Design	6
7	CEU 07508	Engineering Geology	6
8	CEU 07509	Route Design	9
9	CEU 07510	Analysis of Indeterminate Structure	6
Total Credits			59

Third Year Semester 2

S/N	Code	Module Title	Credits
1	EGU 07611	Technical Research Writing	6
2	CEU 07612	Multi- story Buildings	6
3	CEU 07613	Construction Management	6
4	CEU 07614	Soil Technology	7
5	CEU 07615	Traffic Engineering	6
6	CEU 07616	Engineering Hydrology	6
7	CEU 07617	Open Channel hydraulic	6
8	CEU 07618	Dynamics of structure	8
9	IPT II	Industrial Practical Training	10
Total Credits			61

Fourth Year (4)

Semester I

S/N	CODE	Module Title	Credits
1	CEU 08101	Engineering Economics	6
2	CEU 08102	Geographical Information System	6
3	CEU 08103	Highway Engineering Materials	9
4	CEU 08104	Structural Steel Design	6
5	CEU 08105	Bridge Design and Construction	6

6	CEU 08106	Project Planning	18
7		Elective Module	6
Total Credits			57

Elective Modules

S/N	CODE	Module Title
1	CEU 08107	Construction Engineering Services
2	CEU 08108	Hydraulic Structures
3	CEU 08109	Waste Water Engineering

Semester II

S/N	CODE	Module Title	Credits
1	EGU 08210	Entrepreneurship for Engineers	6
2	CEU 08211	Foundation Engineering	9
3	CEU 08212	Structural Timber Design	6
4	CEU 08213	Pavement Design	9
5	CEU 08214	Solid Waste Management	6
6	CEU 08215	Transportation Engineering	6
7	CEU 08216	Project Realization	18
8		Elective Module	6
Total Credits			66

Elective Modules

S/N	CODE	Module Title
1	CEU 08217	Industrial Building Construction
2	CEU 08218	Masonry and Retaining Wall Design
3	CEU 08219	Pavement Maintenance

4	CET 08220	Irrigation Engineering
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6.1.3 Basic Technician Certificate in Civil & Transportation Engineering (NTA Level 4)

S/N	Code	Module title	Credits
1	CET 04101	Engineering Drawing	6
2	CET 04102	Elements of Soil Mechanics	8
3	CET 04103	Building Materials	9
4	CET 04104	Workshop Technology	6
5	CET 04105	Fundamentals of Building Construction	9
6	CET 04106	Road Construction	4
7	CET 04107	Fundamentals of Algebra	4
8	CET 04108	Dynamics Physics	3
9	CET 04109	Basics Communication Skills	3
10	CET 04110	Basic Computers skills	3
11	CET 04211	Introduction to Land Surveying	6
12	CET 04212	Construction Technology	9
13	CET 04213	Statics	4
14	CET 04214	Estimating and Costing	3
15	CET 04215	Elements of Building Construction Maintenance	4
16	CET 04216	Concrete Technology	9
17	CET 04217	Road Maintenance	3
18	CET 04218	Binomial Theorem and Calculus	5
19	CET 04219	Fundamentals of Atomic Theory	3
20	CET 04220	Fundamentals of Writing Communication Skills.	3
21	CET 04221	Fundamental of Entrepreneurship	3

22	CET 04222	Basic spreadsheet and Internet	3
23	IPT 04	Industrial Training	10
Total Credits			120

6.1.4 Technician Certificate in Civil & Transportation Engineering (NTA level 5)

S/N	Code	Module title	Credits
1	CET 05101	Building Construction	6
2	CET 05102	Road Design and Construction	6
3	CET 05103	Structural Mechanics	6
4	CET 05104	Land Surveying	6
5	CET 05105	Soil Mechanics	7
6	CET 05106	Construction materials	4
7	CET 05107	Architectural Draughting	6
8	CET 05108	Coordinate Geometry	4
9	CET 05109	Strength of Materials	3
10	CET 05110	Oral Communication Skills	3
11	CET 05111	Database	3
12	CET 05212	Quantity Surveying	6
13	CET 05213	Building Construction Maintenance	5
14	CET 05214	Fundamentals of Reinforced Concrete design	6
15	CET 05215	Workshop Practice	8
16	CET 05216	Water Supply	5
17	CET 05217	Project Management	5
18	CET 05218	Service Maintenance	3
19	CET 05219	Calculus	5
20	CET 05220	Thermometry Heat Transfer	3
22	CET 05221	Report Writing Skills	3
23	CET 05222	Entrepreneurship and Development Skills	3
24	CET 05223	Fundamentals of Computer Programming	3
25	IPT 05	Industrial Practical Training	10
Total Credits			120

6.1.5 Ordinary Diploma in Civil & Transportation Engineering (NTA- Level 6)

S/N	Code	Module title	Credits
1	CED 06101	Advanced Building construction	9
2	CED 06102	Construction Management	5
3	CED 06103	Reinforced Cement Concrete Design	6
4	CED 06104	Foundation Engineering	6
5	CED 06105	Fluid mechanics	6
6	CED 06106	Structural Timber Design	9
7	CED 06107	Conic sections, Statistics and Probability	4
8	CED 06108	Thermodynamics and Waves Physics	3
9	CED 06109	Project Presentation Skills	3
10	CED 06110	Fundamental of C++ Programming	3
11	P 06	Project	3
12	CED 06212	Advance Building construction Maintenance	6
13	CED 06213	Resource Management	6
14	CED 06214	Reinforced concrete Details	8
15	CED 06215	Structural Steel Design	6
16	CED 06216	Sanitation Engineering	6
17	CED 06217	Hydraulics	6
18	CED 06218	Boolean algebra, Linear Programming and Differential Equations	5
19	CED 06219	Organic Chemistry and Pollution	4
20	CED 06220	Formal Report Writing	3
21	CED 06221	Entrepreneurship Competencies	3
22	CED 06222	Control structures in C++ Programming	3

23	P 06	Project	7
<i>Total Credits</i>			120

6.2 Mechanical and Automotive Engineering Department

6.2.1 Mechanical Engineering

This is one of the first two departments at the Institute. It was established in 1969 with two sections - Mechanical and Automotive. A third section, Refrigeration & Air Conditioning was later introduced before automotive section was separated from them. The intake per year varies but the maximum intake in each academic year is 16 students. This is due to the number of machines available in the department. From 1980 to date girls' students, even though in a small number are amongst the best graduates of the department. Some of the successful students from earlier years have joined the teaching staff and others are now working in industries, self-employed and organizations in high positions of responsibility.

7.2.2 Automotive Engineering

This is the third Department to be established at the Institute, when the Automotive section was separated from the Mechanical Engineering Department to form a new department Automotive Engineering. The courses of this department are designed to provide the students with basic knowledge and skills to gain employment as a Motor Vehicle Technician, who is responsible for servicing, maintaining and repairing a large variety of automotive vehicles.

In January 2011 a modern Automobile workshop started providing services to the modern cars having computerized systems. This workshop has been sponsored by the German Government through Non-Governmental Organization Partner-aid International Organization (PAI), PAMOJA and NGO from Zanzibar and KIST. With this modern workshop, students have an opportunity to learn and use their skills with modern equipment so that after three years of schooling they will be ready to be employed

The two departments were later joined to form a new department of Mechanical and Automotive Engineering.

The department currently offer the following programs;

1. Bachelor Degree in Aircraft Maintenance Engineering and (NTA- level 7-8)
2. Ordinary Diploma in Mechanical Engineering (NTA Level 4 – 6)
3. Ordinary Diploma in Automotive Engineering (NTA Level 4 - 6)
4. Ordinary Diploma in Mechanical Engineering with Oil and Gas (NTA Level 4 – 6)

6.2.5 Mechanical and Automotive Engineering Staff Members

Mr. Ali H. Mkali; FTC (KTC), Adv. Diploma in Engineering (DIT), PGD (EM) (UDSM), MEM (UDSM) - Head of Department

Dr. Thabit S. Nassor; BSc. in Electro- Mechanical Engineering (UDSM), MSc. Electrical and Electronics Engineering (JAPAN), Doctor of Engineering in Interdisciplinary Intelligent systems (JAPAN).

Mr. Hemed M. Iddi; Ordinary Diploma (KIST), B.Eng. in Production Engineering (DIT), MSc. In Mechanical Engineering (UDSM),

Mr. Kassim H. Kassu; BSc. in Aerospace Engineering (U.S.A), MSc. in Aerospace Engineering (U.S.A)

Ms. Samira A. Moh'd; Ordinary Diploma (KIST), BSc. in Mechanical Engineering (DIT)

Mr. Said F. Abbas; FTC (KTC), Diploma in Education (Zanzibar), Advance Diploma in Engineering (MIST).

Mr. Amour S. Mohamed; Ordinary Diploma (KIST), B.Eng. in Mechanical Eng. (DIT).

***Mr. Hafidh J. Mfaume;** B.Eng. in Mechanical Engineering (Turkey)

Mr. Walid S. Muhamed; ACSEE (Lumumba S. School), BSc in Geo informatics (UDSM).

***Mr. Omar Kh. Omar;** BSc in Aviation Management (Turkey).

*** Mr. Burhani M. Burhani;** ACSEE (Lumumba S. School), B.Eng. in Aerospace Engineering (Malaysia), MSc in Aeronautical Engineering (Malaysia).

Mr. Ali Kh. Khamis; BSc in Automobile Engineering (NIT)

Mr. Abdalla S. Ali; Ordinary Diploma (KIST), B.Eng. in Mechanical Engineering (DIT).

Mr. Salim S. Salim; B. Eng in Mechanical Engineering (MUST).

***Mr. Yussuf A. Said;** Ordinary Diploma (KIST), B. Eng in Aircraft Maintenance Engineering (NIT).

***Study Leave**

6.2.6 Aircraft Maintenance Engineering (NTA-level 7-8)

First Year

Semester I

CODE	MODULE TITLE	CREDITS
	FUNDAMENTAL MODULES	
AMU 07101	Professional Communication for Engineers	4
AMU 07102	Advanced Calculus	6
AMU 07103	Fundamental of Engineering Statics	6
	CORE MODULES	

AMU 07104	Fundamental of Electrical Engineering	6
AMU 07105	Technical Drawing	6
AMU 07106	Aerodynamics	6
AMU 07107	Aircraft Engineering Materials	4
AMU 07108	Workshop Practice	12
TOTAL CREDITS		50

Semester II

CODE	MODULE TITLE	CREDITS
	FUNDAMENTAL MODULES	
AMU 07209	Linear Algebra	6
AMU 07210	Principles of Dynamics	6
AMU 07211	Computer Architecture and Programming Basics	6
	CORE MODULES	
AMU 07212	AC Circuit Fundamentals	6
AMU 07213	Strength of Materials	6
AMU 07214	Engineering Drawing	6
AMU 07215	Aircraft Electrical Systems	9
AMU 07216	Workshop Practice	12
AMU 07217	Industrial Practical Training	10
TOTAL CREDITS		67

Second Year

Semester I

CODE	MODULE TITLE	CREDITS
	FUNDAMENTAL MODULES	

AMU 07318	Differential Equation Applications	6
AMU 07319	Engineering Physics	5
	CORE MODULES	
AMU 07320	Aircraft Engineering Drawing	6
AMU 07321	Aviation Chemistry	5
AMU 07322	Aircraft Flight Control	9
AMU 07323	Aircraft Piston Engine Design and Constructions	9
AMU 07324	Aircraft Structures and Maintenance Systems	9
AMU 07325	Aircraft Maintenance Practices	12
TOTAL CREDITS		61

Semester II

CODE	MODULE TITLE	CREDITS
	FUNDAMENTAL MODULES	
AMU 07426	Statistics and Probability	6
	CORE MODULES	
AMU 07427	Computer Aided Design	6
AMU 07428	Aircraft Gas Turbine Engine	9
AMU 07429	Aircraft Landing Gear and Brakes	9
AMU 07430	Aircraft Fire Protection	5
AMU 07431	Aircraft Propellers	9
AMU 07432	Aviation Safety and Human Factors	6
AMU 07433	Helicopter Aerodynamics, Structures and Systems	9
AMU 07434	Industrial Practical Training	10
TOTAL CREDITS		69

Third Year**SEMESTER I**

Code	Module Title	Credits
	Fundamental Modules	
AMU 07535	MATLAB Application	6
AMU 07536	Entrepreneurship for Engineers	4
	Core Modules	
AMU 07537	Fluid Mechanics and Thermodynamics	6
AMU 07538	Aviation Meteorology	6
AMU 07539	Avionic Systems	9
AMU 07540	Aircraft Instruments Systems	9
AMU 07541	Aircraft Environment Systems	6
AMU 07542	Basic Aerospace Engineering and Aerothermodynamics propulsion	9
Total		55

SEMESTER II

Code	Module Title	Credits
	Fundamental Modules	
AMU 07643	Engineering Economics	5
AMU 07644	Research Methods	5
	Core Modules	
AMU 07645	Aircraft Hydraulic and Pneumatic Systems	9
AMU 07646	Aircraft Operations, Weight and Balance	9

AMU 07647	Aircraft Fuel Systems	6
AMU 07648	Aircraft Communication and Navigation Systems	9
AMU 07649	Air Laws and Regulations	5
AMU 07650	Industrial Practical Training	10
	Total	58

Fourth Year

SEMESTER I

S/N	CODE	MODULE NAME	CREDITS
	CORE MODULES		
1	APU 08101	Individual Project	18
2	APU 08102	Numerical and Statistical Analysis for Engineering	12
3	APU 08103	Advanced Pilot Theory – Airline Transport Pilot License (ATPL)	9
4	APU 08104	Aircraft Design	12
5	APU 08105	Aero Engines	9
	ELECTIVE MODULES		
6	APU 08106	Avionic Systems Design	9
7	APU 08107	Data Communication	6
8	APU 08108	Cellular Mobile Radio Systems	6
Total Credits			81

SEMESTER II

S/N	CODE	MODULE NAME	CREDITS
	CORE MODULES		
1	APU 08209	Final Project	18
2	APU 08210	Project Management	12
3	APU 08211	Engineering Ethics	12
4	APU 08212	Aviation Regulation and Standards	9

5	APU 08213	Digital Control	9
ELECTIVE MODULES			
6	APU 08214	Antennas	9
TOTAL CREDITS			69

6.2.7 Basic Technician Certificate in Mechanical and Automotive Engineering (NTA Level 4)

S/N	CODE	MODULE TITLE	CREDITS
1	MET 04101	Basic Technical Drawing	7
2	MET 04102	Fundamentals of Engineering Materials	6
3	MET 04103	Basic Mechanical Engineering Science	6
4	MET 04104	Workshop Technology	14
5	MET 04105	Basic Electrical Engineering Science	6
6	MET 04106	Fundamentals of Algebra	4
7	MET 04107	Basic Entrepreneurship Skills	4
8	MET 04108	Basics Communication Skills	4
9	MET 04109	Fundamental of Computers applications	4
10	MET 04210	Mechanical Drafting	7
11	MET 04211	Engineering Materials	6
12	MET 04212	Mechanical Engineering Science	7
13	MET 04213	Manufacturing Engineering	14
14	MET 04214	Electrical Engineering Science	7
15	MET 04215	Fundamentals of Binomial Theorem and Calculus	4
16	MET 04216	Fundamentals of Writing Skills	4
17	MET 04217	Basic Office Packages	4
18	IPT 04	Industrial Practical Training	10

TOTAL CREDITS	120
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6.2.8 Basic Technician Certificate in Mechanical engineering with Oil and Gas (NTA Level 4)

S/N	Code	Module Title	Credit
1	OGT 04101	Basic Technical Drawing	6
2	OGT 04102	Fundamentals of Engineering Materials	6
3	OGT 04103	Basic Mechanical Engineering Science	6
4	OGT 04104	Workshop Technology	9
5	OGT 04105	Basic Electrical Engineering Science	6
6	OGT 04106	Fundamentals of Petroleum Engineering	9
7	OGT 04107	Fundamentals of Algebra	4
8	OGT 04108	Basic of Entrepreneurship Skills	4
9	OGT 04109	Basic of Communication Skills	4
10	OGT 04110	Fundamentals of Computer Applications	4
11	OGT 04211	Mechanical Drafting	6
12	OGT 04212	Engineering Materials	6
13	OGT 04213	Mechanical Engineering Science	6
14	OGT 04214	Manufacturing Engineering	9
15	OGT 04215	Electrical Engineering Science	6
16	OGT 06216	Occupational Health and Safety in Oil and Gas	7
17	OGT 04217	Fundamentals to Binomial Theorem and Calculus	4
18	OGT 04218	Fundamentals of Writing Skills	4
19	OGT 04219	Fundamentals of Basic Office Packages	4
20	IPT 04	Industrial Practical Training	10
TOTAL CREDITS			120

6.2.9 Technician Certificate in Mechanical Engineering (NTA 5)

S/N	CODE	MODULE TITLE	CREDITS
1	MET 05101	Technical Drawing	7
2	MET 05102	Strengths of Materials	7
3	MET 05103	Manufacturing Engineering	9
4	MET 05104	Theory of Machines	7
5	MET 05105	Thermodynamics	7
6	MET 05106	Engineering Measurements & Instrumentations	7
7	MET 05107	Vector Algebra and Coordinate Geometry	5
8	MET 05108	Oral Communication Skills	4
9	MET 05109	Computer Database and Presentation	4
10	MET 05210	Engineering Drawing	7
11	MET 05211	Manufacturing Engineering	9
12	MET 05212	Machine Design	7
13	MET 05213	Fluids Mechanics	7
14	MET 05214	Control Technology	7
15	MET 05215	Trigonometry and Differential Equation	5
16	MET 05216	Informal Report Writing Skills	4
17	MET 05217	Entrepreneurship Development Skills	3
18	MET 05218	Fundamentals of Computer Programming	4
19	IPT 05	Industrial Practical Training	10
<i>TOTAL CREDITS</i>			<i>120</i>

6.2.10 Technician Certificate in Automotive Engineering (NTA Level 5)

S/N	Code	Module Title	Credits
1	AET 05101	Technical Drawing	7
2	AET 05102	Strengths of Materials	7
3	AET 05103	Automotive Technology	9
4	AET 05104	Theory of Machines	
5	AET 05105	Thermodynamics	6
6	AET 05106	Engineering Measurements & Instrumentations	6
7	AET 05107	Vector Algebra and Coordinate Geometry	5
8	AET 05108	Oral Communication Skills	5
9	AET 05109	Computer Database and Presentation	4
10	AET 05210	Engineering Drawing	7
11	AET 05211	Automotive Technology	9
12	AET 05212	Machine Design	7
13	AET 05213	Fluids Mechanics	7
14	AET 05214	Control Technology	7
15	AET 05215	Trigonometry and Differential Equation	5
16	AET 05216	Informal Report Writing Skills	4
17	AET 05217	Entrepreneurship Development Skills	3
18	AET 05218	Fundamentals of Computer Programming	4
19	IPT 05	Industrial Practical Training	10
Total credits			120

6.2.11 Technician Certificate in Mechanical engineering with Oil and Gas (NTA Level 5)

S/N	Code	Module Name	Credits
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1	OGT 05101	Technical Drawing	6
2	OGT 05102	Strengths of Materials	6
3	OGT 05103	Oil and Gas Supply Chain	9
4	OGT 05104	Theory of Machines	6
5	OGT 05105	Thermodynamics	6
6	OGT 05106	Engineering Measurement and Instrumentations	6
7	OGT 05107	Oil and Gas Chemistry	9
8	OGT 05108	Vector Algebra and Coordinate Geometry	5
9	OGT 05109	Oral Communication Skills	4
10	OGT 05110	Computer Database and Presentation	4
11	OGT 05211	Engineering Drawing	6
12	OGT 05212	Oil and Gas Piping System	9
13	OGT 05213	Machine Design	6
14	OGT 05214	Fluids Mechanics	6
15	OGT 05215	Control Technology	6
16	OGT 05216	Trigonometry and Differential Equation	5
17	OGT 05217	Informal Report Writing Skills	4
18	OGT 05218	Entrepreneurship Development Skills	3
19	OGT 05219	Fundamental of Computer Programming	4
20	IPT 05	Industrial Practical Training	10
Total Credits			120

6.2.12 Ordinary Diploma in Mechanical Engineering (NTA Level- 6)

S/N	Code	Module Title	Credits
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1	MET 06101	Machine Drawing	6
2	MET 06102	Machine Elements	6
3	MET 06103	Power Production	6
4	MET 06104	Environmental engineering	6
5	MET 06105	Air-conditioning and Refrigeration	9
6	MET 06106	Production Technology	8
7	MET 06107	Statistics and Probability	5
8	MET 06108	Project Reports Writing and Presentation Skills	5
9	MET 06109	Fundamentals of C++ Programming	5
10	MET 06110	Project	10
11	MET 06211	Computer Aided Drafting	6
12	MET 06212	Machine Elements and Design	6
13	MET 06213	Power Plants	6
14	MET 06214	Air-conditioning and Refrigeration	9
15	MET 06215	Mechatronics	6
16	MET 06216	Workshop Management	6
17	MET 06217	Logic and Linear Programming	5
18	MET 06218	Final Project	10
Total Credits			120

6.2.13 Ordinary Diploma in Automotive Engineering (NTA - Level 6)

S/N	Code	Module Title	Credits
1	AET 06101	Machine Drawing	6
2	AET 06102	Machine Elements	6
3	AET 06103	Power Production	6

4	AET 06104	Environmental engineering	6
5	AET 06105	Automotive Technology	8
6	AET 06106	Auto Electrical and Electronic Systems	8
7	AET 06107	Statistics and Probability	5
8	AET 06108	Project Report Writing and Presentation Skills	5
9	AET 06109	Fundamentals of C++ Programming	5
10	AET 06110	Project	10
11	AET 06211	Computer Aided Drafting	6
12	AET 06212	Machine Elements and Design	6
13	AET 06213	Power Plants	6
14	AET 06214	Automotive Technology	8
15	AET 06215	Auto Electrical and Electronic Systems	8
16	AET 06216	Workshop Management	6
17	AET 06217	Logic and Linear Programming	5
18	AET 06218	Final Project	10
Total Credits			120

6.2.14 Ordinary Diploma in Mechanical engineering with Oil and Gas (NTA Level 6)

S/N	Code	Module Name	Credits
1	OGT 06101	Machine Drawing	7
2	OGT 06102	Machine Elements	7
3	OGT 06103	Power Production	7
4	OGT 06104	Environmental Engineering	7
5	OGT 06105	Welding Technology in Oil and Gas	12
6	OGT 06106	Statistics and Probability	5

7	OGT 06107	Project Report Writing and Presentation Skills	5
8	OGT 06108	Project	10
9	OGT 06209	Computer Aided Drafting	7
10	OGT 06210	Machine Elements and Design	7
11	OGT 06211	Power Plants	7
12	OGT 06212	Mechatronics	7
13	OGT 06213	Maintenance and Repair Management	12
14	OGT 06214	Logic and Linear Programming	5
15	OGT 06215	Fundamentals of C++ Programming	5
16	OGT 06216	Final Project	10
Total Credits			120

6.3 Electrical Engineering Department

This is one of the earliest established departments of the Institute and has emphasis especially at this time when the Government has provided electricity almost throughout Zanzibar Islands. The department is divided into two programmes: Electrical Engineering and Electrical with Renewable Energy Engineering. Like with any other department at the Institute the programme of study is divided into two major parts: Visual tutorial and industrial training. Electrical Engineering Department offers ordinary Diploma (Level 4-6), Bachelor Degree (NTA Level 7-8) and several courses in vocational education and training.

Despite being one of the oldest departments of the Institute, still a lot of students prefer to take electrical and electrical with renewable energy engineering courses, especially female students.

Future prospect of the department is to establish Electro-mechanical

Engineering courses which will include Biomedical, Electrical and Mechanical measurements and maintenance of equipment used in different automation.

6.3.1 Electrical Engineering Department Staff Members

Ms. Nyausi M. Makame - FTC (KTC), BSc. in Electrical Power Engineering (UDSM), MSc in European Renewable Energy (HUAS) - **Head of Department**.

***Mr. Mohammed M. Haji;** FTC (KTC), Adv. Diploma in Engineering (DIT), BSc. in Electrical and Electronics Engineering (SJUIT), MSc. in Sustainable Energy Science and Engineering (NM-AIST).

Ms. Asha R. Nassor; FTC (KTC), BSc. in Electrical Engineering (Algeria), M. Eng. in Maintenance Management (DIT)

Mr. Ali A. Abdulla; FTC (KTC), BSc. in Engineering (UDSM), M. Eng. in Electrical Power Engineering (Kathmandu University-Nepal)

Mr. Bakar H. Mohammed; FTC(KTC), B.Eng in Electrical Engineering (DIT), M. Eng. in Sustainable Energy Engineering (DIT)

Mr. Shariff Kh. Shariff; FTC (KTC), B. Eng in Electrical Engineering (DIT), MSc. In Power Systems and High Voltages (UDSM)

Mr. Said I. Mohamed; BSc. in Telecommunications Engineering (ZU), M. Eng. in Biomedical Engineering (Tianjin University - China)

Mr. Thani R. Said; Ordinary Diploma (KIST), B. Eng in Electrical Engineering (DIT)

***Ms. Zuweni Kh. Said;** Ordinary Diploma (KIST), B. Eng in Electrical Engineering (DIT)

Mr. Rashid M. Said; FTC (KTC), B. Eng in Electrical Engineering (DIT).

Ms. Salama S. Issa; FTC (KTC), Diploma in Vocational Teachers Training (KIST)

***On study leave**

7.3.2 Bachelor Degree in Electrical and Electronics Engineering

First Year

Semester I

S/N	Code	Module Title	Credits
1.	EGU 07101	Professional Communication for Engineers	5
2.	EGU 07102	Advanced Calculus	8
3.	EGU 07103	Fundamental of Electrical Engineering	9
4.	EGU 07104	Technical Drawing	10
5.	EGU 07105	Fundamental of Engineering Statics	10
6.	EGU 07106	Workshop Practice	12
Total Credits			54

Semester II

S/N	Code	Module Title	Credits
1.	EGU 07207	Differential Equation Applications	8
2.	EGU 07208	AC Circuit Fundamentals	9
3.	EGU 07209	Engineering Drawing	10
4.	EGU 07210	Principles of Dynamics	9
5.	EGU 07211	Computer Architecture and Programming Basics	8
6.	EGU 07212	Workshop Practice	12
7.	EGU 07213	Industrial Practical Training	10
Total Credits			66

Second Year

Semester I

S/N	Code	Module Title	Credit
1	EEU 07301	Linear Algebra	6

2	EEU 07302	MATLAB Applications	7
3	EEU 07303	Electrical Materials	8
4	EEU 07304	Electrical Network	8
5	EEU 07305	Measurement and Instrumentations	9
6	EEU 07306	Electronics Devices and Circuits	8
7	EEU 07307	Structural Programming	8
Total Credits			54

Semester II

S/N	Code	Module Title	Credits
1	EEU 07408	Statistics and Probability	7
2	EEU 07409	Object Oriented Programming	8
3	EEU 07410	Strength of Materials	8
4	EEU 07411	Control Systems	9
5	EEU 07412	Engineering Electromagnetics	8
6	EEU 07413	Digital Systems	8
7	EEU 07414	Communication Systems	8
8	EEU 07415	Industrial Practical Training	10
Total Credits			66

Third Year

Semester I

S/N	Code	Module Title	Credits
1	EEU 07516	Occupational Safety and Maintenance	7
2	EEU 07517	Fundamental of Electrical Machinery	9
3	EEU 07518	Electrical Power Transmission and Distribution	9

4	EEU 07519	Signal and Wave Shaping	8
5	EEU 07520	Signal and Systems	9
6	EEU 07521	Fundamental of Microprocessor	9
7	EEU 07522	Networks and Data Communications	8
Total Credits			59

Semester II

S/N	Code	Module Name	Credits
1	EEU 07623	Research Methods	7
2	EEU 07624	Electrical Power Machinery	9
3	EEU 07625	Power Plant Engineering	8
4	EEU 07626	Digital Signal Processing	9
5	EEU 07627	Microcontroller and Embedded Systems	9
6	EEU 07628	Power Electronics	9
7	EEU 07629	Industrial Practical Training	10
Total Credits			61

Fourth Year

Semester I

S/N	Code	Module Title	Credits
1	EEU 08101	Engineering Management	6
2	EEU 08102	Power System Analysis	10
3	EEU 08103	Optical Fibre Communication System	9
4	EEU 08104	Power System Protection	9
5	EEU 08105	Solid State Drives	9

6	EEU 08106	Senior Project Proposal	12
7	EEU 08107	Elective Module	9
Total Credits			64

Elective Modules

S/N	Code	Module Title
1	EEU 08112	Computer Based Control
2	EEU 08113	Biomedical Instrumentation
3	EEU 08114	Integrated Circuit Design and Fabrication
4	EEU 08115	Power System Control
5	EEU 08116	Industrial Electrification Design
6	EEU 08117	Electromagnetic Waves Propagation

Semester II

S/N	Code	Module Title	Credits
1	EEU 08207	Entrepreneurship and Ethics for Engineers	6
2	EEU 08208	Project Management for Engineers	6
3	EEU 08209	High Voltage Engineering	9
4	EEU 08210	Renewable Energy Systems	8
5	EEU 08211	Senior Project Implementation	18
6		Elective Module	9
Total Credits			56

Elective Modules

S/N	Code	Module Title
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1	EEU 08218	Flexible AC Transmission Systems
2	EEU 08219	Smart Grid Design
3	EEU 08220	Television Technology
4	EPU 08221	Energy Efficiency Lighting Design
5	EEU 08222	Digital Communication

(A) Electrical Engineering Programme

6.3.3 Basic Technician Certificate in Electrical Engineering (NTA Level 4)

Semester I

S/N	Code	Module Title	Credits
1	EET 04101	DC Circuit Theory.	7
2	EET 04104	Electrical Measurements.	7
3	EET 04105	Technical Drawing.	7
4	EET 04107	Electrical Health and Safety.	7
5	EET 04108	Workshop Practice.	11
6	GST 04101	Fundamentals of Algebra.	6
7	GST 04104	Basic Communication Skills.	6
8	GST 04105	Basic Computer Skills.	3
Total Credits			54

Semester II

S/N	Code	Module Title	Credits
1	EET 04202	AC Circuit Theory.	7
2	EET 04203	Fundamentals of Electronics Devices and Circuits.	8
3	EET 04206	Electrical Draughting.	7

4	EET 04209	Electrical Maintenance.	11
5	EET 04210	Electrical Materials.	8
6	EET 04211	Industrial Practical Training	10
7	GST 04202	Binomial Theorem and Basic Calculus.	6
8	GST 04203	Fundamental of Physical Science.	6
9	GST 04206	Basic Spreadsheet and Internet.	3
Total Credits			66

6.3.4 Technician Certificate in Electrical Engineering (NTA 5)

Semester I

S/N	Code	Module Title	Credits
1	EET 05101	D.C Machines.	7
2	EET 05103	Electrical Power Plants	6
3	EET 05104	Basic Electrical Power Transmission	7
4	EET 05108	MATLAB Basics	5
5	EET 05109	Electrical Wiring and Distribution	7
6	EET 05111	Electrical Installation Practice	8
7	GST 05101	Trigonometry and Coordinate Geometry.	6
8	GST 05104	Technical Communication Skills.	6
9	GST 05105	Database and Presentation.	3
Total Credits			55

Semester II

S/N	Code	Module Title	Credits
1	EET 05202	Transformers.	7

2	EET 05205	Electrical Power Transmission and Distribution.	6
3	EET 05206	Fundamentals of Control Systems	6
4	EET 05207	Digital Electronics	6
5	EET 05210	Electrical Power Utilisation.	7
6	EET 05212	Maintenance and Repair of A.C Machines	8
7	EET 05213	Practical Industrial Training	10
8	GST 05202	Series and Advance Calculus.	6
9	GST 05103	Physical Science	6
10	GST 05206	Fundamentals of Programming.	3
Total Credits			65

6.3.5 Ordinary Diploma in Electrical Engineering (NTA Level 6)

Semester I

S/N	Code	Module Title	Credits
1	EET 06101	Renewable Energy Systems	7
2	EET 06102	Power Electronics	8
3	EET 06103	Induction Motors	8
4	EET 06106	Power Protection Equipment	7
5	EET 06108	Fundamentals of Microcontrollers	8
6	EET 06109	Electrical Machines Rewinding	10
7	EET 06111	Project	4
8	GST 06101	Conic Sections, Statistics and Probability.	6
9	GST 06103	Thermodynamics, Waves and Organic Chemistry.	6
10	GST 06105	Fundamentals of C++ Programming.	6
Total Credits			70

Semester II

S/N	Code	Module Title	Credits
1	EET 06204	Synchronous and Special Machines	8
2	EET 06205	Electric Drives	8
3	EET 06207	Power Systems Protection	8
4	EET 06210	Electrical Installations	8
5	EET 06212	Final Project	6
6	GST 06202	Boolean Algebra, Linear Programming and Differential Equation.	6
7	GST 06204	Entrepreneurship for Technicians.	6
Total Credits			50

(B) Electrical with Renewable Energy Engineering Programme**6.3.6 Basic Technician Certificate in Electrical with Renewable Energy Engineering (NTA Level 4)****Semester I**

S/N	Code	Module Title	Credits
1	RET 04101	DC Circuit Theory.	7
2	RET 04104	Electrical Measurements.	7
3	RET 04105	Technical Drawing.	7
4	RET 04107	Electrical Health and Safety.	7
5	RET 04108	Workshop Practice.	11
6	GST 04101	Fundamentals of Algebra.	6
7	GST 04104	Basic Communication Skills.	6
8	GST 04105	Basic Computer Skills.	3
Total Credits			54

Semester II

S/N	Code	Module Title	Credits
1	RET 04202	AC Circuit Theory.	7
2	RET 04203	Fundamentals of Electronics Devices and Circuits.	8
3	RET 04206	Electrical Draughting.	7

4	RET 04209	Electrical Maintenance.	11
5	RET 04210	Electrical Materials.	8
6	RET 04211	Industrial Practical Training	10
7	GST 04202	Binomial Theorem and Basic Calculus.	6
8	GST 04203	Fundamental of Physical Science.	6
9	GST 04206	Basic Spreadsheet and Internet.	3
Total Credits			66

6.3.7 Technician Certificate in Electrical with Renewable Energy Engineering (NTA Level 5)

Semester I

S/N	Code	Module Title	Credits
1	RET 05101	D.C Machines.	7
2	RET 05103	Wind Power Systems	6
3	RET 05104	Basics of Electrical Power Transmission	7
4	RET 05108	MATLAB Basics	5
5	RET 05109	Electrical Wiring and Distribution	7
6	RET 05111	Electrical Installation Practice	8
7	GST 05101	Trigonometry and Coordinate Geometry	6
8	GST 05104	Technical Communication Skills	6
9	GST 05105	Database and Presentation.	3
Total Credits			55

Semester II

S/N	Code	Module Title	Credits
1	RET 05202	Transformers.	7
2	RET 05205	Electrical Power Transmission and Distribution	6
3	RET 05206	Digital Control Systems	6
4	RET 05207	Hydropower Technology	6
5	RET 05210	Electrical Power Utilisation	7
6	RET 05212	Solar PV Systems	8

7	RET 05213	Industrial Practical Training	10
8	GST 05202	Series and Advance Calculus	6
9	GST 05203	Physical Science	6
10	GST 05206	Fundamentals of Programming	3
Total Credits			65

6.3.8 Ordinary Diploma in Electrical with Renewable Energy Engineering (NTA Level 6)

Semester I

S/N	Code	Module Title	Credits
1	RET 06101	Geothermal and Tidal Energy Systems	9
2	RET 06102	Power Electronics	8
3	RET 06103	Induction Motors	8
4	RET 06106	Power Protection Equipments	7
5	RET 06108	Fundamentals of Microcontrollers	8
6	RET 06109	Biomass Energy System	8
7	RET 06111	Project	4
8	GST 06101	Conic Sections, Statistics and Probability.	6
9	GST 06103	Thermodynamics, Waves and Organic Chemistry.	6
10	GST 06105	Fundamentals of C++ Programming.	6
Total Credits			70

Semester II

S/N	Code	Module Title	Credits
1	RET 06204	Synchronous and Special Machines	8
2	RET 06205	Renewable Energy Economics and Ecology	8
3	RET 06207	Power Systems Protection	8
4	RET 06210	Electrical Installations	8
5	RET 06212	Final Project	6
6	GST 06202	Boolean Algebra, Linear Programming and Differential Equation.	6

7	GST 06204	Entrepreneurship for Technicians.	6
Total Credits			50

6.4 Electronics & Telecommunications, and Computer Engineering Department

It was established in the 1978/79 academic year under UNESCO/UNDP Technical Assistance Programme to the Institute. Now, this department is one amongst the well equipped with modern instruments and resources to conduct the course efficiently.

The main challenges facing this department are to keep instructors up-to-date to face the demand of quick growing technology. With further appropriate industrial training, students will be able to maintain, do service and repair electronics and telecommunication systems and equipment in their related field of work.

Computer engineering section was established in 2007, with seventeen students, under the umbrella of the Electronics and Telecommunication Engineering Department.

In the year 2009 the department established a new course on Information Communication Technology with Business (ICT- Business) which leads to the award of an Ordinary Diploma. This specialisation covers the modules that relate to Information Technology, Business, Communication skills and Business mathematics, the program runs under two streams: morning and evening class and like all other courses it is recognised by NACTE.

6.4.1 Computer, Electronics & Telecommunications Engineering Staff members

Dr. Zuhura J. Ali; BSc. in Engineering (Turkey), MSc. in Electronics and Telecommunication Engineering (China); PhD in Electronics and Telecommunication Engineering (China) - **Head of Department**

Ms. Latifa S. Ufuzo; FTC (KTC), Diploma in Education (Zanzibar); BSc. with Education (Physics/Mathematics) (Zanzibar), M. Maths (UDSM)

***Mr. Juma K. Said;** FTC (KTC), Diploma in Telecommunications (DSM), Adv. Diploma in Computer Science (IFM), MSc. in Information Technology and Management (IFM)

***Ms. Chumu O. Said;** FTC (KTC), B.Eng. in Engineering (DIT), MSc. Eng in Signal and Information Processing (China)

***Mr. Khamis H. Ali;** BSc in Communication Engineering (Malaysia), MSc in Communication Engineering (Malaysia)

***Mr. Ali K. Hassan;** Ordinary Diploma in Electronics and Telecommunication Engineering (DIT), BSc in Telecommunication Engineering (Zanzibar University)

Ms. Hadia J. Azzan; FTC (KTC), BSc. in Electronics and Telecommunication Engineering (Algeria), MSc in Telecommunication Engineering (UDOM)

Mr. Salum A. Salum; Ordinary Diploma (KIST), B Eng. in Telecommunication Engineering (DIT), MSc. in Signal and Information Processing Engineering (China)

Ms Martha D; Kilasi, Ordinary Diploma in Computer Engineering (KIST), BSc in Computer Engineering (DIT)

Mr. Juma O. Salim; FTC (KTC); BSc. in Electronics and Telecommunications Engineering (DIT)

Mr. Abdulrahman M. Moh'd; FTC (KTC), Adv. Diploma in Computer Science (IFM), PGD (EIT) (UDSM)

Ms. Maryam M. Omar; ACSEE (Ben-Bela S. School), BSc. in Computer Engineering (SJUIT)

Mr. Khatib I. Khatib; Ordinary Diploma in Electronics and Telecommunication (KIST – Zanzibar), Bachelor of Computer Science (Uganda).

Mr. Amour K. Hassan; ACSEE Zanzibar Commercial Secondary School, BSc. in Computer Engineering (UDOM).

***Mr. Seif M. Haji;** ACSEE Ben Bella Secondary School, Ordinary Diploma in (ZIFA), BSc. In Information Communication Technology with B (MU)

Ms. Mwanaidi A. Faki; FTC (KTC), Diploma in Computer Science (SUZA), BSc. in Computer Science (SUZA)

***Mr. Mohammed O. Mussa;** Diploma in Information Technology with Accounting (ZIFA), BSc in Information Technology with Accounting (ZIFA)

Ms. Mwana S. Said; Diploma in Electronics and Telecommunication (KIST), BSc in Electronics Science and Communication (UDSM)

Mr. Mwinyi S. Ali; FTC (KTC), BSc. in Electronics and Telecommunication Engineering (SJUIT), MSc in Communication Engineering (China).

Mr. Omar A Khamis; BSc. in Multimedia Technologies and Animation (UDOM).

Mr. Hamis H. Shemngombe; BSc. in Multimedia Technologies and Animation (UDOM).

Ms. Yuthriya I. Khamis; BSc. in Telecommunication (ZU)

Ms. Sumaiya V. Mwadini; Ordinary Diploma in Engineering (KIST), BSc. in Telecommunication (ZU)

Ms. Aisha R. Sleiman; BSc in Telecommunication Engineering (ZU)

* Study leave

6.4.2 Bachelor Degree in Telecommunication and Networking Engineering (NTA 7)

First Year

Semester I

S/N	Code	Module Title	Credit
Fundamental Modules			
1.	EGU 07101	Professional Communication for Engineers	5
2.	EGU 07102	Advanced Calculus	8
Core Modules			
3.	EGU 07103	Fundamental of Electrical Engineering	9
4.	EGU 07104	Technical Drawing	10
5.	EGU 07105	Fundamental of Engineering Statics	10
6.	EGU 07106	Workshop Practice	12
TOTAL			54

Semester II

S/N	Code	Module Title	Credit
Fundamental Modules			
1.	EGU 07207	Differential Equation Applications	8
Core Modules			
2.	EGU 07208	AC Circuit Fundamentals	9
3.	EGU 07209	Engineering Drawing	10
4.	EGU 07210	Principles of Dynamics	9
5.	EGU 07211	Computer Architecture and Programming Basics	8
6.	EGU 07212	Workshop Practice	12
7.	EGU 07213	Industrial Practical Training	10
TOTAL			66

Second Year

Semester I

S/N	Code	Module Title	Credit
Fundamental Modules			
1	TNU 07301	Linear Algebra	6
Core Modules			
2	TNU 07302	MATLAB Applications	7
3	TNU 07303	Networking Fundamentals	8
4	TNU 07304	Electrical Network	8
5	TNU 07305	Measurement and Instrumentations	9
6	TNU 07306	Electronics Devices and Circuits	8
7	TNU 07307	Structural Programming	8
TOTAL			54

Semester II

S/N	Code	Module Title	Credit
Fundamental Modules			
1	TNU 07408	Statistics and Probability	7
Core Modules			
2	TNU 07409	Object Oriented Programming	8
3	TNU 07410	Strength of Materials	8
4	TNU 07411	Control Systems	9
5	TNU 07412	Engineering Electromagnetics	8
6	TNU 07413	Digital Systems	8
7	TNU 07414	Communication Systems	8
8	TNU 07415	Industrial Practical Training	10
TOTAL			66

Third Year**Semester I**

S/N	Code	Module Title	Credit
1	TNU 07516	Occupational Safety and Maintenance	7
2	TNU 07517	Fundamental of Electrical Machinery	9
3	TNU 07518	Information Theory and Coding	9
4	TNU 07519	Signal and Wave Shaping	8
5	TNU 07520	Signal and Systems	9
6	TNU 07521	Fundamental of Microprocessor	9
7	TNU 07522	Network Operating Systems	8
TOTAL			59

Semester II

S/N	Code	Module Name	Credit
Fundamental Modules			
1	TNU 07623	Research Methods	7
Core Modules			
2	TNU 07624	Television Technology	9
3	TNU 07625	Network and Cyber Security	8
4	TNU 07626	Digital Signal Processing	9
5	TNU 07627	Microcontroller and Embedded Systems	9
6	TNU 07628	Power Electronics	9
7	TNU 07629	Industrial Practical Training	10
Total Credits			61

6.4.3 Bachelor Degree in Telecommunication and Networking (NTA 8) Fourth Year

Semester I

S/N	Code	Module Title	Credit
Fundamental Modules			
1	TNU 08101	Engineering Management	6
Core Modules			
2	TNU 08102	Networked Application and Design	9
3	TNU 08103	Optical Fiber Communication System	9
4	TNU 08104	Wireless Communication	9
5	TNU 08105	Antenna and Wave Propagation	9
6	TNU 08106	Senior Project Proposal	12
7		Elective Module	9
Total			63

Elective Modules

S/N	Module Code	Module Title
1	TNU 08112	Computer Based Control
2	TNU 08113	Biomedical Instrumentation
3	TNU 08114	Integrated Circuit Design and Fabrication

Semester II

S/N	Code	Module Title	Credit
Fundamental Modules			
1	TNU 08207	Entrepreneurship and Ethics for Engineers	6
2	TNU 08208	Project Management for Engineers	6
Core Modules			
3	TNU 08209	Digital Switching System	10

4	TNU 08210	Digital Communication	8
5	TNU 08211	Senior Project Implementation	18
6		Elective Module	9
Total			57

Elective Modules

S/N	Module Code	Module Title
1	TNU 08215	Fundamental of VLSI Design
2	TNU 08216	Multimedia and TV Production
3	TNU 08217	Radio and Microwave Propagation
4	TNU 08218	Wireless Networking

6.4.4 Basic Technician Certificate in Telecommunications and Electronics Engineering (NTA Level 4)

S/N	Code	Module Title	Credits
1	ETT 04101	Fundamentals of Algebra	4
2	ETT 04102	Communication Skills	3
3	ETT 04103	Fundamentals of Computer Programming	6
4	ETT 04104	Basic computer Skills	5
5	ETT 04105	Basic Electricity	6
6	ETT 04106	Fundamentals of Digital Electronics	6
7	ETT 04107	Basic Electronics	6
8	ETT 04108	Electronics Drafting	5
9	ETT 04109	Computer Hardware	6
10	ETT 04110	Measurement Lab	6
11	ETT 04211	Binomial Theorem and Basic Calculus	5
12	ETT 04212	Dynamic Physics and Wave Principles	4

13	ETT 04213	Computer Programming in C++	6
14	ETT 04214	Access and PowerPoint	6
15	ETT 04215	Electrical Circuit	6
16	ETT 04216	Digital Systems	6
17	ETT 04217	Fundamentals of Database Management	6
18	ETT 04218	Fundamental of Computer Networking	6
19	ETT 04219	Computer Software	6
20	ETT 04220	Digital Electronics Lab	6
21	IPT 04	Industrial Training	10
	Total Credits		120

6.4.5 Technician Certificate in Telecommunications and Electronics Engineering (NTA Level 5)

S/N	CODE	Module/Subject Name	CREDIT
1	ETT 05101	Trigonometry and Coordinate Geometry	04
2	ETT 05102	Oral Communication Skills and Informal Report Writing Skills	05
3	ETT 05103	Analog Electronics	06
4	ETT 05104	Measurement and Instrumentation	06
5	ETT 05105	Modulation Techniques	06
6	ETT 05106	Transmission Media	06
7	ETT 05107	Circuits Construction and Simulation Lab Work	05
8	ETT 05108	8085 Microprocessors	06
9	ETT 05109	Computer Repair & Maintenance	06
10	ETT 05110	Fundamentals of Python Programming	06
11	ETT 05211	Series and Advanced Calculus	05
12	ETT 05212	Modern Physics	05
13	ETT 05213	Radio Systems	05
14	ETT 05214	Electrical Machines	06

15	ETT 05215	TV Technology	06
16	ETT 05216	Data Communication	06
17	ETT 05217	Fundamental of Multimedia Systems	06
18	ETT 05218	Fundamental of MATLAB	05
19	ETT 05219	Computer Network Practice	04
20	ETT 05220	Fundamental of Microcontroller	06
21	ETT 05221	Industrial Practical Training	10
TOTAL			120

6.4.6 Ordinary Diploma in Telecommunications and Electronics Engineering (NTA Level 6)

S/N	Code	Module Title	Credits
1	ETD 06101	Conic Sections, Statistics and Probability	4
2	ETD 06102	Thermodynamics and Waves Physics	3
3	ETD 06103	Formal Report Writing	3
4	ETD 06104	Fundamental of C++ Programming	3
5	ETD 06105	Electronic Design	8
6	ETD 06106	Power Electronics	8
7	ETD 06107	Radio Systems	8
8	ETD 06108	Instrumentation	8
9	ETD 06109	Microwave Systems	7
10	ETD 06110	Computer Technology	8
11	ETD 06111	Project	4
12	ETD 06201	Boolean Algebra, Linear Programming and Differential Equations	5
13	ETD06202	Organic Chemistry and Pollution	3
14	ETD 06203	Project Presentation Skills	3

15	ETD 06204	Control Structures in C++ Programming	3
16	ETD 06205	Entrepreneurship Competencies	3
17	ETD 06206	Television and Video Technology	8
18	ETD 06207	Telephone systems	8
19	ETD 06208	Antennae	5
20	ETD 06209	Radar Systems	6
21	ETD 06210	Basic Computer Repair and Maintenance	6
22	ETD 06211	Project	6
	Total Credits		120

6.4.7 Basic Technician Certificate in Computer Engineering (NTA Level 4)

S/N	Code	Module Title	Credits
1	COT 04101	Fundamentals of Algebra	4
2	COT 04102	Communication Skills	3
3	COT 04103	Fundamentals of Computer Programming	6
4	COT 04104	Basic computer Skills	5
5	COT 04105	Basic Electricity	6
6	COT 04106	Fundamentals of Digital Electronics	6
7	COT 04107	Basic Electronics	6
8	COT 04108	Electronics Drafting	5
9	COT 04109	Computer Hardware	6
10	COT 04110	Measurement Lab	6
11	COT 04211	Binomial Theorem and Basic Calculus	5
12	COT 04212	Dynamic Physics and Wave Principles	4
13	COT 04213	Computer Programming in C++	6
14	COT 04214	Access and PowerPoint	6

15	COT 04215	Electrical Circuit	6
16	COT 04216	Digital Systems	6
17	COT 04217	Fundamentals of Database Management	6
18	COT 04218	Fundamental of Computer Networking	6
19	COT 04219	Computer Software	6
20	COT 04220	Digital Electronics Lab	6
21	IPT 04	Industrial Training	10
	Total Credits		120

6.4.8 Technician Certificate in Computer Engineering (NTA Level 5)

SN	CODE	MODULE NAME	CRE DIT
1	COT 05101	Trigonometry and Coordinate Geometry	04
2	COT 05102	Fundamentals of Python Programming	06
3	COT 05103	Oral Communication Skills and Informal Report Writing Skills	05
4	COT 05104	8085 Microprocessors	06
5	COT 05105	Analog Electronics	06
6	COT 05106	Measurement and Instrumentation	06
7	COT 05107	Circuits Construction and Simulation Lab Work	06
8	COT 05108	Computer Repair and Maintenance	06
9	COT 05109	Operating Systems	06
10	COT 05110	Computer Network Security	06
11	COT 05111	Project Management	06
12	COT 05201	Series And advanced Calculus	05
13	COT 05202	Modern Physics	05

14	COT 05203	Data Communication	07
15	COT 05204	Introduction To Matlab	05
16	COT 05205	Fundamental Of Multimedia Systems	07
17	COT 05206	Fundamental of Microcontroller	07
18	COT 05207	Data Structure	06
19	COT 05208	Web Technology	05
20	IPT 05	Industrial Practical Training	10
	Total Credits		120

6.4.9 Ordinary Diploma in Computer Engineering (NTA Level 6)

S/N	Code	Module Title	Credits
1	COD 06101	Conic Sections, Statistics and Probability	4
2	COD 06102	Thermodynamics and Waves Physics	3
3	COD 06103	Formal Report Writing	3
4	COD 06104	Fundamental of C++ Programming	3
5	COD 06105	Computer Peripherals Maintenance and Repair	8
6	COD 06106	Computer Programming in Java	7
7	COD 06107	Fundamentals of Control Systems	7
8	COD 06108	Web Technology	6
9	COD 06109	Network Operation and Management	6
10	COD 06110	System Analysis	8
11	COD 06111	Project	4
12	COD 06201	Boolean Algebra, Linear Programming and Differential Equations	5
13	COD 06202	Organic Chemistry and Pollution	3
14	COD 06203	Project Presentation Skills	3
15	COD 06204	Control Structures In C++ Programming	3

16	COD 06205	Entrepreneurship Competencies	3
17	COD 06206	Computer Graphics	8
18	COD 06207	Java Control Structure	8
19	COD 06208	Fundamentals Of Multi Media System	7
20	COD 06209	Software Development	8
21	COD 06210	System Design	7
22	COD 06211	Project	6
	Total Credits		120

**6.4.10 Basic Technician Certificate in Information and Communication Technology with Business (ICTB)
(NTA Level 4)**

S/N	Code	Module Title	Credits
1	ITT 04101	Business Organization	8
2	ITT 04102	Standard Office Procedures	6
3	ITT 04103	Fundamentals of Business Mathematics	6
4	ITT 04104	Fundamentals of Computer	6
5	ITT 04105	PC Components and Devices	8
6	ITT 04106	Fundamentals of Computer Programming	8
7	ITT 04107	Word Processing and Spreadsheet	6
8	ITT 04108	Communication Skills	5
9	ITT 04201	Business Environment	8
10	ITT 04202	Business Mathematics	6
11	ITT 04203	Computer Programming	8
12	ITT 04204	Fundamentals of Computer Networking	8
13	ITT 04205	Small Business Systems	8

14	ITT 04206	PC hardware Support	8
15	ITT 04207	Business Communication	5
16	ITT 04208	Database in Ms. Access	6
17	IPT 04	Industrial Training	10
		Total Credits	120

6.4.11 Technician Certificate in Information and Communication Technology with Business (ICTB) (NTA Level 5)

S/N	Code	Module Title	Credits
1	ITT 05101	Information Management Systems	8
2	ITT 05102	Information System Analysis	8
3	ITT 05103	Cost Analysis Mathematics	6
4	ITT 05104	Networking Technology	8
5	ITT 05105	Fundamentals of Visual Basic .Net Programming	8
6	ITT 05106	Statistics and Probability	6
7	ITT 05107	Personal Computing Software support	8
8	ITT 05108	Fundamentals of English Grammar and Usage	5
9	ITT 05201	Information System Design	8
10	ITT 05202	Information Presentation and data processing	6
11	ITT 05203	Visual Basic .Net Control Structure	8
12	ITT 05204	Database Systems	8
13	ITT 05205	Basic PC Repair and Maintenance	8
14	ITT 05206	Budgeting and investment	6
15	ITT 05207	Academic Writing Skills	5

16	ITT 05208	Entrepreneurship	4
17	IPT 05	Industrial Training	10
		Total Credits	120

**6.4.12 Ordinary Diploma in Information and Communication Technology with Business (ICTB)
(NTA Level 6)**

S/N	Code	Module Title	Credits
1	ITT 06101	Web Technology	8
2	ITT 06102	Linear Programming	6
3	ITT 06103	Database Design	8
4	ITT 06104	QuickBooks	7
5	ITT 06105	Fundamental of C++ Programming	8
6	ITT 06106	Computer Security	8
7	ITT 06107	Computer Aided Information Presentation Analysis	8
8	ITT 06108	Project	4
9	ITT 06201	Web Management	8
10	ITT 06202	Computer Graphics	8
11	ITT 06203	Human Interaction	8
12	ITT 06204	Software Development	8
13	ITT 06205	Advance Networking	8
14	ITT 06206	Entrepreneurship Competencies	3
15	ITT 06207	Annuity	6
16	ITT 06208	C++ Control Structure	8
17	ITT 06209	Project	6

<i>Total credits</i>	120
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6.4.13 Basic Technician certificate in Digital Design and Development (NTA Level 4)

S/N	Code	Module title	Credits
1	DDT 04101	Arithmetic in Digital Design	7
2	DDT 04102	Communication Skills	5
3	DDT 04103	Computer System Technologies	9
4	DDT 04104	Fundamental of Web Development	10
5	DDT 04105	Digital Photography	9
6	DDT 04106	Fundamental of Programming	9
7	DDT 04107	Basic of Graphic Design	10
8	DDT 04208	Basic of Business Mathematics	7
9	DDT 04209	Business Communication Skills	5
10	DDT 04210	Web Content Development	10
11	DDT 04211	Graphic Design Technology	10
12	DDT 04212	Graphic Design in Programming	9
13	DDT 04213	Database Fundamentals	10
14	DDT 04214	Industrial Practical Training	10
Total Credits			120

6.4.14 Technician Certificate in Digital Design and Development (NTA Level 5)

S/N	Code	Module title	Credits
1	DDT 05101	Data Presentation and Analysis	8
2	DDT 05102	IT in Business Processes	7
3	DDT 05103	Typography Fundamentals	10
4	DDT 05104	3D Modeling and Animation	12
5	DDT 05105	Database Design Technology	10
6	DDT 05106	Fundamental Mobile App Development	11
7	DDT 05207	Research Methods for Academic Projects	7
8	DDT 05208	Principles of Entrepreneurship and Innovation	7

9	DDT 05209	Essentials of Marketing	7
10	DDT 05210	Vector Graphics for Production	11
11	DDT 05211	Programming Fundamentals for Mobile Applications	9
12	DDT 05212	Fundamental of Audio and Video Production	11
13	DDT 05213	Industrial Practical Training	10
Total Credits			120

6.4.15 Ordinary Diploma in Digital Design and Development (NTA Level 6)

S/N	Code	Module title	Credits
1	DDT 06101	Principles of CBET Education	7
2	DDT 06102	Mobile App Development	11
3	DDT 06103	User Experience Design	10
4	DDT 06104	Web Development Technology	9
5	DDT 06105	Audio and Video Production	10
6	DDT 06106	Computerised Data Analysis	10
7	DDT 06107	Project Proposal	12
8	DDT 06208	Environmental Management	7
9	DDT 06209	Guidance and Measurement in Education	9
10	DDT 06210	Digital Marketing	10
11	DDT 06211	Professional Law and Ethics	7
12	DDT 06212	Final Project	18
Total Credits			120

6.5 Department of Science

Department of science provides services to all other academic departments in the teaching of fundamental modules such as Advanced Mathematics, Physical Sciences, Communication Skills, Entrepreneurship, Basic Computer Applications and Islamic knowledge in all levels (NTA 4 – NTA 6).

All students admitted for the various NTA levels in engineering and related qualifications are eligible for taking the General Studies. General studies in all cases are examined as any other modules and have credits. Failing in one or more than one of these modules may interfered students' progress to the next semester or may result in discontinuation from the studies.

6.5.1 Department Staff Members

Mr. Salim A. Makame; FTC (KTC), BSc. with Education (Physics /Mathematics) (Zanzibar), Masters in Engineering Management (UDSM) - **Head of Department**

Dr. Khamis K. Said; BSc with Education, Mathematics and Physics (UDSM), MSc. in Mathematical Modelling (UDSM), Doctor of Philosophy (PhD) (Beijing China).

Ms. Feda A. Zahor; FTC (KTC), Adv. Diploma in Eng. - (DIT), BSc. In Computer Science (SUZA), MSc. in Mathematics and Computer Sciences and Engineering (NM-AIST)

Ms. Amina A. Rajab; BA Islamic Shariah (Kuwait)

Ms. Asha M. Hamad; Diploma in Education (Zanzibar), BA Education (Zanzibar), MAASP (UDSM)

Mr. Said K. Salim; Diploma in Education (Zanzibar), BA (SUZA)

Mr. Sharif A. Rashid; FTC (KTC), BSc. with Education (Physics/Mathematics, M. Maths (UDSM).

Mr Abdulla S. Omar; BED (Science) Mwenge Catholic University (MWECAU)

***Ms. Samira A. Khatib;** BSE in Chemistry Biology (SUZA)

Mr. Amour H. Hassan; Diploma in Education (NTTC), Geography, BA with Education (UCEZA), MA with Education) (UDOM).

***Ms. Khairat M. Hassan;** BSc. with Education (Biology/ Chemistry) (MUM).

***Ms. Maua M. Saleh;** Diploma in Education (CCK), BA with Education (SUZA) English & Arabic, M.A Linguistics (UDSM)

Mr. Msabah M. Issa; BA in Education (MUM); MA in Linguistics (UDOM)

Mr. Miraji N. Machezo; BSc. in Biology/Chemistry (SUMAIT).

Ms. Kauthar Y. Maalim; B. Eng in Biochemical – Biotechnology (Malaysia), MSc. in Chemical Engineering (Malaysia)

Mr. Mohammed A. Said; BSE in Chem/Biology (SUZA).

Mr. Salum H. Haji; BSc. in Aquaculture (SUA).

Ms. Ayman Y. Suleiman; BSc. in Aquaculture (SUA).

*On study leave

6.5.2 Basic Technician Certificate (NTA Level 4)

Code	Module Title	Credits
Semester One	Fundamentals of Algebra	5
	Fundamentals of Physical Quantities and Dynamics	4
	Basics Communication Skills	3
	Fundamental of Computers applications	3
GST 04201	Islamic knowledge	0
Semester Two	Fundamentals of Binomial Theorem and Calculus	5
	Fundamentals of Atomic Theory	4
	Fundamentals of Writing Communication Skills	2
	Basic Entrepreneurship Skills	2
	Basic Office Packages	2
GST 04202	Islamic knowledge	0
Total Credits		30

6.5.3 Technician Certificate (NTA Level 5)

Code	Module Titles	Credits
Semester One	Coordinate Geometry	5
	Strength of Materials	4
	Oral Communication Skills	2
	Database	2
Semester Two	Calculus	5
	Fluid Mechanics	4
	Report Writing Skills	2
	Entrepreneurship Development Skills	3
	Fundamentals of Computer Programming	3

Total Credits	30
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6.5.4 Ordinary Diploma (NTA Level 6)

Code	Module Titles	Credits
GSD 06101	Advanced Mathematics	4
GSD 06102	Physical Sciences	2
GSD 06103	Communication Skills	2
GSD 06104	Entrepreneurship and Development	2
GSD 06105	Basic Computer Applications	2
GSD 06201	Mathematics	4
GSD 06202	Physical Sciences	2
GSD 06203	Communication Skills	2
GSD 06204	Entrepreneurship and Development	2
GSD 06205	Basic Computer Applications	2
Total Credits		24

6.5.7 Basic Technician Certificate in Teachers' Vocational Education and Training (NTA Level 4)

SN	Code	Module title	Credits
1	EDT 04101	Principles of Education	12
2	EDT 04102	Educational Psychology	10
3	EDT 04103	Occupational Module	8
4	EDT 04104	Basic Algebra	8
5	EDT 04105	Static	8
6	EDT 04106	English Structure	10
7	EDT 04207	Education Systems	10
8	EDT 04208	Guidance and Counselling	10
9	EDT 04209	Occupational Module	12
10	EDT 04210	Trigonometry	8
11	EDT 04211	Basic Entrepreneurship Education	8
12	EDT 04212	Basic Computer Applications	6
13	BTP 1	Block Teaching Practice	10
Total Credits			120

6.5.8 Technician Certificate in Teachers' Vocational Education and Training (NTA Level 5)

S/N	Code	Module title	Credits
1	EDT 05101	Educational Measurement and Evaluation	12
2	EDT 05102	Occupational Module	8
3	EDT 05103	Polynomial Equations	8
4	EDT 05104	Basic Mechanics	8
5	EDT 05105	Comprehension Skills	8
6	EDT 05106	Life Skills and Gender Issues	6
7	EDT 05107	Spreadsheet and Database applications	6
8	EDT 05208	Educational Media and Technology	12
9	EDT 05209	Sociology of Education	10
10	EDT 05210	Occupational Module	8
11	EDT 05211	Differential Calculus	8
12	EDT 05212	Basic Electricity	8
13	EDT 05213	Intermediate Entrepreneurship Education	8
14	BTP 2	Block Teaching Practice	10
<i>Total Credits</i>			120

6.5.9 Ordinary Diploma in Teachers' Vocational Education and Training (NTA Level 6)

S/N	Code	Module title	Credits
1	EDT 06101	Curriculum Development and Evaluation	12
2	EDT 06102	Management of Education and Administration	12
3	EDT 06103	Occupational Module	8
4	EDT 06104	Exponential and Polynomial functions	8
5	EDT 06105	Communication Skills	8
6	EDT 06201	Educational Research	12
7	EDT 06202	Philosophy of Education	10
8	EDT 06203	Occupational Module	10
9	EDT 06204	Research Project	10
10	EDT 06205	Environmental Control	10
11	EDT 06206	Computer Aided Drafting	10
12	IPT	Industrial Practical Training	10
<i>Total Credits</i>			120

6.5.10 Basic Technician Certificate in Laboratory Science and Technology (NTA Level 4)

S/N	Code	Module Title	Credits
1	LST04101	Introduction to Mechanics	6

2	LST04102	General chemistry	6
3	LST04103	Basic Techniques and Preparation of Gases	5
4	LST04104	Preparation of solutions and bench reagents	7
5	LST04105	Basic Laboratory Instrumentation	7
6	LST04106	Laboratory Safety	6
7	LST04107	Workshop Technology I	4
8	LST04108	Technical Drawing	5
9	LST04109	Algebra and Trigonometry	5
10	LST04110	English Language Basics	4
11	LST 04211	Fluid Mechanics	5
12	LST 04212	Basic Mechanics Practical	6
13	LST 04213	Qualitative analysis	6
14	LST 04214	Inorganic Chemistry	5
15	LST 04215	Basic Theoretical Biology	5
16	LST 04216	Basic Experimental Biology	6
17	LST 04217	Workshop Technology II	4
18	LST 04218	Electrical Engineering Science.	3
19	LST 04219	Series and Boolean Algebra	5
20	LST 04220	Gender and HIV	4
21	LST 04221	Microcomputer Application	6
22	LPT 01	Laboratory Practical Training	10
Total Credits			120

6.5.11 Basic Technician Certificate in Laboratory Science and Technology (NTA Level 5)

S/N	Code	Module Titles	Credits
1	LST 05101	Heat	7
2	LST 05102	Introduction to Electronics	5
3	LST 05103	Heat and Mechanics experiments	6
4	LST 05104	Partition and double indicator	5
5	LST 05105	Soil, classification and Dissection Experiments	6
6	LST 05106	Biological Specimens	7
7	LST 05107	Laboratory Inspection and Organization	6
8	LST 05108	Physical chemistry I	5
9	LST 05109	Differentiation and Integration	5
10	LST 05110	Introduction to Programming Using C	3
11	LST 05211	Light properties	5
12	LST 05212	Analogue - Electronics	7
13	LST 05213	Light experiments	7
14	LST 05214	Organic chemistry I	7
15	LST 05215	Chemical kinetics and thermochemistry experiments	6
16	LST 05216	Respiration, Coordination and Soil Science	6
17	LST 05217	Homeostasis and Reproduction	5
18	LST 05218	Matrices, Complex Numbers and Vectors	5
19	LST 05219	English Language Skills	2
20	LST 05220	Basics of Entrepreneurship	2
21	LST 05221	Introduction to Networking	3
22	LPT 02	Laboratory Practical Training II	10
Total Credits			120

6.5.12 Ordinary Diploma in Laboratory Science and Technology (NTA Level 6)

S/N	Code	Module Title	Credits
1	LSD 06101	Current Electricity	7
2	LSD 06102	Electronics Practical	8
3	LSD 06103	Physical Chemistry II	7
4	LSD 06104	Redox and precipitation experiments.	7
5	LSD 06105	Microbiology	7
6	LSD 06106	Environment Management and Industrial Hygiene	7
7	LSD 06107	Research techniques.	5

8	LSD 06108	Coordinate Geometry and Differential Equation	6
9	LSD 06109	Correspondence and Report Writing	4
10	LSD 06210	Electronics and Telecommunication Circuit	7
11	LSD 06211	Wave and Magnetism practical	8
12	LSD 06212	Organic Chemistry II	8
13	LSD 06213	Genetics	7
14	LSD 06214	Quality Control and Standards	7
15	LSD 06215	Project	6
16	LSD 06216	Linear Programming, Statistics and Probability	3
17	LSD 06217	Enterprise Management	6
18	LPT 03	Laboratory Practical Training III	10
Total Credits			120

6.5.13 Basic Technician certificate in Fruit and Vegetable Processing Technology (NTA Level 4)

S/N	Code	Module title	Credit
1	FVT 04101	Fundamental of Mathematics	8
2	FVT 04102	Communication Skills for Food Technology	7
3	FVT 04103	Fundamental of Perishable Crops Processing	11
4	FVT 04104	Fruits and Vegetable Morphology	11
5	FVT 04105	Fundamental of Processing Laboratory	12
6	FVT 04106	Fundamental of Microbiology	10
7	FVT 04207	Computer System Technologies	9
8	FVT 04208	Chemistry for Food Technology	10
9	FVT 04209	Post Harvesting Techniques	10
10	FVT 04210	Environmental Hygiene	10
11	FVT 04211	Fruits Processing	12
12	FVT 04212	Industrial Practical Training	10
Total Credits			120

6.5.13 Technician certificate in Fruit and Vegetable Processing Technology (NTA Level 5)

S/N	CODE	MODULE NAME	CREDITS
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1	FVT 05101	Life Skills	6
2	FVT 05102	Data Presentation and Analysis	8
3	FVT 05103	Food Processing Machineries	10
4	FVT 05104	Herb and Spices Processing	11
5	FVT 05105	Fruits and Vegetables Analysis	10
6	FVT 05106	Food Microbiology	10
7	FVT 05207	Research Methods for Academic Projects	7
8	FVT 05208	Entrepreneurship and Innovation	7
9	FVT 05209	Enzymology	10
10	FVT 05210	Food Preservation	10
11	FVT 05211	Biotechnology	10
12	FVT 05212	Milk Processing	11
13	FVT 05213	Industrial Practical Training	10
Total Credits			120

6.5.15 Ordinary Diploma in Fruit and Vegetable Processing Technology (NTA Level 6)

S/N	CODE	MODULE NAME	CREDITS
1	FVT 06101	Principles of CBET Education	7
2	FVT 06102	Food Packaging	11
3	FVT 06103	Plant Design and Layout	12
4	FVT 06104	Food Security and Hygiene	11
5	FVT 06105	Quality Assurance and Standards	11
6	FVT 06106	Project Proposal	12
7	FVT 06207	Environmental Management	7
8	FVT 06208	Educational Guidance and Measurement	9
9	FVT 06209	Food Processing Management	11
10	FVT 06210	Product Development	11
11	FVT 06211	Final Project	18
Total Credits			120

6.5.16 Basic Technician certificate in Aquatic Products processing Technology (NTA Level 4)

S/N	code	Module title	Credits
1.	APT04101	Applied Mathematics in Aquaculture	7.5
2.	APT04102	English Communication Skills	7.5
3.	APT04103	Oceanography	10
4.	APT04104	Aquatic Biology	10
5.	APT04105	Aquatic Resources Diversity	10
6.	APT04106	Aquaculture	12
7.	APT04207	Computer Applications	09
8.	APT04208	Basic Entrepreneurship	10
9.	APT04209	Instrumentation and Analysis of aquatic products	12

10.	APT04210	Fundamental of Fisheries	10
11.	APT04211	Basic Microbiology	12
12.	APT04212	Industrial Practical Training (IPT)	10
Total Credits			120

6.5.1 Technician certificate in Aquatic Products Processing Technology (NTA Level 5)

S/N	Code	Module title	Credits
1	APT05101	Indigenous aquatic products technology,	10
2	APT05102	Fish processing technology	10
3	APT05103	Industrial Data Management	11
4	APT05104	Seaweed processing technology	10
5	APT05105	Communication skills	08
6	APT05106	Life skills and gender issues	08
7	APT05207	Pharmaceutics of aquatic products	10
8	APT05208	Aquatic waste processing technology	12
9	APT05209	Aquatic products handling	12
10	APT05210	Programme planning and evaluation	11
11	APT05211	Principles of entrepreneurship	08
12	APT05212	Industrial practical training	11
Total Credits			120

6.5.16 Ordinary Diploma in Aquatic Products Processing Technology (NTA Level 6)

S/N	Code	Module title	Credits
1	APT 06101	Applied Food Microbiology	10
2	APT 06102	Quality Assurance and Standards	11
3	APT 06103	Plant Design and Layout	12
4	APT 06104	Plant Technology and Packaging	10
5	APT 06105	Applied marine biotechnology	10
6	APT 06106	Project methodology	12
7	APT 06207	Environmental Management	10

8	APT 06208	Administration and Management	09
9	APT 06209	Biotoxicology of aquatic Product	12
10	APT 06210	Industrial hygiene	12
11	APT 06211	Final project	12
Total Credits			120

7.0 GRADING SYSTEM

7.1 Grading system and score range

NTA 4 – NTA 5					NTA 6		
Grade	Definition	Range	Point	Grade	Definition	Range	Point
A	EXCELLENT: Excellent, comprehensive, Accurate work of Outstanding quality	80 -100	4	A	EXCELLENT: Work of outstanding quality, rare talent for the module, an original or incisive mind	75 – 100	5
				B ⁺	GOOD: (ABOVE AVERAGE) Comprehensive, Accurate work, Flair for and comprehension of the module is clearly perceptible	65 – 74	4
B	GOOD: (ABOVE AVERAGE) sound grasp of the most important goals of the course. Work described as careful, competent and good	65 – 79	3	B	GOOD: (ABOVE AVERAGE) sound grasp of the most important goals of the course. Work described as careful, competent and good without being distinguished	55 – 64	3
C	SATISFACTORY: (AVERAGE) Average competence which falls short of B grade. Work described as adequate	50 – 64	2	C	SATISFACTORY: (AVERAGE) Average competence which falls short of B grade. Work described as adequate	45 – 54	2
D	POOR: (BELOW AVERAGE) Marginal barely satisfy the minimum requirements	40 – 49	1	D	POOR: (BELOW AVERAGE) Marginal barely satisfy the minimum requirements	35 – 44	1
F	FAILURE	0 – 39	0	F	FAILURE	0 – 34	0
I	INCOMPLETE			I	INCOMPLETE		
Q	DISQUALIFICATION			Q	DISQUALIFICATION		

7.2. Computation of the Cumulative Grade Point Average (GPA)

The computation of the cumulative Grade Point Average (GPA) shall be based on the following formula:

$$\text{GPA} = \frac{\sum (\text{Grade points} \times \text{Credits})}{\sum \text{Credits}}$$

7.3 Classification of Awards

The classes of awards with reference to GPA are as shown in Table below.

NTA Level 4-5		NTA level 6-8	
Class of award	Cumulative GPA	Class of award	Cumulative GPA
First Class	3.5 – 4.0	First Class	4.4 – 5.0
Second Class	3.0 – 3.4	Upper second Class	3.5 – 4.3
Pass	2.0 -2.9	Lower Second Class	2.7 – 3.4
		Pass	2.0 – 2.6

8.0 STRUCTURE OF ACADEMIC PROGRAMME

8.1 Overall Structure

Each programme has modules that spread over two semesters. The first semester consists of 17 weeks and the second semester consists of 17 weeks' classroom activities and 10 weeks Industrial practical training (IPT). Therefore, the whole programme has a total of 44 weeks of study for the full – time attendance mode.

8.2 Curriculum Overview

8.2.1 Fundamental Modules

They provide a range of basic skills, knowledge and principles appropriate for a graduate in all fields of engineering as well as for the underpinning and effective study of the main theme of the programme. They also provide a viable foundation for further studies and lifelong learning.

8.2.2 Core Module

Modules associated with the core studies provide the development of the main theme of the programme. They broadly represent the main areas of activity in the respective disciplines, and the in – depth treatment of them will enable graduate to rapidly become effective technicians or engineers in the industries associated with the discipline. These modules are taught with fundamental ones so as to enable students gain an appreciation of the nature and complexities of real engineering systems. In order to achieve an integration of these modules there will be considerable use of mode of integration of laboratory, workshops, fields, lectures and assignment work. In addition, case studies will be used in the module.

8.3 Mode of Training

The two major parts of training, the theoretical and practical parts carry almost the same weight. The former part is conducted in the Institute class rooms while the latter is carried out in the well-equipped Institute's workshops and in fields such as industries, or Public/Private organisations as industrial practical training (IPT). At the end of each academic year, students attend ten (10) weeks IPT. The main purpose of the IPT is to give the students a chance to apply what they have learnt or taught at the Institute and to forge them to the real world of working environment which they will experience after completing their studies.

8.4 Examinations

- a) Examinations include continuous assessment (tests, assignments, seminars presentations, practical or any other form of assessment specified in the study guide issued at the beginning of Semester) and end of Semester Examinations including practical where appropriate.
- b) There shall be a written and, where the course demands, a practical examination during each end of semester for a course taught.
- c) Timing of examinations shall be between 07.00 am and 10.00 pm any day of the week including weekends. Approved public holidays and other days when the Institute is closed are excluded.

KARUME INSTITUTE OF SCIENCE AND TECHNOLOGY
ACADEMIC CALENDAR (ALMANAC) FOR THE ACADEMIC YEAR 2023/2024

S/ N	Date	Activity	Responsible
1	16 October, 2023	New Academic Year Begins Orientation Week	New Students Only
2	23 October, 2023	Begins First Semester (Teaching/Learning Begins)	Instructors and Students
3	16 October –18 November, 2023	Online transfer of students NTA 4	AO & Student
4	06 – 25 November, 2023	Online transfer of students Degree	AO & Student
5	November, 2023	Graduation Ceremony for the academic year 2022/2023	Management & Student
6	13 November-1 December, 2023	Setting of Examination Paper	Instructors
7	04 -08 December,2023	Test 1 week	Students
8	11-15 December, 2023	Moderation week	Head of Departments & Examination Officer
9	02 -05 January ,2024	Test 2 week	Students
10	19 January, 2024	Deadline for uploading CA in the System	Instructors
11	02 February, 2024	End First Semester Teaching Session	Instructors and Students
12	05 February, 2024	Begins Semester One Examinations and Internal Marking Starts	Examination Officer and Students
13	16 February, 2024	End of Semester One Examination and Internal Marking Continues.	Examination Officer and Students
14	19 February, 2024	Disciplinary Committee	Legal Officer
15	19 February, 2024	Short Vocation Begins (Three Weeks)	Students
16	21 February, 2024	Internal Marking Ends	Examination Officer
17	22– 23 February, 2024	Departmental Meetings	Head of Departments & Examination Officer
18	26 February, 2024	Deadline for submission of marked scripts, printed sheets & results from HoD's to the ACO	Head of Departments & Examination Officer

19	27-28 February, 2024	Academic Committee	ACO
20	28 February, 2024	Release of Semester One Results	ACO
21	27 Febr – 09 March, 2024	Appeal for semester one results	Students
22	08 March, 2024	End of Short Vacation	Students
22	11 – 15 March, 2024	Supp/Special Exams	Examination Officer and Students
23	18 March, 2024	Disciplinary Committee	ACO
24	18 March, 2024	Begins Second Semester	Instructors and Students
25	21 March, 2024	Departmental Meeting	Department Exam Officer, HODs
26	25 March, 2024	Academic Committee	ACO
27	25 March, 2024	Release of Semester One Supp Results	ACO
28	01 April, 2024	Academic Board Meeting	ACO
29	25 March-07 April, 2024	Appeal for supplementary results	ACO, Students
30	02-19 April, 2024	Setting of Examination Paper	Instructors
31	22-25 April, 2024	Test 1 week	Students
32	20-24 May, 2024	Moderation week	Instructors
33	10-14 June, 2024	Test 2 week	All
34	28 June, 2024	Deadline for uploading CA in the System	Heads & Instructors
35	05 July, 2024	End Second Semester Teaching Session	Heads
36	09 July, 2024	Begins Semester Two Examinations and Internal Marking Starts	Instructors and Students
37	19 July, 2024	End of Semester Two Examination and Internal Marking Continues.	Examination Officer and Students
38	22 July, 2024	Vocation Begins	Students
39	26 July, 2024	End Vocation	Students
40	22 July, 2024	Disciplinary Committee	Examination Officer and Students
41	29 July, 2024	Begin Industrial Practical Training	Students
42	16 August, 2024	Ends Internal marking	Instructors
43	26 August, 2024	Deadline for submission of marked scripts, printed sheets & results from the Instructors to the HoDs	Head of Departments & Examination Officer

44	28 August, 2024	Departmental Meetings	Head of Departments & Examination Officer
45	29 August, 2024	Results Submitted to ACO.	Head of Departments
46	03 September, 2024	Academic Committee	Head of Departments
47	03 September, 2024	Release of Semester Two Results	ACO
48	10 September, 2024	Academic Board	ACO
49	27 September, 2024	End Industrial Practical Training	Students
50	07-11 October, 2024	Supp/Special Examinations Begins	Internal Examiners and Students
51	15-28 October, 2024	Long Vacation	Students
52	15 October, 2024	Ends Internal marking	Examination Officer
53	17 October, 2024	Deadline for submission of marked scripts, printed sheets & results from the Instructors to the HoDs	Head of Departments & Examination Officer
54	18 October, 2024	Departmental Meetings	Head of Departments & Examination Officer
55	24 October, 2024	Results Submitted to ACO.	Head of Departments
56	25 October, 2024	Department Academic Committees	HOD

10.0 STUDENT EXAMINATIONS RULES AND REGULATIONS

10.1 INTRODUCTION

The examinations of Karume Institute of Science and Technology are conducted in terms of the provisions of the National Council for Technical Education Act No.9 of 1997, and the status of KIST, and according to KIST's rules and regulations, as approved by the Institute Council. Students who do not comply with those rules and regulations shall be subjected to disciplinary *measure*.

KIST examinations regulations therefore add value to the existing NACTE regulation to further improve their effectiveness.

10.2 DEFINITIONS

In this document, unless the context indicate otherwise-

10.2.1 "*Council*" means the Council of the Institute established under Act No.2 of 2009

10.2.2 "*continuous assessment (CA)*" means any form of evaluation made during the course of the academic years such as classroom test, homework, project, and field attachment, which contributes to the final examinations;

10.2.3 "*examinations*" means a method of assessing the standard achieved by a student in a subject and includes the main examination, supplementary examinations and other special examinations, as may be determined by KIST;

10.2.4 "*final mark*" means the combination of marks obtained at the end of a study period, calculated according to a set ratio, in a subject, module and expressed as a percentage.

10.2.5 "*grade point average*" (GPA) means the summation of grade points of all credit modules divided by the total number of credit hours taken by a student beginning from his/her admission till the last examination held;

10.2.6 "*invigilator*" means an officer in charge of candidates in an examination room to ensure that the examination is properly conducted and no candidate cheats;

10.2.7 "*KIST*" means Karume Institute of Science and Technology

10.2.8 "*main examination*" means the normal examination conducted at the end of a semester;

10.2.9 “*module*” means an independent package of learning related to an academic programme studied by a student for a fixed numbers of hours during a semester that can be credited towards the final award at any given level;

10.2.10 “*qualification*” means the formal recognition and certification of learning achievement conferred by an accredited provider, and signifies and formally certifies the demonstrated achievement by a student of a planned and purposeful combination of learning outcomes at a specified level of performance;

10.2.11 “*re-marking and re-checking*” means the re-marking or rechecking of an examination answer script by the moderator or marker, subject to the payment of a fixed fee by the student.

10.2.12 “*semester*” means an academic period, in which one set of course modules in each discipline, is offered and examined;

10.2.13 “*special circumstances examination*” means an examination that, subject to the approval of the Academic officer/Deputy Principal Administration, Planning and Finance, may be taken by a student who has been prevented from writing the main examination during examination period as a result of circumstances beyond control;

10.2.14 “*supervisor*” means an officer in charge of candidates at an examination centre to make sure that the examinations are properly conducted and no candidate or invigilator cheat;

10.2.15 “*supplementary examinations*” means an examination following main examination in a subject or subjects that a student may take, under certain conditions example, when such student has failed the main examination in the subject or subjects concerned;

10.2.16 “*test*” means a series of questions or exercises, set during an academic period, by means of which a student’s knowledge is critically examined;

10.3 EXAMINATIONS REGULATIONS AND SCOPE.

These examinations regulations apply to programme leading to the qualifications of National Technical Awards Level Four (4) to Level six (6) and all other courses conducted to the Institute unless or otherwise stated differently.

10.4 ADMISSION TO EXAMINATIONS

10.4.1 No registration for an examination or a special examination shall be valid unless the student's qualifications and his or her registration for the semester concerned have been approved.

10.4.2 A student whose registrations and /or hostel fees have not been paid in full, or has any other debts at KIST, may write the examination, but his or her results shall not be published until the full outstanding amount has been settled.

10.4.3 No candidate shall be allowed to sit for any examination in any module unless the Head of Department has been satisfied that the candidate has completed the course.

10.4.3.1 Students will be allowed to write their examinations provided they have successfully attended at least eighty per cent (80%) of their course works for both theories and practical.

10.4.3.2. Students shall be required to attend both lectures and practical unless there are compelling reasons may be granted permission to absent from the class by the Head of Department after consultation with Deputy Principal Academic, Research, Innovation and Consultant. Those who shall fail to attend at least 80% of both lecture and practical shall not be permitted to write semester examination.

10.4.3.3 A candidate is expected to pass test or (course work in each module. i.e. to score a minimum of 20 marks out of 40 marks in the course work, fail to reach 20 marks, a student will not be allowed to write an examination of that module.

10.4.4 Permission for postponement of semester examinations for compelling reasons shall be granted by the Deputy Principal Academic, Research, Innovation and Consultant; while postponement of CA component for compelling reasons shall be granted by the respective Head of Department in consultation with Deputy Principal Academic, Research, Innovation and Consultant.

10.5 NOTICE OF EXAMINATION ADMISSION

10.5.1 Students shall be held fully responsible for checking their test marks for correctness, any mistakes to be reported to the attention of the Deputy Principal Academic, Research, Innovation and Consultant. Notification of examination admission list shall be posted to all students through electronic mail or notice boards or both at the Institute.

10.5.2 Student who forgot student record account password shall pay a penalty of 5,000 tsh through Institute Account for password recovery.

10.6 EXAMINATIONS AND TIMETABLES

10.6.1 Main examination (semester examinations)

10.6.1.1 There shall be ONE written and, where the course demands, a practical examination during each end of a semester for a course taught.

10.6.1.2. Examination shall commence between 8:00 am and 17.00 pm any day of the week, where necessary including Saturday and Sunday.

10.6.1.3 The main examination timetable shall be posted through electronic mail or posted on the applicable notice boards at the Institute

11.6.1.4 Timetable shall be available approximately three weeks before the commencement of the examinations.

10.6.1.5 The examination date and session of each examination subject shall be printed next to the subject on timetable.

NB: It is the responsibility of the student to ensure that he or she is in position of the correct examination timetable.

10.6.2 Supplementary examinations

10.6.2.1 Timetable shall be available approximately two to three weeks before the commencement of the examinations.

10.6.2.2 The examination date and session of each examination subject shall be printed next to the subject on timetable.

10.6.3 A candidate will be allowed to sit for supplementary examinations if and only if:

- a) Fail not more than half of all modules.
- b) Fail to sit in the main examination for a valid reason and after the confirmation of Academic Officer
- c) Any student will be allowed to sit for supplementary examinations for any semester if requested earlier and approved by the Deputy Principal Academic, Research, Innovation and Consultant.

10.6.2.4 Candidates who are supposed to sit for supplementary, carryover, and special examinations shall apply for the examinations.

10.6.2.5 Candidate who sits for supplementary or carryover examination(s) will covers the cost of examinations.

10.6.2.6 Supplementary examinations shall be conducted (done) after the final semester examination.

10.6.2.7 Supplementary examination shall be marked without continuous assessment (CA) marks inclusion; each examination shall be marked out of 60 marks (60 percent).

10.6.2.8 The highest grade for all supplementary examinations shall be the lowest mark of C

10.6.2.9 NTA Level 6 student who did not complete the course by having one or more modules to be cleared shall have two consecutive academic years to clear; failing to do so shall repeat the entire NTA Level 6 programme.

NTA level 4 or level 5 student who did not complete the course by failing more than half of all modules shall have two consecutive academic years to clear modules failed. Failing to do so, candidate shall repeat the entire NTA level program.

10.6.3 Special examinations

10.6.3.1 The special examination for students who granted permission to write shall be conducted simultaneously with supplementary examinations.

NB: There will be only two examinations in each semester main examination and supplementary examination.

10.6.4 Absence from examination

10.6.4.1 A candidate who absents (unauthorised absence) from any examination without compelling reasons shall be disqualified.

10.6.4.2 A candidate allowed to be absent (authorised absence) from the end of semester examination shall carry forward the unexamined module(s) as incomplete and shall have to sit and pass the respective examination(s) when next offered.

10.6.4.3 A candidate who absents from any CA or fails to submit assignment(s) given during the course work without compelling **reasons shall be considered to have attempted such assignment(s) and shall be awarded a zero mark.**

10.6.4.4 For a sick candidate, medical reports from a Medical Doctor from Government Hospital must be produced to prove that he or she has been recommended not to sit for examination(s) at that material time. Any other reasons must be reported physically and earlier before examination take over or within 30 minutes after examination start.

10.7 EXAMINATION VENUE REGULATIONS

10.7.1 KIST shall assume no responsibility for any incorrect information on examination arrangements given by unauthorised persons.

10.7.2 The date and time determined for an examination should be carefully observed and adhered to.

10.7.3 Morning sessions of the examinations shall start at 08:00, and afternoon sessions shall start between 13.30 and 14:00.

10.7.4 On demand, identity card and examination number must be presented to invigilator.

10.7.5 Students should establish in sitting arrangement and should ensure that they are seated according to the sitting plan.

10.7.6 Students should be seated in the examination venue at least fifteen (15) minutes before the examination session commences.

10.7.7 Only eligible students who are permitted to write an examination in a particular subject shall be allowed to enter the examination venue while an examination is being conducted in that subject.

10.7.8 Ineligible student who enters an examination venue without having registered for the subject concerned enters the examination venue without authorisation to do so. If such a

student is not requested to leave the examination venue, it does not imply that the Institute has given such a student permission to enter the examination venue or to write the examination.

10.7.9 A student or any person who enters an examination venue without authorisation shall leave the venue immediately when requested to do so by an examination-officer or invigilator.

10.7.10 Students shall be permitted to enter the examination venue after the commencement of an examination session in exceptional circumstances only, but in no circumstances after the examination has already been in progress for thirty (30) minutes or longer. Similarly, no student shall be allowed to leave the examination venue before at least thirty (30) minutes have lapsed after the examination has commenced; and ten (10) minutes before the examination process comes to an end.

10.7.11 Students shall bring their own watches (except data watch) to the examination room. All alarm clocks should be switched off.

10.7.12 Students shall carefully read the instructions on the question paper and should comply with the given instructions.

10.7.13 All written test and examination answers should be written in black or blue ink.

10.7.14 Students should ensure that their student numbers and/or names are written down correctly, as requested on the examination scripts and attendance list.

10.7.15 No explanations of examination questions may be requested or provided.

10.7.16 Students should indicate to the invigilator that they are ready to hand in their examination material by remaining seated and raising a hand. Invigilators shall collect the examination material from those students at their seats. As soon as a student has handed in his or her work, he or she should leave the examination venue.

10.7.17 While an examination is in progress, no student may ask for help or try to help another student obtain assistance or attempt to obtain assistance, or communicate or try to communicate with any person other than the person who has officially been authorised thereto by the Deputy Principal Academic, Research, Innovation and Consultant. Any difficulties must be reported to Supervisor.

10.7.18 A candidate who has been proved to cheat or attempting to cheat in the examination venue would be suspended from studies for two consecutive semester, subject to the confirmation by the Council or a Committee authorised by the Council

10.7.19 Unless stipulated otherwise for an examination, no student may have the following in his or her possession while he or she is in the examination venue, with the exception of whatever is handed to him or her in the examination venue:

- a.** cellular/mobile phones, even if they are switched off - if a student is found in possession of a cellular/mobile phone, disciplinary action shall be taken against him or her;
- b.** Earphones or any programmable electronic devices;
- c.** Pencil bags, pencil cases or any other bags or containers;
- d.** Hats; other than religious hats or cover and must be worn in a good manner.
- e.** Any books, memorandums, notes, sketches, maps, films or any other documents;
- f.** Any blank unused paper; or
- g.** Any other aid that has a bearing on the examination subject, even if it bears no relation to the examination.

10.7.20 A student may not use a pocket calculator in an examination unless expressly authorised to do so in the instructions appearing on the question paper concerned, and then only the pocket calculators that are specifically permitted. The calculator facility of cellular/mobile telephones may not be used as such during examinations.

10.7.21 A student may not disregard any examination instruction given by the invigilator.

10.7.22 Students are not permitted to have or make notes, or to do calculations on their question papers, personal timetables, stationery or any other object. Rough work may be done on the examination script. If any part of such work should not be marked, a line should be drawn through it.

10.7.23 All examination scripts and aids handed out to students should be handed in again before the students leave the examination venue. Unless otherwise stipulated, students may take their question papers with them when they leave.

10.7.24 A student may not cause a disturbance in an examination venue or conduct himself or herself in an improper or unseemly manner.

10.7.25 A student may not have a firearm in his or her possession while he or she is in the examination venue

10.8 POWERS OF INVIGILATORS

10.8.1 An invigilator may confiscate with consultation to the other invigilator(s) or supervisor, the examination documents of a student or any prohibited aid or material found in the possession of a student during the examination if he or she suspects that an irregularity has taken place.

10.8.2 When an irregularity is suspected, the student concerned shall hand over the examination script or scripts that he or she has used up **to that point, at the request of the invigilator.**

10.8.3 The student shall then be instructed to continue with the examination, and he or she shall be given a new examination script.

10.8.4 A student may not claim that the fact that he or she is allowed to continue with the examination condones his or her alleged infraction of the rules.

10.9 PASS REQUIREMENTS

10.9.1 For Students of NTA level 4 & level 5, a student shall pass a subject or module by obtaining a final mark of 50% or more for that subject or module. For Students of NTA level 6, a student shall pass a subject or module by obtaining a final mark of 45% or more for that subject or module

10.9.2 For Students of NTA level 4 & level 5, In addition to the final mark of 50%, a student should obtain a sub-minimum mark of at least 50% in a theoretical examination in order to pass, and where the examination in a subject or module consists of two question papers, he or she should obtain a sub-minimum mark of at least 30% for each paper. For Students of NTA level 6 In addition to the final mark of 45%, a student should obtain a sub-minimum mark of at least 45% in a theoretical examination in order to pass, and where the examination in a subject or module consists of two question papers, he or she should obtain a sub-minimum mark of at least 27% for each paper

10.9.3 In addition to the final mark of 50%, a student should obtain a sub-minimum mark of at least 20% in his or her assessment in a practical examination subject.

For NTA level 6 in addition to the final mark of 45%, a student should obtain a sub-minimum mark of at least 18% in his or her assessment in a practical examination subject.

10.9.4 The decision of the Institute in respect of practical work and projects that contribute to the calculation of the examination mark shall be final and no student's work shall be re-marked.

10.10 PUBLICATION OF RESULTS

10.10.1 The official examination results of the Institute are posted on the applicable official notice boards in terms of a daily publication schedule, and students themselves are responsible for obtaining their results. Individual examination results are also posted via internet to all students, but the Institute assumes no responsibility for delays in the post or for post that was not delivered or not received.

10.10.2 Statements of examination credits obtained, examination results and academic records shall be valid only if they are printed on the approved form and issued by the Deputy Principal Academic, Research, Innovation and Consultant.

10.10.3 The examination results of a student with any outstanding fees and/or library/or hostel material shall not be made known or published before the outstanding amount has been paid in full. However, such a student shall be informed of admission to and particulars of a supplementary examination, if applicable.

10.11 EXAMINATION ENQUIRIES

10.11.1 General

10.11.1.1 KIST assumes no responsibility for incorrect information concerning any aspect of the examinations that has been furnished by persons who are not authorised to give such information. All enquiries should be made to Deputy Principal Academic, Research, Innovation and Consultant

10.11.1.2 All enquiries, objections or representations concerning examination results should be submitted in writing to Principal within thirty (30) days of the publication of the results; after the period stated any objection will not be entertained

10.11.2 Re-checking

10.11.2.1 A student is entitled to have his or her examination scripts for all theoretical examinations re-checked at all levels of all subjects or to inspect them himself or herself.

10.11.2.2 An application for rechecking an examination script should reach Principal's office through the Heads of respective Department within ten (10) working days of the

publication of the results. Application shall be attached with the receipt of the fixed fees of twenty thousands (20,000/=) as the payment of rechecking per subject.

10.11.2.3 If the student passes the subject after rechecking, the fixed fee shall be refunded.

10.11.3 Re-marking

10.11.3.1 A student is entitled to have his or her examination scripts for all theoretical examinations re-marked at all levels of all subjects.

10.11.3.2 An application for re-marking an examination script should reach Principal's office through the Heads of respective Department within ten (10) working days of the publication of the results. Application shall be attached with the receipt of the fixed fees of twenty thousands (20,000/=) as the payment of re-marking per subject.

10.11.3.3 If the student passes the subject after re-marking, the fixed fee shall be refunded.

10.12 PROGRESS FROM ONE ACADEMIC LEVEL TO THE NEXT ACADEMIC LEVEL.

10.12.1 A candidate fail in some modules in-the first semester after supplementary, and having GPA not less than 2.0 shall be considered as a probating candidate (if request) in the second semester, and shall be obliged to pass all modules of the second semester and clear the modules carried from the first semester to the next level and shall be obliged to clear the modules left behind to the first semester in that academic year. Failing to do so, the candidate shall be suspended to continue in the next academic level the level entered even if passed all the modules.

10.12.2 A candidate failing to pass at least 55% of total Credits in that academic unit and/or getting a GPA less than 2.0 shall be discontinued from studies

10.12.3 A probating candidate failing in an examination shall be required to supplement the examination when next offered

10.12.4 A probating candidate failing a second supplementary/re-take examination shall be discontinued from studies.

10.12.5 Any candidate who absents oneself from a scheduled examination without compelling reason(s) shall be deemed to have absconded from the examination and shall be discontinued from studies.

10.12.6 For promotion to the next level of award candidates shall pass all prescribed modules for the prerequisite (current) level of award through first sitting, supplementary or as a probating student.

10.13 PROGRESS FROM CURRENT LEVEL TO THE NEXT LEVEL OF AWARD

10.13.1 A candidate shall be allowed to proceed to the next level of award after passing all prescribed modules at the pre-requisite level.

10.13.2 A candidate who does not meet requirements for level progression may be recommended for a lower level of award for which has fulfilled the requirements for the award

10.14 POSTPONEMENT OF STUDIES

10.14.1 Permission for postponement of studies on compelling grounds shall be granted by the Principal in consultation with the student's sponsor or guardian.

10.14.2 The maximum duration for postponement of studies for whatever reasons shall be two academic years.

10.14.3 No one shall be allowed to postpone more than once in one level of award except for compelling medical grounds.

11.0 HOSTEL REGULATIONS

11.1 Introduction

The social life in student hostels constitutes an important part of the learning experience at the Institute. Hostel life provides students with opportunities to interact with each other in a group setting, through which respect, cooperation and sense of responsibility can be developed. The hostel environment can also help students to discover their talents, increase their emotional maturity, and acquire social skills. All residents of student hostels are members of the hostel community; as such, they should actively participate in hostel functions and help to promote an ideal hostel environment.

The major objective of these student hostel regulations is to safeguard the collective interest of all residents, so that a comfortable environment conducive to both physical and mental well-being can be maintained. All residents are expected to comply with these regulations.

11.2 General Information

11.2.1 Admission

11.2.1.1 All Karume Institute of Science and Technology candidates may apply for hostel residence. Applications are considered by the Student Hostels Committee chaired by Chief Administrative Officer for which selects successful applicants and gives them approval to reside in hostels.

11.2.1.2 Residents of a hostel are required to report to the Warden /Matron at the time and place specified in the Notification for Residence in order to participate in the room allocation and related procedures.

11.2.1.3 Residents may choose their own roommates beforehand.

11.2.2 Rule and Procedure for Withdrawal from Hostel

11.2.2.1 Residents who wish to withdraw from hostel residence during term time are required to give advance written notice to the Warden /Matron.

11.2.2.2 Residents who withdraw from hostel residence at the end of the first semester will not be eligible for any refund of hostel fees paid. Those who withdraw before the above-mentioned dates will be eligible for a reimbursement for part of their hostel fees.

11.2.2.3 At the end of the residence period, residents are required to move out of the hostel on or before the designated move-out date. When moving out, residents are required to clean

their rooms and clear all belongings (including clothing, books, etc.), and return all the original keys to the Warden/Matron or his/her representative. Otherwise, deposits will not be refunded, and future applications for hostel residence may be adversely affected.

11.2.2.4 Residents who have violated hostel regulations can be expelled from their respective hostels immediately by the Warden, Matron, the Student Hostels Committee or Residents' Association.

11.2.2.5 Hostel residence will be terminated for residents whose studies are terminated or suspended or whose Institute affiliations are changed.

11.2.2.6 Residents who are expelled from hostels as a result of violation of hostel regulations are not eligible for any refund of hostel fees.

11.2.3 Living in the Hostels.

11.2.3.1 Main doors of the hostels are closed from 00:00 midnight to 05:00 in the morning. Residents and legitimate overnight visitors should identify themselves when leaving/entering the hostel during the aforesaid period.

11.2.3.2 Residents are required to display information cards on their room doors indicating their name, year of studies and major (most important) information.

11.2.3.3 Residents are required to keep the hostel clean, and to tidy their own rooms periodically.

11.2.3.4 Residents are required to dress properly in the hostel and other public areas of the hostel.

11.2.3.5 Residents are advised to look after their own belongings and money. They are fully responsible for any loss of personal property.

11.2.3.6 Residents should inform the Warden/Matron of any emergency or special circumstances as soon as possible.

11.2.3.7 Any use of electrical appliances (except computer, TV, fan, hair dryer, radio, mobile phone and charger) in the rooms is strictly prohibited.

11.2.3.8 Residents should use hostel facilities with care. If they damage such facilities, they will be responsible for any financial compensation incurred.

11.2.3.9 Residents should not leave their belongings in public areas (e.g. the kitchen, toilet, and corridor). Such items could be disposed if found.

11.2.3.10 To manage the hostel properly, Warden, Matron, teachers, Student Association, and hostel attendants may patrol within the hostel. Student rooms are not private domains. In principle, hostel staff will get permission from corresponding student before entering individual student rooms, nevertheless, if situation arises (e.g. situations involving maintenance, suspect of accident within room, and handling of disciplinary cases), hostel staff may enter student rooms even without residents' permission.

11.2.3.11 All litter, garbage materials in the hostel must be carried out at a special located place.

11.2.3.12 Pads, underwear's, soap remains, soap covers, shaved hair and other toilet related matters under any circumstances must not be flushed to a toilet.

11.2.3.13 Clothes should not be aired in any places other than those provided by the hostel.

11.3 Hostel Rules

11.3.1 The following behaviours are strictly prohibited in student hostels. Residents who violate these rules can be expelled from their hostel within five days by the Warden/Matron (who will send a copy of any relevant documents to the Principal's Office for retention in the personal file). Future applications from any such student for hostel residence might not be considered. The expelled resident will not be allowed to stay overnight in any of the three student hostels in Karume Institute of Science and Technology (not even as a visitor).

11.3.1.1 Violate Zanzibar Revolutionary Government law;

11.3.1.2 Possess illegal or dangerous items;

11.3.1.3 Light or smoke cigarette;

11.3.1.4 Possess, preserve or consume beverages of any alcohol content.

11.3.1.5 Allow a person of the opposite sex to stay in the hostel visiting hours (9:00 to 12:00 holidays and 16:00 to 18:00 working days);

11.3.1.6 Visit and stay in the hostel of the opposite sex resident outside the hostel visiting hours (9:00 to 18:00 holidays and 16:00 to 18:00 working days);

11.3.1.7 Allow a person of the opposite sex into their room or public area.

11.3.1.8 Stay in the room of a resident of the opposite sex, or in the public area of a floor of the opposite sex, or in any area other than the hostel living room of any single sex hostel, outside opposite sex visiting hours;

11.3.1.9 Produce disturbing noise including high volume of any audio device of any type of program (music, religious songs and recites)

11.3.1.10 Cook in resident rooms or public areas in hostel

11.3.1.11 Ignite fire in hostel.

11.3.1.12 Have keys of the hostel duplicated or lent to others.

11.3.1.13 Sell the hostel occupancy to another student.

11.3.1.14 Exchange hostel occupancy or room without prior approval.

11.3.1.15 Alter electrical circuits or fittings in hostels without prior approval.

11.3.1.16 Stay in the hostel when it is closed to residents without prior approval.

11.3.1.17 Reside in the hostel for less than four nights per week;

11.3.1.18 Cause damage to the wall, furniture, etc. in the hostel (using nails, tapes, paint etc.)

11.3.1.19 Use unauthorised electrical appliances in the room (refer to item 2.3.7 of this regulation);

11.3.1.20 Leave personal belongings in public areas.

11.3.1.21 Possess pornographic subjects.

11.3.1.22 Exhibit immoral behaviours;

11.3.1.23 Disturb others (e.g., talk very loudly, leave radio on at a high volume, slam doors, etc)

11.3.1.24 Throw objects from the windows of hostel;

11.3.1.25 Keep pets (e.g. dog, cat, bird etc).

11.3.1.26 Allow a visitor not registered for overnight stay to stay in the hostel after visiting hours.

11.3.2 Appeal

12.3.2.1 Procedures: Residents expelled from the hostel can appeal in writing to the Principal through Warden/Matron within three working days. Upon receipt of the appeal, the Principal will appoint a working group within seven working days to handle the appeal and make a final decision on it.

11.3.3 Visitor Regulations

11.3.3.1 Any person who is not a resident of the hostel will be regarded as a "visitor".

11.3.3.2 All visitors are required to comply with hostel regulations.

11.3.3.3 The visiting hours for same sex visitors is 9:00 to 20:00, for visiting hours for opposite sex visitors please refer to 3.15 and 3.1.6

11.3.3.4 For the collective interest of hostel residents, residents are not encouraged to invite visitors to stay overnight.

11.3.3.5 For those who violate the Visitors Regulations, both the resident(s) involved and the visitor(s) will be expelled and deprived of future application for hostel places.

11.3.4 Regulations governing visitors staying overnight

11.3.4.1 a When a non-resident (must be current student of the Institute and the same sex) is invited to stay overnight, he/she must have the consent of all roommates in advance and the consent of Warden/Matron.

b. Overnight visitors should abide to "Regulations for Overnight Visitors".

11.3.4.2 For Residents

If visitors are found staying overnight without a valid overnight visitor consent, the host resident will be imposed penalties as follows: (in the case where no single host resident is prepared to bear the sole responsibility, the penalties will be imposed on all residents of that room):

- (i) Violation for the first time: a fine 25% the charge of hostels' fees. Written warning will be given by Wardens/Matron with copy sent to the Chief Administrative Officer.
- (ii) Violation for the second time: a fine 50% the charge of hostels' fees and serious written warning given Wardens/Matron with copy sent to the Chief Administrative Officer.

- (iii) Violation for the third time: a fine 100% the charge of hostels' fees and the Wardens/Matron may join with the Chief Administrative Officer to terminate his/her hostel residence; his/her parents and Head of Department of the allege student will be informed about the action while the penalty will also be recorded in his/her student file.

11.4 Disciplinary Actions

All regulations should be strictly observed and obeyed. In case of any violation, the Institute may take appropriate disciplinary actions, depending on the nature of the offence, according to the following terms:

11.4.1 The Warden/Matron or the Residents' Association will deal with all cases of violations and decide on the penalties.

11.4.2 Penalties:

11.4.2.1 The Warden/Matron may decide on the form of any of the following penalties in accordance with the nature and gravity of the offence:

- (i) Verbal warning with the offence recorded in the Warden's/Matron's File
- (ii) Written warning with copy sent to his/her personal file. The student's application for hostel residence in the next year will be affected, subject to the decision made by the Residents' Association of that year.

11.4.2.2 In addition to the above, the Warden/Matron may also take one of the following actions:

- i The student's registration number, department, year of study, room number and violation shall be made public.
- ii Termination of hostel residence effective within seven days and his/her two (at least) application for residence for the next academic year will not be considered.
- iii Refer the case to the Institute Administration for action

11.4.2.3 The student may appeal against the decision regarding the charge or the penalty by writing to the Warden/Matron within seven days of announcement. If he/she wishes to appeal against decision(s) made by the Warden or Matron, written appeal should be addressed to the Institute Administration within seven days of announcement.

11.5 Hostel Visiting Hours for Visitors.

11.5.1 Weekdays: 16:00 to 20:00

11.5.2 Weekends and Public Holidays: 9:00 to 20:00

11.6 Addendum

11.6.1 *Residents' Association*

11.6.1.1 In order to promote self-discipline, welfare and group activities, the residents are to form a resident association.

11.6.1.2 Residents should honour their obligation to participate and cooperate as much as possible in any activities organized by the Resident Association.

11.6.1.3 All residents will automatically be members of the Residents' Association of their hostel;

11.6.1.4 The Residents' Association of each hostel can set its own rules according to the specific conditions of their hostel. The rules of each Resident's Association are required to be submitted to the Warden/Matron concerned for approval. A copy of the rules must be forwarded to the Institute

Administration

11.6.1.5 Residents' Associations have the right to issue oral warnings to residents who violate hostel regulations. After an oral warning is issued, the Residents' Association is required to report the incident to the Warden.

11.6.2 Warden and Matron

The role of the Warden is to:

- i. Wardens are responsible for the day-to-day management of the student hostels with support by the Institute.
- ii. Promote an ideal hostel atmosphere;
- iii. Help individual residents to adapt to hostel life
- iv. Manage the hostel and maintain order in the hostel;
- v. Formulate and implement temporary measures for the protection of the collective interest of residents

12 STUDENTS' BY-LAWS [Made under section 19 (1)]

IN EXERCISE of the powers conferred upon me under section 19 (1) of Karume Institute of Science and Technology Act, No. 2 of 2009, **the Council of Karume Institute of Science and Technology** do hereby makes By-laws for Karume Institute of Science and Technology Students' General Welfare, Conduct and Discipline as follows:

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PART ONE.		
PRELIMINARY PROVISIONS		
1. Short title and Commencement	These By-laws may be cited as the Karume Institute of Science and Technology Students' (General Welfare Conduct and Disciplinary matters) By-Laws and shall come into operation on such date as passed by the Council of the Institute.	
2. Interpretation	In these by-laws, unless the context requires otherwise:	
	“Act”	means Karume Institute of Science and Technology Act No. 2 of 2009;
	“Appropriate Authority”	means the Deputy Principal Administration, Planning and Finance of the Institute or any other officer of the Institute acting on his behalf in the execution of these by laws.
	“Chief Academic”	means a Chief Academics of the Institute appointed under section 12 of the Act;
	“Council”	means the Council of the Institute established under section 6 of the Act;
	“Criminal offence”	means an act , attempt, omission ,commit or attempt punishable by laws.
	“Dean of Students”	means an officer who oversees student personal welfare ,serves as a bridge between student and Institute Management also responsible for disciplinary matters;
	“Principal”	means Principal of the Institute appointed under section 10.1 of the Act.
	“Disciplinary Appeals Committee”	means the Disciplinary Appeals Committee established under section 21.1 of the Act;
	“Disciplinary Committee”	means the Students Disciplinary Committee established under section 20.1of the Act;
	“Disciplinary Offence”	means any offence under these By-Laws or any other law for the time being in force;
	“Illegal drugs”	means any drugs declared illegal by any law in force in Zanzibar;
	“Illegal meeting”	means any meeting or gathering of students within the Institute campus without permission of the Institute.
	“Institute community”	means all persons whether employed, registered, enrolled by the Institute or for the time being are within the Institute compound for a specific legal purpose;
	“Institute staff”	means any person employed by the Institute;

	<i>“Institute”</i>	means the Karume Institute of Science and Technology (KIST) established by Act no. 2 of 2009 of the House of Representative.
	<i>“Natural Justice”</i>	shall include the right to be heard by an impartial body; the right to be informed of the specific offence alleged to have been committed and the specified law alleged to have been violated; the right of tender defense and the right to appeal;
	<i>“Deputy Principal Administration, Planning and Finance”</i>	means the Deputy Principal Administration, Planning and Finance of the Institute appointed under section 11 of the Act.
	<i>“Student representative”</i>	means a student appointed by the Student Organization to represent students’ interests to the Institute;
	<i>“Student”</i>	means a student of the Institute and includes any person who has enrolled himself for pursuing any course of study at the Institute;
	<i>Students’ Organization”</i>	means an organization established under section 13 of the Act;
3. Application	Unless otherwise provided, these By-Laws apply to the students of the Institute.	

PART TWO

ENFORCEMENT OF BY- LAWS.

4. <i>Existence of these by laws.</i>	(1)	Once these By-laws come into operation, the Institute shall notify students by putting a copy to the Institute Website, the Institute Student Notice Board or Institute library, so as to enable students to know the existence of the same for the period of not less than three months.
	(2)	Subject to sub rule (1) of this rule, every student shall be presumed to be aware of the existence of these By-Laws and shall not be a defence for any student in relation to any disciplinary measure that these Bylaws were not brought to his attention by the Institute.
5. <i>Enforcement</i>		The Principal of the Institute or any other <i>of by laws.</i> Institute staff of the Institute appointed by the Principal on his behalf shall be responsible to the Institute Council for the enforcement of these By-Laws.

PART THREE

STUDENTS' GENERAL CONDUCT

6. <i>Student's misconduct</i>	(1)	Any kind of misconduct by a student which has the effect of tarnishing the good name dignity, and respect of the Institute both in and off compound, is strictly prohibited.
	(2)	All students are required to respect and observe Zanzibar laws
	(3)	Any student found guilty of an offence under sub rule (1) or (2) of this rule shall be guilty of an offence and upon conviction for a first breach be liable to suspension from studies for not less than one academic year, and for second and subsequent breaches shall be liable to eviction from the Institute.
7. <i>Disciplinary offences.</i>	(1)	<p>Without prejudice to any other provision in these By-Laws, the following acts shall constitute disciplinary offences under these By-Laws:</p> <ul style="list-style-type: none"> i. To make nuisance or mobilize other students to make nuisance of any kind in any premises or compound of the Institute; ii. To instigate or participate in any mob action, strike, boycott of classes or any civil commotion; iii. willfully organize or participate or convince others to organize or participate in any illegal gathering or meeting for the purpose of breaching these By-laws or National laws; iv) drunkenness or any disorderly conduct or unbecoming behaviour by any student of the Institute; iv. To cause damage to the property of the Institute or of another student or of any member of the Institute community; v. To behave in any manner which is likely to encourage or instigate violence among other

		<p>students and property or any member or employee of the Institute;</p> <p>vi. To insult or apply physical force to any other student or Institute staff or Institute community;</p> <p>vii. To assault, abuse, harass or tarnishing any other student reputation or staff of the Institute community or their families;</p> <p>viii. Fighting within the Institute compounds;</p> <p>ix. Conduct a meeting, workshop, seminar and any other gathering or invite someone who is not an Institute member of staff without a permission of the Dean of Students or any other Institute appropriate authority;</p> <p>x. To litter the lecture rooms, halls, workshops, laboratories or any other compound of the Institute with waste papers or any other kind of rubbish.</p> <p>xi. Any conduct which obstructs or frustrates or is likely to obstruct or frustrate the carrying out of any instructional and or lawful activities scheduled to take place in the Institute.</p> <p>xii. To provide the Institute with false information, or fail to identify oneself, or produce an identity card when called upon to do so by any authorized officer of the Institute, or to any other Institute lawful department, unit empowered to demand any such information and identify in the execution of his lawful functions;</p> <p>xiii. Maliciously damaging, defacing or destroying a wall, gate, fence, post, trees, gardens or any other property and assets of the Institute whether or not such property has been leased to any public or private company or person;</p>
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		<p>xiv. To invite, entertain, or accommodate a criminal fugitive or any person banned or prohibited by the Institute;</p> <p>xv. Failure or refusal to abide by any lawful order issued under any laws of the Institute or any lawful decision or directives passed by any appropriate organ of the Institute;</p> <p>xvi. being in possession any unauthorized property of the Institute;</p> <p>xvii. To acquire and or utilize the services of the Institute either in a private or official capacity without prior authorization of the Officer in-charge of the section or department of the Institute under which such services are rendered;</p> <p>xviii. Any fraudulent collection of money or any property from fellow students or any other person;</p> <p>xix. Unlawfully being in possession, or use of any dangerous weapon in, or around the Institute premises;</p> <p>xx. To be in possession of any kind of illegal drugs and, or engage in any business or transactions which involves illegal drugs within the Institute premises;</p> <p>xxi. To administer any illegal drugs to oneself or any other person for whatever reasons within the Institute premises;</p> <p>xxii. To willfully associate with any person or group of persons who for one reason or another are involved in illegal drugs transactions or business, or any other criminal undertaking within the Institute premises;</p> <p>xxiii. Use of any tobacco products;</p> <p>xxiv. To organize or participate in any political activity in or around the premises of the Institute;</p>
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		<p>xxv. Unwanted physical conduct of any sort which is sexual in nature including touching of sensitive body parts, brushing against another's body, hair or clothes, kissing, pinching, patting, or grabbing;</p> <p>xxvi. Displaying, disseminating of pornographic and sexually suggestive pictures or sexual objects;</p> <p>xxvii. Transmitting offensive written, telephone or electronic communications of a sexual nature;</p> <p>xxviii. Mismanagement and, or embezzlement of student's organization funds or of any other recognized student society established under the auspices of the students' organization in accordance with the relevant provisions of the students organization's constitution;</p> <p>xxix. Refusal or failure to abide by the ruling, decision or penalty made or imposed by the Council, Disciplinary Authority for Student, Disciplinary Appeals Committee, Dean of Students or any other Institute appropriate authority;</p> <p>xxx. Using personal electronic equipment such as personal computers, cellular telephones, tablets, music devices, stereos or televisions at an unreasonable manner that disturbs classroom or the whole Institute atmosphere.</p>
	(2)	Any student found guilty of any offence under sub rule (1) of rule 7 shall be liable upon conviction to a punishment as provided for under the Schedule to these By-laws;

	(3)	The Student's Disciplinary Committee and the Student's Disciplinary Appeals Committee shall have powers to impose any appropriate punishment with respect to the gravity of disciplinary offence and students misconduct committed to any student who contravene the disciplinary offences prescribed under rule 7(1) up to (xxxi).
8. <i>Student charged with criminal offence.</i>	(1)	The Institute may suspend a student charged with any criminal offence in any court of law and against whom a prima facie case has been established until judgment is pronounced in favour of him, in case the Institute is of the opinion that attendance to the proceedings may affect that student academic performance;
	(2)	Where a student is suspended under the provision of sub rule (1) of this rule, that student shall not be reinstated until he produces the judgment of a court ruling in his favour.
	(3)	Any student who has been reinstated under sub-rule (2) of this rule may be resuspended where an appeal has been preferred against him in the case he was initially charged with, such suspension shall continue until the final determination of the appeal Provided that, the total suspension period starting from the first suspension shall not exceed two consecutive academic years.
	(4)	A student whose suspension period exceed two consecutive academic years shall cease to be a student of the Institute and shall be evicted from the programme of the Institute.
	(5)	Any student who is convicted of any criminal offence and sentenced to imprisonment for period exceeding two consecutive academic years shall cease to be a student of the Institute.

PART FOUR

ACADEMIC AFFAIRS AND CORRESPONDENCES

9. Reporting (1) time of Student in Semester.		All eligible students shall report to the Institute at the commencement of every semester and on the prescribed date by the Institute from time to time.
	(2)	Any student fails to report on the prescribed date but not later than five (5) working days from the date of reporting and without any reasonable cause, shall be liable to a written warning from Deputy Principal Academic, Research, Innovation and Consultant.
	(3)	Any student who reports after fifteen (15) working days from the prescribed date and with or without any reasonable excuse shall be suspended from studies for a period not exceeding one academic year.
10. Student leave of absence. (1)		A student may apply for leave of absence for a period not exceeding five days during semester time to the Deputy Principal Administration, Planning and Finance or Principal of the Institute and such an application shall be accompanied by written approval of the respective Head of the department using the appropriate forms maintained by the applicant's Institute.
	(2)	Notwithstanding the provisions of sub- section (1) of this rule, the Deputy Principal Administration, Planning and Finance or Principal of the Institute may, in exceptional circumstances and where good cause is shown, grant leave of absence for a longer period not exceeding ten days. Provided that the Deputy Principal Administration, Planning and Finance or Principal of the Institute shall not grant leave of absence as required in this rule unless he has consulted the relevant Head of Department in which a student is administered.
11.	Institute	

<i>telephones</i>		Student shall not be allowed to use the Institute office telephones for private calls except by special permission from the office supervisor, in which case the student shall meet the cost of the call by paying to the Institute's cashier and obtaining an official receipt.	
		(5)	It shall be an offence under these By-Laws for any student to interfere with any communication, media, system or air waves for whatever purpose and, in particular, securing hidden identity for the transmission of any message to other students, members of the Institute Community and, or outside the Institute with a view of achieving anything unlawful.
		(6)	Any student, who shall contravene sub rule (5) of this rule shall be suspended from studies for not less than one semester with any other appropriate penalty deems fit by the Institute Authority;
12.	<i>Student's correspondence outside the Institute</i>	(1)	All correspondences outside the Institute by any student concerning any issue that involves Institute shall be routed through the Dean of Students.
		(2)	Official letters to other organization outside the Institute reflecting the interests of the student community at the Institute shall first be approved by the Students Government and shall bear the seal of the Students Organization.
		(3)	Letters to the press or mass media from other registered student societies which do not reflect the interest of the students' community as a whole shall bear the address of their own.
		(4)	Letter to the press from individual students which have not been approved by the students' organization shall bear their own names and addresses.
		(6)	It shall be an offence under these By-Laws for any student to interfere with any communication, media, system or air waves for whatever purpose and, in particular, securing hidden identity for the transmission of any message to other students, members of the Institute Community and, or outside the Institute with a view of achieving anything unlawful.
		(7)	

			Any student, who shall contravene sub rule (5) of this rule shall be suspended from studies for not less than one semester with any other appropriate penalty deems fit by the Institute Authority;
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13.	<i>Meetings between the students.</i>	(1)	Meetings of any kind between students and any outside authority of the Institute shall be conducted after approval of the Dean of students;
	(2)	Students may request an approval of meetings by a written request of not less than two days before such meeting to the Dean of Students showing the intention to hold such meeting, and the notice so given shall specify the authority with whom the meeting will be held, the issue or agenda to be discussed and the time and place for such meeting.	
	(3)	An approval to be given as required under sub-rule (1) of this rule shall, in the case of a single student, be given by the student himself or, in the case of a group of students, by its representative or any individual student in the group.	
14. <i>Library services.</i>		(1)	Every student shall be entitled to the services of the Institute
	(2)	library; Library service at the Institute shall be available to students at specific working hours as the Institute may prescribe from time to time and notice of such working hours be affixed to the student notice board;	
	(3)	Students borrowing books, magazines or any document to the Institute library shall personally be responsible for care and safety and shall return intact the borrowed item to the issuing officer of the library on the date specified or agreed for the return of such item;	
	(4)	The Librarian shall impose fines or any other appropriate penalties to any student or person who violates sub rule 3 of this by law prescribed from time to time to the Institute students and other library users.	

PART FIVE
DISCIPLINARY MATTERS

<p>15. Disciplinary Committee (1)</p>	<p>It is hereby established a Committee to be known as a Disciplinary Committee which shall be composed of the following members: -</p> <p>(a) Deputy Principal Academic, Research, Innovation and Consultant who shall be the Chairperson;</p> <p>(b) Legal Officer who shall be the Secretary;</p> <p>(c) Dean of students;</p> <p>(d) Two selected academic staff;</p> <p>(e) One selected non-academic staff</p> <p>(f) One representative from Student Organization.</p> <p>(g) Sheha</p>
	<p>(2) The Disciplinary Committee may appoint any person to attend its meeting, provided that, the invitee shall have no right to vote in any deliberation of the Authority.</p>
	<p>(3) The Institute shall appoint members of the Disciplinary Committee after recommendation from Council.</p>
<p>16. Tenure of the Members Committee</p>	<p>Members of Disciplinary Committee shall continue to be members by the virtues of their Disciplinary offices.</p>
<p>17. Meetings of The Disciplinary Committee (1)</p>	<p>The Disciplinary Committee shall meet once in a semester except whenever circumstances so demand, an emergency meeting may be held.</p>
<p>(2)</p>	<p>More than half of the total number of members of the Disciplinary Committee shall constitute a quorum for the meeting.</p>
<p>(3)</p>	<p>All questions at a meeting of the Disciplinary Committee shall be decided by majority votes of members present and voting at the meeting, in the event of an equality votes, the Chairperson shall have a casting vote in addition to his deliberative vote.</p>

<p>18. Functions of the Disciplinary Committee. (1)</p>	<p>The functions of the Disciplinary Committee shall be: -</p> <ul style="list-style-type: none"> a) To receive and deliberate on any matter relating to the conduct of any student of the Institute as may be referred to it by the Dean of Students; b) To investigate the conduct of any student that in the opinion of the Disciplinary Committee is conducive to disciplinary control, adherence of rules or breach of ethics under this By-laws; c) To initiate disciplinary proceedings and hearing any disciplinary conduct or offence committed under these by laws or any other laws of the Institute; d) To advise the Institute on any matter in which the conduct and discipline of students are in issue and propose, inappropriate cases, for measures to be taken for any act of misconduct or indiscipline by any student that occurs on or off the campus of the Institute; e) To investigate the extent of liability for the loss or damage done by student to any Institute property or Institute Community; f) To carry out any other functions for the maintenance and promotion of good discipline among students, between students and the Institute community and other communities outside the Institute.
<p>(2)</p>	<p>Notwithstanding the provision of sub rule (1) of this rule, no penalty shall be imposed on any student without first providing him with the opportunity to be heard.</p>
<p>(3)</p>	<p>It shall be for the Disciplinary Committee through its Chairperson to inform the Principal of any decision passed by that Authority to any Student under these Bylaws or any other relevant law of the Institute.</p>

<p>19. Powers of the Disciplinary Committee. (1)</p>	<p>The Disciplinary Committee shall have the powers to:</p> <ul style="list-style-type: none"> a) authorize any Officer of the Institute to conduct an inquiry investigation into any alleged or suspected offences under this Rule; b) summon and interrogate (not physically) any student or any other person and demand any evidence relating to any alleged misconduct of such student or any other student; c) require any student within a specified time to provide any information or to answer any questions which the Disciplinary Committee considers necessary in connection with any inquiry or investigation which the Disciplinary Committee is empowered to conduct under these By-laws; d) determine and order appropriate penalty on any student and for any proven offence relating to the conduct and discipline of such student where the same is not provided for in these By-laws; <p>(2) Notwithstanding of this rule sub rule 1(c) Student summoned by Disciplinary Authority and refuse or did not turn over or appeared to the enquiry but refuse to cooperate, Disciplinary Committee may have right to further punish the student as it may consider proper;</p>
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<p>20. Mode of operations for the Disciplinary (1)</p>	<p>a.</p>	<p>The Disciplinary Committee shall determine the complaint;</p> <p>The plaintiff shall be given an opportunity to open the case and produce his evidence in support thereof;</p>
	<p>b.</p>	<p>The Disciplinary Committee shall then give an opportunity to the defendant to state his case and produce evidence in support thereof;</p>
	<p>c.</p>	<p>At the conclusion of the case by the defendant, the plaintiff shall not, without special leave of the Disciplinary Committee, make an address in reply.</p>
	<p>d.</p>	<p>The Disciplinary Committee shall investigate and determine any dispute referred to it with due regard to the law of evidence and subject to these</p>

		by Laws, shall be entitled to determine its own procedure for any proceedings before it.
(2)	a.	Evidence may be taken by the Disciplinary Committee by oral, written statement or recorded.
	b.	Where a witness is called by a party, he shall be first examined by the party which called him and then cross examined by the other party and then if necessary again by the party which called him.
21. Powers of the Dean of Students.	1.	Without prejudice to any specific penalties provided for in these By-laws, any breach under these by-laws shall first be reported to the Dean of Students who, in appropriate cases, may solve the matter before reporting it to the Disciplinary Committee
	2.	The Dean of Students, with the consultation of the Deputy Principal Administration, Planning and Finance and Deputy Principal Academic, Research, Innovation and Consultant shall have powers to warn any student reported to him as having breached these by Laws to rectify any such breach. Provided that, where a student is not satisfied with any decision or any other directives of the Dean of Student, shall report in writing the matter to the Disciplinary Committee within seven working days.
	3.	Notwithstanding the provision of the proviso to sub-rule (2) of this rule, the Dean of Students shall have powers to refer any matter referred to him to Disciplinary Committee for Student by his own motion.
	4.	Upon receipt of any matter referred to it as provided for under sub-rule (2) or (3) of this rule,

		the Disciplinary Committee shall meet for its consideration.
22. <i>Effect of appeal</i>		Where an appeal has been lodged with the ^{to the} Disciplinary Appeals Committee, execution of any Disciplinary penalty imposed by the Disciplinary Committee Appeal shall continue depending upon the determination of Committee . such appeal.
23. <i>Disciplinary Appeals Committee</i>		It is hereby established a Committee, to be known as a Disciplinary Appeals Committee of the Institute, which shall be composed of: - <ul style="list-style-type: none"> a. Principal, who shall be the Chairperson; b. Two members from the Institute appointed by Principal. c. Two members from the Council appointed by Chairperson of the Council; d. State Attorney from Attorney General Chambers; e. Representative of the Student's Organization other than the one who is a member of the Disciplinary Committee.
	2.	Notwithstanding provisions of sub rule (1) of this rule, no member of the Disciplinary Committee shall, at the same time, be a member of the Disciplinary Appeal Committee except the Legal Officer as a minute taker.
	3.	The Disciplinary Appeal Committee may invite any person to attend its meeting, provided that, the invitee shall have no right to vote in any deliberation of that Committee. Save that any member of the Panel who took part in the decision which is the subject of an appeal before the Disciplinary Appeals Committee, shall not take part in the hearing of such appeal.

	4.	The Principal shall appoint members of the Disciplinary Appeal Committee after recommendation from the Council.
24. Tenure of the appeal committee		Member of the Disciplinary Appeal Committee shall continue to be members by the Disciplinary virtue of the offices.

25. Functions of (1) the Disciplinary Appeals Committee	The functions of the Disciplinary Appeals Committee shall be: -	
	a)	to receive and investigate any appeal concerning disciplines from the Disciplinary Committee or any organ of the Institute.
	b)	to assist any law or rules enforcement of the Institute in the investigation of disciplines.
	c)	to examine the practices and procedures of any conduct in order to facilitate the discovery of disciplinary obedience.
	d)	to investigate the extent of liability for the loss of or damage to any Institute property.
	e)	to carry out any other functions conferred to the Institute under these By-laws.
26. Powers of the Disciplinary Appeals Committee	1.	In determining any appeal brought before it by any student, the Disciplinary Appeal Committee shall have powers to confirm, reduce, vary, set aside or modify any decision or penalty passed or imposed by the Disciplinary Committee.
	2.	The decision of the Disciplinary Appeal Committee derived from appeal shall be final and conclusive.
27. Mode of operation for the Disciplinary Appeals Committee	1.	For the purpose of these By-laws, any student who becomes aggrieved by the decision of the Disciplinary Committee may appeal to the Disciplinary Appeal Committee within fourteen working days from the date of the decision of the Disciplinary Committee.
	2.	Any appeal lodged by Students to the Disciplinary Appeal Committee as provided under sub-rule (1) of this rule shall be in writing and set out the grounds of such appeals.
	3.	The Disciplinary Appeals Committee shall meet within 21 working days following the receipt of any appeal.
	4.	At the hearing of an appeal by the

		Disciplinary Appeals Committee, the parties concerned shall be entitled to be heard. No other person in defense of or representative capacity for the aggrieved party shall be allowed to appear before the Disciplinary Appeals Committee.
28. <i>Procedures of disciplinary conduct.</i>	1.	Any authority, committee or organ empowered under these by laws to handle any matter relating to students' conduct discipline shall adopt its own procedures as it may consider proper and shall have the powers to summon any person to give evidence or information or require any student to produce evidence in connection with any issue which is the subject of its determination. Provided that no such authority or committee shall adopt a procedure which offends or seeks to offend the principles of natural justice.
29. <i>Honorarium</i>		The Council shall determine the appropriate <i>honorarium</i> or sitting allowance for the members of the Disciplinary Appeal Committee and for the members of the-Disciplinary Authority from time to time.

PART SIX

PENALTIES

30. <i>Penalties.</i>		The Disciplinary Committee shall have powers to impose to any student who commits any disciplinary offence under these By-Laws the penalties as provided in the Schedule to these Bylaws.
31. <i>Dismissal.</i>		Without prejudice to the provisions of rule 28 of these By-Laws, a student may be dismissed where: - <ul style="list-style-type: none">a) He is charged and proved to have committed a disciplinary offence punishable by suspension and the same student had been previously punished by the same penalty within the same academic year;b) he/she has been suspended from studies and ordered to be out of the Institute and failed to comply with such order by either remaining or being seen on campus;c) it is established that a student has committed a criminal offence and convicted by the Court for and sentenced to imprisonment for a term of more than the period of one academic year;
32. <i>Suspension or fine</i>		Where suspension or a fine is preferred as disciplinary penalty under these By-laws, the Disciplinary Committee shall have the following powers: - <ul style="list-style-type: none">a) in the case of suspension, to suspend a student for a period not exceeding one academic year;b) in the case of a fine, to impose a fine of amount as determined by the Disciplinary Committee from time to time.

<p>33. <i>Additional penalty.</i></p>		<p>Any student found guilty of any disciplinary offence or misconduct under these By-laws may, in addition to any specified penalty, be required to pay compensation for any loss or damage caused to the Institute property or property of any member of the Institute community or make good any loss resulting from the services of the Institute community obtained illegally.</p>
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PART SEVEN

MISCELLANEOUS PROVISIONS

34. <i>Married</i>		The Institute shall not be obliged to provide <i>student</i> . separate family services to married couples or breast-feeding mothers and their infants.
35. <i>Certificate to bear the name of the student.</i>	<ol style="list-style-type: none"> 1. 2. 	<p>Any certificate to be issued by the Institute to any student on completion of his studies shall bear a name by which such student gained admission to the Institute.</p> <p>Change of name in the Certificate may be made after the student apply to the Institute with concrete proof to be administered by the Institute.</p>
36. <i>Student motor vehicle or cycle.</i>	<ol style="list-style-type: none"> 1. 2. 3. 	<p>Any student wishing to park (on your own risk) and drive a motor vehicle or motorcycle in the Institute shall be first required to register it to the Dean of Students.</p> <p>The registration of the motor vehicles and motorcycles as provided for under sub-rule (1) of this rule shall be done annually upon the production of the following documents: -</p> <ol style="list-style-type: none"> a) Registration card of a motor vehicle or cycles; b) A valid certificate of insurance; c) A valid driving license; d) Any other document when it appears necessary. <p>The Institute shall have powers to refuse permission to any student or withdraw any</p>

	<p>4.</p> <p>5.</p>	<p>permission granted to any student to drive on campus whenever it appears to the Institute that such student is a dangerous or reckless driver.</p> <p>Subject to the provision of sub rule (2) of this rule, the Institute shall not be responsible for the care and safety of any motor vehicle, motorcycle or any other property of a student.</p> <p>Any student contravenes the provisions of this section shall not allowed to drive his motor vehicle or motor cycle in the Institute surroundings.</p>
37. Complaint of Student against member of staff.	<p>1.</p> <p>2.</p>	<p>Any complaint by any student against any member of staff of the Institute shall first be reported to the Dean of students or Head of the department in which such member belongs and such Dean of students or Head of the department shall settle the matter or shall refer it to the appropriate authority that deals with staff issues.</p> <p>Any complaint of a student under sub- section (1) of this section shall be lodged in writing to the Dean of Students.</p>
38. Suspended		Any student suspended from studies shall, unless <i>student</i> permitted by the Deputy Principal Administration, Planning and Finance or any person acting on his behalf, stay off-campus.
39. Cost		<i>to</i> Any student who resumes studies at the Institute <i>suspended</i> after being suspended

		under any of the provisions of these By-Laws or any other law in force and applicable to such students, shall personally bear all the costs and other consequences of such suspension.
40. Handling of student complaints.	1.	Student's complaints of any nature shall first be handled by the Institute established mechanism for handling students' complaints before such complaints have been presented to the Dean of Students.
	2.	The Students' Organization or any individual a student may report his complaint directly to the Dean of Students.
41. Records of any penalty imposed on any student by any <i>student penalty</i> . Authority under these by laws or any law in force and applicable to such student shall be recorded or caused to be recorded in the personal file of the student concerned.		
42. Prohibition (1) Smoking is not permitted within the Institute <i>of smoking</i> premises or any other place that the Institute may specify through any appropriate notice from time to time. (2) Any student found guilty of committing disciplinary offence provided under sub rule (1) of this rule, shall be liable to punishable as provided under the schedule of this By-laws.		
43. Gender- Subject to these by-laws, male and female <i>Balanced</i> students shall be equally eligible for holding all <i>Observed degrees</i> , diploma, certificate and other awards and for the pursuit of all courses of study in the Institute.		
44. Amendment. The Council shall have power to amend these By- <i>of these by laws</i> . <i>Laws</i> at any time when it deems necessary.		

13.0 DRESS CODE GUIDELINES FOR KIST STUDENTS

13.1 INTRODUCTION

Over the past decade, the higher education institutions dress code has become an increasingly common policy nationwide. As opposed to the requirements of students to wear specific clothing in the form of uniforms, dress code provide guidelines through which students are allowed to wear any clothing that meets the Institute and community requirements. When students grow and develop their identities, they often use clothes as a way to express who they are and what they believe. For this, Institute clothing and personal appearance should be neat, becoming, and appropriate.

The Karume Institute of Science and Technology understands and fully supports students' right to self-expression. The Institute also has an obligation to create a living, teaching and learning environment where all members of the community are comfortable and not offended by inappropriate dress.

The Institute Management, classroom instructors/lecturers and other staff have the responsibility to oversee and address guidelines violators and/or deny services to students dressed in any of the prohibited attire.

13.2 Rationale for Developing Students' Dress Code Guidelines

Students have been found wearing of clothing that do not conform to the values of the KIST community. Also students lack clear interpretation of what constitutes acceptable dresses.

Observance of Dress Codes is important because it helps to preserve moral standards, ensure discipline and a sense of responsibility among students, prepare students for their careers in real world as many professions need smart personnel and contribute to a safe and supportive teaching and learning environment.

Studying at an Institute is not only passing examinations but also to maintain the good image of oneself and the respective Institute through descent dresses.

The Dress Code is designed to provide appropriate guidelines to all students to dress in a manner that is respectful of themselves and in the KIST community.

13.3 Objectives of the Dress Code Guidelines

13.3.1 Main Objective

The main objective of the Dress Code Guidelines is to provide guidance to students on appropriate dressing.

13.3.2 Specific objectives

- i. Ensure smartness and appropriateness of dressing
- ii. Provide cultural and academic development arena
- iii. Provides productive and positive atmosphere for teaching and learning environment.

13.4 REQUIREMENTS TO STUDENTS

The following is required to be observed by all students at KIST:

- i. For Aircraft Maintenance Engineering and Pilot Engineering, students wear their uniforms according to their respective courses.
- ii. Students should always wear their ID cards when on campus except in their hostel rooms.
- iii. Distinction of appropriate dress subject to situations such as for classes, workshops, places of worship, business and formal affairs, relaxation and play/sports activities.
- iv. Learn to use socially acceptable dress to specific occasions and activities.
- v. Special Coats, White and Blue, are Common for both gender for Lab work. White over coat is exclusively meant for Computer, Electrical, Renewable Energy, Electronics and Telecommunication, Digital design, Biology, Chemistry and Physics Labs, while Blue over coats shall be worn for Workshops., Mechanical, Oil and Gas, Plumbing, Carpentry, Civil Labs.
- vi. Inappropriate attire will be considered absolute or offensive garments without proper undergarments to unclear their transparency; form-fitting clothing without proper support undergarments; micro-mini dresses/skirts that do not cover enough of the thighs while standing/sitting; halter tops; midriff blouses; t-shirts bearing disrespectful language/indecent messages, and cut-out or torn jeans that reveals undergarments and/or private parts;
- vii. All trousers and gowns in the KIST area must be cotton/cadet and not jeans as curricula demand. For female students can wear a baya.

- viii. Shoes are compulsory for all students on all working days. Indecent and undesirable dresses carrying political, abusive, obscene, commercial and religious slogans; dresses designed in a provocative or vulgar mode; dresses carrying suggestive pictures, photographs and invitations for mischief are strictly prohibited and liable for strong disciplinary action.
- ix. Neither males nor females shall show any visual display of underwear.
- x. Neither males nor females shall wear baseball caps, stocking caps, skullcaps, sun-visors, and bandannas in public buildings except in the privacy of the student's hostels or for religious or cultural activities;
- xi. Hair style and beards should be moderate, no rasta, no funny cutting styles. Moustache is strictly not allowed.
- xii. Dress KIST be appropriate for the occasion or setting. During special occasions (convocations, career/graduate and professional Institute fairs, employment opportunities, etc.) business or formal wear (shirt and tie, business suit, blazer and dress skirt/slacks, or dress/tuxedo) should be worn; and
- xiii. Pajamas of all kinds, hair rollers, and/or bedroom slippers shall be worn only in the residence halls/blocks and not be worn in public areas.

13.5 STUDENT DRESSING GUIDELINES

13.5.1 Students will dress in accordance *their gender* with the following guidelines:

Clothing and general appearance shall not cause a disturbance or interference with the instructional programme. Clothing and general appearance KIST not constitute a health or safety hazard;

- **For Male Students**

- i. Male students shall not wear sleeveless/singlet garments in public areas.
- ii. Hats, caps, sweatbands, and other types of head coverings shall not be worn in the public areas unless approved for religious or medical reasons;
- iii. Males are not allowed to **plait** their hair and wear earrings;
- iv. Tattoos/tattooing makeup are not allowed;
- v. Sandals/open shoes (kandambili, yeboyebo's, etc) are forbidden;
- vi. No cut-off shirts or unbuttoned shirts will be allowed;
- vii. A student shall not wear clothing with obscene, crude, suggestive or vulgar phrases, or clothing that is suggestive or indecent;
- viii. Clothing advertising or supporting the use of alcohol, tobacco products, illicit drugs, promiscuity, or violence is not allowed;
- ix. Clothing that exposes underclothing/under trousers shall not be worn. Clothing considered and designed as underclothing such as skin tight shall not be worn as outside garments;
- x. Gang related clothing is not allowed. Gang symbols (such as pacifiers, bandannas, or any other item or hairstyle identified with a gang) or symbols identified with an Institute fraternity or sorority are not allowed; Jewels that are a health or safety hazard or that depict weapons of violence, drugs, or alcohol should not be worn.
- xi. Jewels with spikes are not allowed; All clothes shall be in a state of good repair. Torn, ripped, or clothing with holes is not allowed. Trousers, running shorts and gym shorts shall be worn only in appropriate physical education classes and are not appropriate in the classroom setting;
- xii. Students shall not dress in any manner reasonably deemed to be inappropriate and disruptive to the teaching and learning process as determined by the Institute management.

- **For Female Students:**

- i. All clothing KIST be of appropriate length and fit. To be acceptable, skirts for female students be hemmed and extend under the knees. Excessively loose or excessively tight fitting clothing is not permitted. Form-fitting clothing KIST be covered with garments of appropriate length;
- ii. Strapless tops, tank tops, tops with spaghetti straps, tops with excessively low necklines, and halters are not allowed. Midriffs shall not be exposed.
- iii. Female students shall not wear sleeveless garments which do not completely cover undergarments.
- iv. Hats, caps, sweatbands, and other types of head coverings shall not be worn in the public areas unless approved for religious or medical reasons;
- v. Hair should be neat and clean and should not obstruct vision. Rollers, comb, and picks shall not be worn in the hair;
- vi. Tattoos/tattooing makeup are not allowed;
- vii. Sandals/open shoes (kandambili, yeboyebo's, etc) are forbidden;
- viii. No cut-off shirts or unbuttoned shirts will be allowed;
- ix. A student shall not wear clothing with obscene, crude, suggestive or vulgar phrases, or clothing that is suggestive or indecent;
- x. Clothing advertising or supporting the use of alcohol, tobacco products, illicit drugs, promiscuity, or violence is not allowed;
- xi. The following trousers are not allowed to wear in the Institute area: Sagging trousers, Pajama trousers, Trousers with writing across the seat and trousers that drag the floor.
- xii. Clothing that exposes underclothing/under trousers shall not be worn. Clothing considered and designed as underclothing such as skin tight shall not be worn as outside garments;
- xiii. Gang related clothing is not allowed. Gang symbols (such as pacifiers, bandannas, or any other item or hairstyle identified with a gang) or symbols identified with a Institute fraternity or sorority are not allowed; Jewels that are a health or safety hazard or that depict weapons of violence, drugs, or alcohol should not be worn. Jewels in pierced body parts are not allowed except in ears.
- xiv. Jewels with spikes are not allowed; All clothes shall be in a state of good repair. Torn, ripped, or clothing with holes is not allowed. Trousers, running shorts and gym shorts

shall be worn only in appropriate physical education classes and are not appropriate in the classroom setting;

- xv. Students shall not dress in any manner reasonably deemed to be inappropriate and disruptive to the teaching and learning process as determined by the Institute management.

13.2 Dress code violation

Going against this dress code will result in a fine that will be included in the student's tuition fees. A student who has a question about the appropriateness of dressing should discuss the specific issue with the appropriate staff member before.

14. REINFORCEMENT OF THE GUIDELINES

- i. The Institute administration will thoroughly communicate with students on the appropriate dressing and enforce the guidelines in a fair, timely, and consistent manner.
- ii. Repeatedly offenders will be referred to the disciplinary authority for disciplinary action.
- iii. Students should be given an opportunity to come into compliance with the dress code after being made aware on the proper dressing guidelines.
- iv. Each case should be documented.

15. AMENDMENT OF THE GUIDELINES

KIST management reserves the right to adjust these guidelines at any time, especially in situations where dress, grooming, or visible bodily markings, become disrupting to the norms and academic environment. Such changes will occur more on an individual basis, but overall adjustments may be made.

ay be made.

SCHEDULE

Made under section 19 (1) Act No. 2 of 2009 of Karume Institute of Science and Technology
Disciplinary offences and penalties within the jurisdiction of Disciplinary Authority.

SN	Rule	Offense	First Breach	Second Breach	Third Breach	Subsequent breach
1.	7(1) (I)	Nuisance	Oral warning	Written warning.	Final written Warning	Suspension from classes for not more than two weeks
2.	7(1)(ii)	Participate in mob action, boycott and strikes	Written warning.	Final written warning	Suspension from studies for not less than one academic year	Eviction from studies
3.	7(1)(iii)	Organize, and or participate in (i)illegal meeting	Written warning.	Suspension from studies for not less than one academic year	Eviction from studies	
4.	7(1)(iv)	Drunkenness of alcoholic/intoxication	Oral warning	Written Warning.	Final written warning	Suspension from studies for not less than one academic year
5.	7(1)(v)	To cause damage to Institute property or Institute community	Written warning and fine of sum money determined by the Disciplinary authority	Final written warning and double fine of sum money determined by Disciplinary	Eviction from studies	

				Authority		
6.	7(1)(vi)	To instigate violence among students	Oral warning	Written warning.	Final written Warning	Suspension from studies for not less one semester
7.	7(1)(vii)	To insult and, or apply physical force to any student or Institute staff or Community	Oral warning	Written warning and, or compensate money for the loss incurred	Final written warning	Suspension from studies for not less one semester
8.	7(1)(viii)	Assault, abuse, harasses or tarnishing any other student reputation	Oral warning	Written warning.	Final written warning	Suspension from studies for not less than one academic year
9.	7(1)(ix)	Fighting within the Institute Campus	Written Warning.	Final written warning	Suspension from studies for not less than one academic year	
10.	7(1)(x)	Conduct a meeting workshop, seminar and any other gathering, and or invite someone who is not a Institute member staff without permission of the Institute	Written Warning.	Final written warning	Suspension from studies for not less than one academic year	Eviction from studies
11.	7(1)(xi)	To litter the lecture rooms, halls or any other compound of the Institute with	Oral warning	Written warning.	Final written warning	Suspension from studies for not less than one

		waste papers or with any other kind of waste				academic year
12 .	7(1)(xii)	Obstructing the lawful activities scheduled to take place in the Institute	Oral warning	Written warning.	Final written Warning	Suspension from studies for not less than one academic year
13 .	7(1)(xiii)	To provide the Institute false information	Oral warning	Written warning.	Final written Warning	Suspension from studies for not less than one academic year
14 .	7(1 (xiv)	Maliciously damaging the Institute Properties	Written warning and, or fines sum money	Final written warning and, or double	Suspension from studies for not less than one academic year	Eviction from studies
			determined by the Disciplinary Authority or any other Institute Authority	fines sum money determined by the Disciplinary Authority or any other Institute authority		

15 .	7(1)(xv)	To invite, entertain and, or accommodate a criminal fugitive or any person banned or prohibited by the Institute	Written warning	Final written warning	Suspension from studies for not less than one academic year	
16 .	7(1)(xvi)	Failure or refusal to abide any lawful order issued under any laws of the institute	Written Warning	Final written warning	Eviction from studies	
17 .	7(1)(xvii)	Unauthorized possession of the Institute property	Oral warning	Written warning	Final written warning	Suspension from studies for not less than one academic year
18 .	7(1)(xviii)	To acquire and, or utilize the service of the Institute without prior authorization of the Officer in charge or section of the Institute	Written Warning.	Final written warning	Suspension from studies for not less than one academic year	
19 .	7(1)(xix)	Fraudulent collection of money from students or any other person.	Written warning and repay the fraudulent money.	Final written warning and repay fraudulent money	Suspension from studies for not less than one semester	Eviction from studies
20 .	7(1)(xx)	Unlawful being in possession and, or	Oral warning.	Written warning.	Final written warning	Suspension from studies for not less

		around the Institute Campus.				than one academic year
21	7(1)(xxi)	Possession of any kind of illegal drugs and, or engage in any business or transactions that involve such illegal drugs within the Institute premises.	Written Warning.	Final written warning.	Suspension from studies for one year.	Eviction from studies academic year.
22	7(1)(xxii)	Administer illegal drugs in the Institute Campus	Written Warning	Final written warning	Suspension from studies for not less than one academic year	Eviction from studies
23	7(1)(xxiii)	Associate willfully to any person or group of persons who are involved in illegal drugs or business	Oral warning	Written warning	Final written warning	Suspension from studies for not less than one semester
24	7(1)(xxiv)	Use of any Tobacco products	Oral warning	Written Warning	Final written warning	Suspension from studies for not less than one academic year
25	7(1)(xxv)	To organize or participate in political activity in or around the Institute Premises	Written warning	Final written warning	Suspension from studies for not less than one academic year	Eviction from studies
26	7(1)(xxvi)	Unwanted physical conduct of any sort which is sexual in nature including touching of	Written warning	Final written warning	Suspension from studies for not less than one academic year	Suspension from studies for not less than one academic year

		sensitive body parts, hairs etc.			than one semester	
27	7(1)(xxvii)	Displaying or disseminating of pornographic and sexually suggestive pictures, and or sexual objects	Written warning	Final written warning	Suspension from studies for not less than one semester	Suspension from studies for not less than one academic year
28	7(1)(xxviii)	Transmitting offensive written telephone, or electronic communications of sexual in nature	Written warning	Final written warning	Suspension from studies for not less than one semester	Suspension from studies for not less than one academic year
29	7(1)(xxix)	Mismanagement or embezzlement of student's Organization funds and, or of any other recognized student society Refusal or	Written warning	Final written warning	Suspension from studies for not less one semester	Suspension from studies for not less than one academic year
30	7(1) (xxx)	Failure to abide by the ruling, decision and, or penalty imposed by the Senate Disciplinary Authority, Disciplinary Appeals Committee or any other Institute appropriate authority	Written warning	Final written warning	Suspension from studies for not less one academic year	Eviction from studies
31	7(1)(xxxi)	Using personal electronic equipment	Oral warning	Written warning	Final written warning	Suspension from studies
		Such as personal computers, cellular telephones, tablets, music devices, stereos or				for not less than one academic year

		televisions in an unreasonable manner that disturbs classroom or the whole Institute atmosphere.				
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SIGNED on this 28th day of June, 2014

Dr. Narriman S. Jiddawi)

Chairperson of the Council of Karume Institute of Science and Technology