8.0 COURSE CONTENTS

SEMESTER 1	
CTT 04101	Basic Computing Mathematics
CTT 04102	Communication Skills
CTT 04103	PC and Networks I
CTT 04104	Introduction to Graphics Design
CTT 04105	Office Automation
SEMESTER 2	
CTT 04206	Basic Concept of Entrepreneurship
CTT 04207	PC and Networks II
CTT 04208	Web Design
CTT 04209	Programming Concepts
CTT 04210	Database Principles
CTT 04211	Practical Training

9.0 FEES STRUCTURE.

Money payable directly to the University Computing Centre Limited (In Tshs)	
Tuition fee	1,200,000
Examination fee	25,000
Identity card	12,000
Caution money	10,000
Stationary costs	50,000
Graduation fee	30,000
NACTE Quality Assurance Fee	15,000
Manuals Costs	70,000
Total	**1,412,000**

This fee may be paid in full at the beginning of first semester or in four installments basis as follow

Semester	1st install.	2nd install.	Total
1st	450,000	300,000	750,000
2nd	350,000	312,000	662,000
GRAND TOTAL			**1,412,000**

Other recommended direct costs payable to students by sponsor (in Tshs)	
Laptop	**
Practical training allowance per day	10,000
Stationery Allowance	80,000
Book Allowance per semester	120,000
Total	**210,000.00**

*** UCC can assist in finding affordable brand for student*

For more information please contact

University of Dar es Salaam Computing Centre
P.O. Box 35062
Dar es Salaam.

Tel: 022 2410645/41, 022 2136561, &2122669
Fax: 022 2410690, 022 2136560
Mobile: 0713570024, 0754782120
Email: training@udsm.ac.tz
Website: www.ucc.co.tz

Professionalism, Customer care and Technological Foresight

1.0 INTRODUCTION

The University of Dar es salaam Computing Centre offers a Certificate course in Computing and Information Technology. This programme which follows both NACTE and IT Essentials based curricula, aims at equipping students with appropriate knowledge and skills necessary to understand and become successful in the world of Information Technology.

The Certificate in Computing and Information Technology also serves as a bridge for those students with an aptitude for computing to move from basic Computer training through to diploma and degree levels of studies.

The programme looks at how ICT can be used to solve business problems and challenges such as developing Computer programs, managing stand-alone and networked computers, installing and maintaining software applications, designing websites and developing databases. It also enables students to gain the necessary skills for Help Desk, User Support, and hardware troubleshooting functions.

2.0 DURATION

This is a one year programme managed in 2 semesters and field work.

3.0 OBJECTIVES OF THE PROGRAMME

The objectives of the programme are to:

a) Provide foundations of basic principles, skills and knowledge that will enhance the graduates' carrier development.

b) To provide adequate ICT skills and knowledge which will enable the graduates to be competent in solving the ICT related problems relevant to their levels of study.

c) To prepare students for further studies in ICT related fields.

4.0 EXPECTED RESULTS

The programme is expected to produce technically trained personnel who are ready to:

- Enter ICT employment and flexibly satisfy the needs of employers
- Effectively use office applications
- Create various desktop publications
- Be involved in PC maintenance, Web design, Database development, Programming and Networking.
- Engage in self employment
- Sit for A+ Certified Examinations
- Join diploma programme in ICT related fields

5.0 ENTRY QUALIFICATIONS

(i) Certificate of Secondary Education with at least four (4) passes in non–religious subjects

OR

(ii) National Vocational Training Award Level III (Trade Test Grade I) from any recognized institution.

6.0 STARTING DATE & TIMING

Starting Date:	**17th March, 2017**
Morning session:	(0800hrs-1200 Hrs)
Afternoon session:	(1200hrs-1600 Hrs)
Evening session:	(1600hrs-2000 Hrs

7.0 MODE OF APPLICATION

All eligible applicants are required to obtain application form from UCC City Centre branch, Head office (UDSM Main campus) or any other UCC branch or download it from www.ucc.co.tz and return it together with copies of relevant certificates.

Alternatively you can apply through NACTE Online Admission System (NOAS) link of http://cas.nacte.go.tz:8080/noas/ in which the modality and procedures for application will be accessible.

8.0 LOCATION AND PLACE

The course will be conducted at UCC City Centre branch in the CRDB building along Azikiwe Street opposite Post office headquarter, UDSM Main Campus, Arusha, Dodoma, Mwanza and Mbeya