



Dar es Salaam, 31 October, 2022

PUBLIC NOTICE

FIRST-YEAR STUDENTS TRANSFER PROCEDURES FOR THE 2022/2023 ACADEMIC YEAR

1.0 INTRODUCTION

The Tanzania Commission for Universities (TCU) wishes to inform the public and all admitted students into various undergraduate degree programmes in the 2022/2023 academic year that ***the transfer window is open from 31 October to 13 November, 2022.***

2.0 TRANSFER PROCEDURES

Transfer procedures for the first-year students wishing to transfer from one university to another, whether the same or different programme (inter-university transfer) or from one programme to another within an institution (intra-university transfer) are as follows:

- a) Applications for transfers should be submitted in writing to the institution to which a student wants to transfer to;
- b) Students transfer from one institution to another or programme within the institution is permissible provided that institutions shall comply with the following conditions:
 - i) The student to be transferred must have been previously admitted into a degree programme in the current academic year;
 - ii) The programme to which transfer is sought must have empty slots to accommodate new students; and
 - iii) The applicant must possess the minimum entry requirements for that particular degree programme.

- c) All transfers shall be processed at the receiving institution;
and
- d) Receiving institutions should approve the transfer through their respective Senates/Boards and submit it to TCU for validation within the set deadline.

All Higher Education Institutions and prospective students are urged to abide by the set transfer procedures.

Issued by:



Prof. Charles D. Kihampa
EXECUTIVE SECRETARY
TANZANIA COMMISSION FOR UNIVERSITIES