

# TANZANIA INSTITUTE OF PROJECT MANAGEMENT



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## MEMORANDUM

To: ALL MASTERS' STUDENTS

From: DEPUTY PRINCIPAL – ACADEMICS

Date: Monday, March 4, 2024

RE: TIPM ACADEMIC PROGRESS

I am writing to wish you ALL a prosperous new year 2024. I have few things to share with you:

### 1. **COMPLETION OF YOUR ACADEMIC STUDY YEAR:** -

- The academic year for **MARCH INTAKE 2023(1<sup>st</sup> BATCH)** completes on 8<sup>th</sup> March 2024. This means your study ends on that date. That is, you shall have completed all your Course works, Block examinations, Dissertation examination (To Black Book), Publication of an article and finally, completed making payments of ALL Tuition Fees DUE to you.
- The academic year for **JULY INTAKE 2023 (2<sup>nd</sup> BATCH)** completes on 5<sup>th</sup> August 2024. Means your study ends on that date. That is, you shall have completed all your Course works, Block examinations, Dissertation examination (To Black Book), Publication of an article and finally, completed making payments of ALL Tuition Fees DUE to you.
- The academic year for **NOVEMBER INTAKE 2023 (3<sup>rd</sup> BATCH)** complete on 11<sup>th</sup> November 2024. Means your study ends on that date. That is, you shall have completed all your Course works, Block examinations, Dissertation examination (To Black Book), Publication of an article and finally, completed making payments of ALL Tuition Fees DUE to you.

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3. a) **CARRYING MODULE:** A student who fails to sit for a block examination is given a second chance to sit for SPECIAL EXAMINATION. That student who again fails to attempt a special examination; shall carry that module and required to pay the cost of studying the module.

b) **CARRYING MODULE:** A student who fails the module (scores less than 20 for Block exam or scores less than 30 for course work) shall be given a second chance to sit for SUPPLEMENTARY EXAMS. That student who again fails to attempt a supplementary; shall carry that module and required to pay the cost of studying the module.

**NB: A student shall be allowed to carry a module when he/she has completed paying ALL fees due.**

4. **REQUEST FOR PROGRESS/PROVISIONAL RESULTS:** students who will be rendered the service is the one who has completed paying the tuition fees.

5. **REPEAT THE MODULE:** A student who has not attended and studied a module will repeat studying the module and required to pay the cost of studying that module. The cost of studying the module is different to the tuition fees.

6. **PUBLICATION OF A PAPER IN A SELECTED JOURNAL:** After writing your Dissertation, the Supervisor will guide you to prepare an article to be submitted to a selected ONLINE JOURNAL which appears monthly. The cost of publication shall be yours. The cost ranges from 100 to 200 USD. Your name and that of your supervisor will appear in the paper.

7. **GENERAL REGULATIONS FOR POST GRADUATE PROGRAMMES:** These regulations are available for perusal.

**STUDENT NOTIFICATION** – Any student who is affected by these regulations will be notified in person and be given the cost associated with it. A student will sign a dispatch book on receiving a notification letter.



Dr. Ikandilo Kushoka.

Deputy Principal Academic

Tanzania Institute of Project Management

04.03.2024

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