



# **Mwanza University Prospectus**

-

ACADEMIC YEAR 2024-2025

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## ACRONYMS

ADSMD	Administration and Students Database Management
AR	Admission and Registration
CLT	Class and Laboratory Teaching
CR	Clinical Rotation
DVC–ARC	Deputy Vice Chancellor–Academic, Research and Consultancy
DVC–HS	Deputy Vice Chancellor–Hospital Services
DVC–PFA	Deputy Vice Chancellor–Planning, Finance and Administration
EC	Examination and Certification
EW	Estates and Works
GPA	Grade Point Average
HELSEB	Higher Education Students’ Loans Board
HFP	Head of Finance and Planning
HRAD	Human Resource and Administration
HSW	Head of Students Welfare
IAHS	Institute of Allied Health Sciences
ICE	Institute of Continuing Education
LODL	Library and Open Distance eLearning
MzU	Mwanza University
PRO	Public Relations Officer
QAO	Quality Assurance Officer
SA	Students Affairs
SARIS	Students’ Academic Record Information System
SDM	Students Database Management
SMAHS	School of Medicine and Allied Health Sciences
TIHEST	Tandabui Institute of Health Sciences and Technology
TP	Teaching and Placement
VC	Vice Chancellor



## **Foreword**

It is a real pleasure to me to welcome students enrolled at Mwanza University (MzU) for the academic year 2024-2025, particularly the new comers from the second batch.

The Prospectus 2024-2025 provides a synopsis of the MD programme offered at MzU as well as crucial information useful to students to achieve their dreams of being a medical doctor. The programme is competence-based and focus on sharpening practical knowledge and skills to equip graduates with professionalism and ethics required by the medical profession.

The motto of MzU is to “train for the world”. This entails an innovative and relevant training and learning aiming at equipping graduates with knowledge, skills and competencies to enable them contribute to solve health problems locally, regionally and internationally. The University offers facilities and conducive environment to support teaching and learning process to achieve that objective, that include highly qualified staff, library resources, modern laboratories, internet connectivity on the campus, resource centre and an online portal hosting teaching materials ([soma\\_mwanzauniversity.ac.tz](http://soma_mwanzauniversity.ac.tz)).

MzU goal is to train skilled and responsible professionals to contribute remarkably to the welfare of people of Tanzania and the world in general. This must be the leitmotiv of students all along their studies at Mwanza University and during their professional career. Culture of discipline, quality and excellence in your daily work are paramount to achieve this goal. Tanzania and the world expect your valuable contribution to enhance the welfare of human being.

I wish you a productive and fruitful academic year 2024-2025 and hope that it will be a worthy investment for your future endeavors.

Prof. Flora M. Fabian  
**Vice Chancellor, Mwanza University**  
**2024**

## **SENIOR OFFICERS OF MWANZA UNIVERSITY**

### **Chancellor**

*Honourable Anne S. Makinda (Former Speaker of the National Assembly of Tanzania 2010-2015)*

### **Mwanza University Council Chairman**

*Dr. Charles Sokile*

### **Vice Chancellor**

*Prof. Flora M. Fabian, DDS (UDSM), PhD Anat. (Tokyo Medical & Dental University)*

### **Deputy Vice Chancellor–Academic, Research and Consultancy (DVC–ARC)**

*Prof. Pontien Ndabaneze, BSc. Botany (Catholic University Louvain ,Belgium), PhD Botany (University of Liege, Belgium)*

### **Deputy Vice Chancellor–Planning, Finance and Administration (DVC–PFA)**

*Prof. Jonathan L. Kabigumila, B.Sc., MSc, PhD Zoology (UDSM)*

### **Dean, School of Medicine and Allied Health Sciences**

*Prof. Felix N. Kisanga, MD (UDSM), MSc Trop. Dis. Cont. (MUHAS), MPH (Antwerpen), PhD Publ. Health (Umea University)*

## **1. ABOUT MWANZA UNIVERSITY**

Mwanza University (MzU) is a Private University formally established in 2021 following granting of Provisional Licence by the Tanzania Commission for Universities (TCU) on 30th June 2021. MzU is growth oriented. It has started offering MD programme starting from the academic year 2023-2024, and will progressively establish other schools/Faculties. The academic year 2024-2025 is its second year of effective operation.

### **1.1 Location**

Mwanza University is located 14 km from Mwanza City, along the Mwanza - Musoma Highway at Nyamhongolo (Plot No. 1 Block C), Mbugani Street, Kishiri Ward, Nyamagana district, Mwanza region, Tanzania.

### **1.2 Vision**

The vision of MzU is “To become a World class university of choice through teaching, research, innovation and services”.

### **1.3 Mission**

The mission of MzU is to deliver education, research, and services in a manner that makes learning easier, fun, and useful, aiming at improving the well-being of mankind and making the world a better place to live.

### **1.4 Motto/Philosophy**

The motto or philosophy of MzU is “*Mwanza University: Training for the World*”.

### **1.5 Core Values**

Six core values guide the University in accomplishing its vision, mission, and objectives and functions:

- a) Effective governance – The University will adopt a leadership style, which is participatory, consensus-oriented, accountable, transparent, responsive, efficient, equitable and inclusive, and follows the rule of law.
- b) Moral standards and integrity – The University will uphold and ensure accuracy, professional ethics, honesty, corporate social responsibility and human respect in pursuit of its functions.
- c) Transparency and accountability – The University leadership will ensure openness, teamwork, participatory management and answerability in decision-making and implementation of all MzU activities.
- d) Innovation and partnerships – In performing its core functions, the University will aim to be creative, cherish novelty and work closely with its stakeholders, including students, staff, government and private institutions, NGOs, civil-society groups, service providers, development partners, and other Universities, both local and international.
- e) Client satisfaction – In performing its core functions, the University will provide customers with adequate information, be transparent, use professional and friendly staff, and offer high-quality services.
- f) Equity and safeguarding – MzU is an equal-opportunity institution committed to protecting vulnerable groups.

## **1.6 Objectives of Mwanza University**

The general objective of MzU is to advance knowledge, wisdom and understanding through teaching, research, innovations and community service. By example and influence of its corporate life, and subject to the provisions of the University Act (2005) and any other applicable written law, MzU has the following specific objectives:

- a) To provide resources for education, training, research and community service;
- b) To conduct research and consultancy;
- c) To preserve, process, transmit and disseminate relevant knowledge and skills;
- d) To prepare students to work with stakeholders in Tanzania, the region and worldwide making the world a better place to live;
- e) To develop, promote and undertake the provision of adult, continuing education and open distance learning;
- f) To cooperate with national, regional and international institutions in the initiation and conduct of collaborative research and training programmes for the mutual benefit of the cooperating institutions within and outside Tanzania;
- g) To mainstream gender issues and equal opportunities in all University programmes and activities to enhance equity and productivity; and
- h) To safeguard and protect intellectual property rights on innovations and inventions emerging from the efforts of the University in executing its mandate.

## **1.7 University Organs and Organisational Structure**

### **1.7.1 The University Council**

The University Council is the governing body and principal policy-making organ of the University. Its composition represents a wide range of individuals interested in promoting higher education. Members of the University Council are:

1. Dr. Charles Sokile (Chairman)
2. Dr. Joseph kavit (Owner)
3. Adv. Charles Kiteja (Secretary to Council)
4. Mr. Twaha A. Twaha (Member)
5. Prof. Eligius Lyamuya (Member)
6. Dr. Danford Muyango (Member)
7. Ms. Dolorosa D. Gitagno (Member)
8. Adv. Flaviana Charles (Member)
9. Ms. Jane Benedict (Member)
10. Mr. Heri Bomani (Member)
11. Rev. Mimmy Brown Mziray (Member)
12. Prof. Lazaro Busagala (Member)
13. Prof. Michael J. Mahande (Member)
14. Mr. Albert Mmari (Member, Student)
15. Mr. Anselmo Manisha (THTU, Member)
16. Prof. Flora M. Fabian (Vice Chancellor – Ex- Officio)
17. Prof. Pontien Ndabaneze (DVC-ARC-Ex- Officio)
18. Jonathan Kabigumila (DVCA-PFA-Ex- Officio)
19. Mr. Shaibu Chanzi (University Administrator, Ex-Officio)



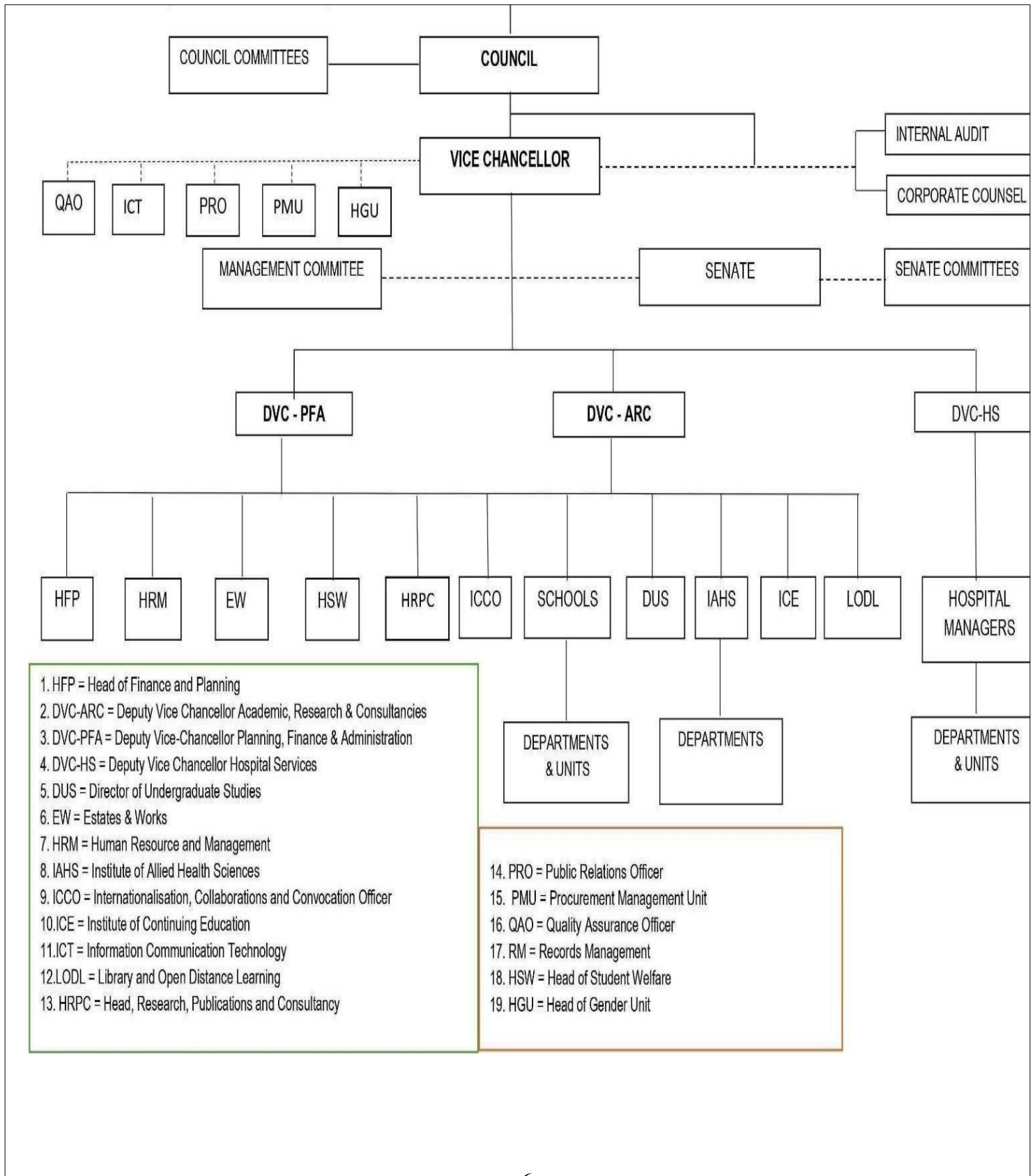
### **1.7.2 University Senate**

The University has a Senate, which is the principal overall decision-making organ on all core functions of the University, namely Academic matters (teaching, research, and public service). The Senate is chaired by the Vice Chancellor.

### **1.7.3 Executive Offices**

The organisation structure of the University comprises the Central Administration and one School, with 13 Academic Departments (Anatomy & Histology; Biochemistry & Molecular Biology; Physiology; Pathology; Clinical Pharmacology; Microbiology & Immunology; Parasitology & Entomology; Behavioral Sciences & Public Health; Communication Skills & ICT; Internal Medicine & Psychiatry; Obstetrics & Gynaecology; Paediatrics & Child Health; and Surgery & Surgical Specialties). Although the Central Administration and its various Departments is responsible for strategic decision-making and policy issues, the School handles all Academic and Administrative matters from the Academic Departments.

## 1.7.4 University Organogra



## **2. MINIMUM ENTRY REQUIREMENTS FOR THE DOCTOR OF MEDICINE PROGRAMME**

The Minimum Entry Requirements into the MD Programme are as follows:

### **a) Applicants with A- Level Qualifications (Direct Entry)**

(i) Applicants who completed Form 6 or its equivalent having three principal passes with at least a D grade and a minimum of 6 points in Physics, Chemistry and Biology.

(ii) Foundation certificate in science and health with passes in Biology, Chemistry and Physics and a minimum score of 60% in the annual examination.

### **b) Applicants with Equivalent Qualifications**

(i) Diploma in Clinical Medicine with an average of “B” or a minimum GPA of 3.0. In addition, an applicant must have a minimum of “D” grade in the following subjects: Mathematics, Chemistry, Biology, Physics/Engineering and English at O-Level.

N.B.: Foreign applicants must first verify their certificates with NECTA, and diploma applicants must verify their certificates with NACTE before initiating the application process.

### **2.1 Mode of application**

Applicants for the MD Programme are required to apply directly to the University through an online application portal available at: [www.edumas.mwanzauniversity.ac.tz](http://www.edumas.mwanzauniversity.ac.tz) with a non-refundable application fee of TZS 50,000 (or USD 50 for international students).

All applications are processed through the online admission system of Mwanza University. Application procedures can be accessed online through the above mentioned portal or through the website at [www.mwanzauniversity.ac.tz](http://www.mwanzauniversity.ac.tz)

### 3. ADMISSION REGULATIONS

#### 3.1 Regulations Governing Selected Candidates

Candidates selected for admission must observe the following regulations:

- i) All registered students are expected to conform to the University regulations.
- ii) All foreign students are required to apply for Study Visa and Permit 'Class C' from their nearest Tanzanian Embassy before they depart for Tanzania.
- iii) Students who have been selected but cannot join the University for any reason may postpone studies to the next Academic Year as long as they are fully registered.
- iv) The deadline for registration of first year students is two weeks from the date set for reporting to the University.
- v) New students are required to submit for registration the following: original Certificate of Secondary Education Examination (CSEE), Advanced Certificate of Secondary Education Examination (ACSEE) or Diploma Certificates, two current passport size photographs bearing the student's name and course of study at the back and original Birth Certificate.
- vi) No changes of names by students will be entertained during the course of the study at the University. Students will only be allowed to use names appearing on their certificates.
- vii) No student will be allowed to postpone studies after effective commencement of an academic year except under special circumstances. Permission to postpone studies will be considered after producing satisfactory evidence of the reasons for postponement and written approval from the sponsor. Special circumstances shall include:
  - a) Sickness (approved by Head of Students Welfare and recognised Medical Officer In-charge)
  - b) Serious social problems (each case to be considered on its own merit)
  - c) Severe sponsorship problem.

#### 3.2 Payment Process

- During the application process, an applicant will receive a control number, which s/he will use to pay the application fee.
- After being selected for admission at Mwanza University, an applicant will receive an admission letter on his/her account, which s/he can download from [www.edumas.mwanzauniversity.ac.tz](http://www.edumas.mwanzauniversity.ac.tz). The applicant will be required to confirm his/her placement at Mwanza University within **one week** of being selected for admission.
- After confirmation, the applicant will automatically receive a control number, which s/he will use to make required fee payments.

#### 4. FEES STRUCTURE

Candidates selected to pursue the MD Programme offered by MzU are required to pay tuition and other University fees by the beginning of each semester before they can be permitted to use University facilities. Fees once paid are non-refundable. Note also that the University reserves the right to revise fees as may be appropriate.

The tuition fees for both local and international students are indicated in Table 4.1.

**Table 4.1: Fees for Local and International Students.**

<b>A. Doctor of Medicine Tuition Fee</b>				
<b>Academic Programme</b>	<b>Semester Tuition (TZS)</b>	<b>Semester Tuition For International Students (USD)</b>	<b>Annual Tuition (TZS)</b>	<b>Annual Tuition International Students (USD)</b>
Doctor of Medicine Degree (MD)	3,340,000	1925.00	6,680,000	3850.00
<b>B. Other Fees Payable Once to the University</b>				
<b>Item</b>	<b>Amount (TZS)</b>	<b>Amount (USD)</b>	<b>Details</b>	
Identity card	10000	5.00	Paid Once By First Years	
Graduation	100000	50.00	Paid Once By Graduates	
Total	110000	55.00		
<b>C. Other Fees Payable Every Year to the University (Administrative)</b>				
<b>Item</b>	<b>Amount (TZS)</b>	<b>Amount (USD) International Students</b>	<b>Details</b>	
Registration Fee	200,000	90.00	Paid Per Year	
Development	200,000	100.00	Paid Per Year	

TCU assurance	Quality	20,000	10.00	Paid Per Year
Student membership fee	Union	20,000	10.00	Paid Per Year
Library Membership fee		20,000	10.00	Paid Per Year
E-learning resources and ICT Services		500,000	130.00	Paid Per Year
Examination		380,000	85.00	<b>Paid Per Year</b>
Total		1,340,000	500.00	

#### **D. Direct Costs Payable to Students**

##### **i) First Year**

<b>ITEM DESCRIPTION</b>	<b>COST (TZS)</b>	<b>COST (USD)</b>
Scientific Calculator	55,000	30.00
Dissection Kit	50,000	30.00
Lab Coats (2)	100,000	50.00
Total	205,000	110.00

##### **ii) Second Year**

<b>ITEM DESCRIPTION</b>	<b>COST (TZS)</b>	<b>COST (USD)</b>
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Stethoscope (Clinical)	295,000	130.00
BP Machine	180,000	100.00
Clinical Thermometer (digital)	10,000	10.00
Clinical Thermometer (manual)	5,000	05.00
Tape measure (Metric)	5,000	05.00
Total	495,000	250.00

### iii) Third - Fifth Year

ITEM DESCRIPTION	COST (TZS)	COST (USD)
Apron (2)	70,000	30.00
Theatre Shoes/Boots (1 pair)	100,000	50.00
Clinical Lab Coats	100,000	50.00
Neurological Examination Set	500,000	220.00
Otoscope/Ophthalmoscope	300,000	130.00
Fetoscope	40,000	20.00
Theatre Clothes (Gowns)	80,000	40.00

Delivery Kit	550,000	240.00
Total	1,740,000	780.00

**iv) Transport During Clinical Rotations**

MD4 & MD5	COST (TZS)	COST (USD)
Annually	200,000	100.00

**E. MONEY PAYABLE TO STUDENT TO COVER LIVING EXPENSES, ACCOMMODATION, FIELD WORK AND RESEARCH**

**i) Living Expenses**

ITEM DESCRIPTION	COST (TZS)	COST (USD)
National Health Insurance Fee (NHIF)	50400	30.00
Meals and accommodation (per semester)	2,100,000	1000.00
Book purchase (per set)	1,000,000	500.00
Pocket money (per semester)	700,000	350.00



Stationery (per semester)	400,000	200.00
Total	4,250,400	2,080.00

**ii) Fieldwork**

ITEM DESCRIPTION	COST (TZS)	COST (USD)
MD 2 (Family case study)	200,000	100.00
MD 4	1,000,000	500.00
MD 5	600,000	300.00
Total	1,800,000	900.00

**iii) Additional Costs for International Students**

Item	COST (USD)
Residence Permit and visa	250.00
Settlement cost	300.00

**NOTE: The fees indicated above are subject to change without prior notice. All Payments should be made through the following Bank Accounts:**

**ACCOUNT NAME: MWANZA UNIVERSITY**

**ACCOUNT NO: 0150604153201 (FOR TZS)**

**ACCOUNT NO: 0150604153201 (FOR USD)**

**BANK NAME: CRDB BANK PLC**

**SWIFT CODE: CORUTZTZ**

## **5. DOCTOR OF MEDICINE (MD) PROGRAMME**

### **5.1 Programme Description**

Doctor of Medicine is a full-time five-year, ten-semester competency-based programme, leading to the award of MD degree of this University followed by a year's internship at an approved hospital. All courses in the Programme have core status, implying that every student must register and pass all the courses; there is no room for electives. The first four semesters are largely devoted to basic sciences and introduction to clinical medicine, but also fieldwork and community training. The next six semesters are mainly practical and comprise junior and senior clerkships as well as community health training.

The University's MD Programme is current with respect to national, regional and international socioeconomic dynamics and adheres to national, regional and international quality standards and relevance. Moreover, the Programme complies with TCU and/or IUCEA provisions and benchmarks, which require well-formulated learning outcomes that are benchmarked against level descriptors indicated in the University Qualifications Framework (UQF) or regional qualifications frameworks for EAC and SADC.

### **5.2 Programme Objectives and Learning Outcomes**

The MD Programme clearly articulates the objectives and learning outcomes in the curriculum outlined hereunder.

#### **5.2.1 Programme Objectives**

- a) To train a general duty medical doctor who has broad knowledge of common human diseases, particularly diseases endemic to the tropics.
- b) To produce medical doctors with skills and competencies, which will enable them to manage and deliver efficient preventive and curative health services, to be gender responsive, to develop entrepreneurial competencies and to create employment opportunities
- c) To develop training and research capacity of the medical doctor.
- d) To promote good ethical conduct in the practice of medicine.
- e) To develop ICT skills, which will enhance the capacity and efficiency of the medical doctors, enable them to execute their duties and train health practitioners of lower cadre in their place of work and remote areas, both through face-to-face and virtual technologies.

#### **5.2.2 Programme Learning Outcomes**

- a) To demonstrate an understanding of normal and abnormal structure, function, development and growth of the human body and personality.
- b) To evaluate patients clinically and by laboratory investigations for reaching appropriate diagnosis.
- c) To administer correct medical and surgical interventions to the patients and refer them where appropriate.
- d) To manage healthcare services at different levels of the national health-delivery system.
- e) To identify and provide relevant preventive and curative community healthcare services according to national and community priorities.
- f) To conduct relevant training and supervision of other healthcare personnel.
- g) To conduct research and apply the findings to improve the quality of healthcare services.

- h) To keep abreast of advances in medical and healthcare fields through continuing education.
- i) To demonstrate good ethical conduct.
- j) To apply entrepreneurial and ICT skills in healthcare management practices.

### **5.3 Programme Structure**

The courses and duration per week and semester over the five-year period are shown in Table 5.1.

#### **5.3.1 Programme Delivery**

The MD Programme will be delivered through various approaches using both face-to-face and virtual technology (online-delivery mode) for lectures, seminars, tutorials, practical/clinical sessions, and group and individual assignments.

#### **5.3.2 Regulations for the Semester/Course-Credit System**

MzU runs a semester/course-credit system for the MD Programme. As in other institutions of higher learning, one (1) credit is defined as 10 hours of learning time (lecture/seminar/tutorial and practicals). Since the Academic Year for the MD Programme has 46 weeks of which 40 involve active teaching, a student is expected to earn 160 credits, or 80 credits per semester. Thus, a minimum of 64credits per semester for the MD Programme is considered satisfactory.

**Table 5.1: Courses, Hours per Week and per Semester for the Doctor of Medicine Programme.**

<b>No.</b>	<b>Course name</b>	<b>Course Code</b>	<b>Core/elective</b>	<b>Lecture (Hrs)</b>	<b>Tutorial/Seminar (Hrs)</b>	<b>Assignment (Hrs)</b>	<b>Independent Study (Hrs)</b>	<b>Practical (Hrs)</b>	<b>Total (Hrs)</b>	<b>Credits</b>
1	Anatomy/Histology and Embryology	ANT100	Core	73	11	0	0	96	180	18.0
2	Biochemistry and Molecular Biology I	BCH100	Core	90	0	4	0	58	152	15.2
3	Introduction to Community Health	CH100	Core	25	10	8	16	0	59	5.9
4	ICT and Communication Skills	CS100	Core	47	8	12	26	66	159	15.9
5	Physiology I	PHY100	Core	90	16	8	10	38	162	16.2
<b>Total</b>		<b>325</b>	<b>45</b>	<b>32</b>	<b>45</b>	<b>32</b>	<b>52</b>	<b>258</b>	<b>712</b>	<b>71.2</b>

**Semester 2 – Year 1**

S/N	Course name	Course Code	Core /Elective	Lecture (Hrs)	Tutorial/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
1	Gross Anatomy	ANT200	Core	60	17	0	0	123	200	20.0
2	Biochemistry and Molecular Biology II	BCH200	Core	126	12	0	0	60	198	19.8
3	Behavioural Sciences	BSC200	Core	62	10	6	20	0	98	9.8
4	Physiology II	PHY200	Core	76	14	8	8	20	126	12.6
5	Professionalism and Ethics in Health and Research	PR200	Core	16	9	9	8	25	67	6.7
<b>Total</b>				<b>340</b>	<b>62</b>	<b>23</b>	<b>36</b>	<b>228</b>	<b>689</b>	<b>68.9</b>

**Semester 3 – Year 2**

S/N	Course Name	Course Code	Core/ Elective	Lecture (Hrs)	Tutoria/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
1	Health Systems, Research and Development	HSRD30 0	Core	60	20	15	17	0	112	11.2
2	Microbiology and Immunology	MI300	Core	68	12	6	10	66	162	16.2
3	Pathology I	PAT300	Core	54	4	0	1	20	79	7.9
4	Parasitology and Medical Entomology	PE300	Core	56	6	10	6	32	110	11.0
5	Basic and Clinical Pharmacology	PHC300	Core	36	20	10	10	44	120	12.0
6	Professionalism and Ethics in Medical Practice	PR300	Core	16	3	3	4	41	67	6.7
7	Therapeutic Counselling	TC300	Core	36	0	10	5	36	87	8.7
<b>Total</b>				<b>326</b>	<b>65</b>	<b>54</b>	<b>53</b>	<b>239</b>	<b>737</b>	<b>73.7</b>

**Semester 4 – Year 2**

S/N	Course Name	Course Code	Core/ Elective	Lecture (Hrs)	Tutorial/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
1	Community Health Practice	CH400	Core	0	10	0	4	62	76	7.6
2	Epidemiology and Biostatistics	EB400	Core	112	26	24	20	58	240	24.0
3	Management and Entrepreneurship	ME400	Core	42	0	0	0	10	52	5.2
4	Pathology II	PAT400	Core	54	0	0	0	38	92	9.2
5	Clinical Pharmacology	PHC400	Core	32	26	11	8	30	107	10.7
6	Psychopathology	PSY400	Core	40	16	6	0	0	62	6.2
7	Research Proposal Development	RP400	Core	38	0	0	0	36	74	7.4
<b>Total</b>				<b>318</b>	<b>78</b>	<b>41</b>	<b>32</b>	<b>234</b>	<b>703</b>	<b>70.3</b>

**Semester 5 – Year 3 (Clerkship)**

S/N	Course Name	Course Code	Core/ Elective	Lecture (Hrs)	Tutorial/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
1.	Management of Diseases – Anaesthesia and Critical Care Medicine	ANC500	Core	30	0	0	0	14	44	4.4
2.	Management of Diseases – Otorhinolaryngology (ENT)	ENT 500	Core	30	6	0	6	14	56	5.6
3.	Management of Diseases-Internal Medicine I	IM 500	Core	36	0	0	0	36	72	7.2
4.	Management of Diseases – Obstetrics and Gynaecology I	OG 500	Core	60	0	0	0	4	64	6.4
5.	Management of Diseases – Ophthalmology	OPT 500	Core	40	0	0	0	14	54	5.4
6.	Pathology III	PAT 500	Core	62	10	0	8	24	104	10.4
7.	Management of Diseases – Paediatrics and Child Health I	PD 500	Core	50	10	0	0	4	64	6.4
8.	Management of Diseases – Psychiatry and Mental Health I	PSY 500	Core	36	14	10	0	0	60	6.0
9.	Management of Diseases – Surgery/ Orthopaedics and Trauma	SU 500	Core	123	0	0	2	13	138	13.8
<b>Total</b>				<b>467</b>	<b>40</b>	<b>10</b>	<b>16</b>	<b>123</b>	<b>656</b>	<b>65.6</b>



**Semester 6 – Year 3 (Clerkship)**

S/N	Course Name	Course Code	Core/ Elective	Lecture (Hrs)	Tutorial/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
1	Communicable and non-communicable disease control	CD600	Core	45	45	8	8	85	191	19.1
2	Management of Diseases- Internal Medicine II	IM600	Core	46	0	0	0	51	97	9.7
3	Management of Diseases- Obstetrics and Gynaecology II	OG600	Core	47	0	0	0	50	97	9.7
4	Occupational Medicine	OM600	Core	28	2	6	0	6	42	4.2
5	Management of Diseases- Paediatric and Child Health II	PD600	Core	56	0	0	0	41	97	9.7
6	Management of Diseases- Psychiatry and Mental Health II	PSY600	Core	35	15	10	0	0	60	6.0
7	Radiology and Medical Imaging	RAD 600	Core	48	10	0	0	20	78	7.8
<b>Total</b>				<b>305</b>	<b>72</b>	<b>24</b>	<b>8</b>	<b>253</b>	<b>662</b>	<b>66.2</b>

**Semester 7 and 8 – Year 4 (Clinical Rotation)**

S/N	Course Name	Course Code	Core/ Elective	Lecture (Hrs)	Tutorial/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
1	Emergency Medicine	EM800	Core	24	6	6	0	69	105	10.5
2	Otorhinolaryngology (ENT)	ENT800	Core	12	0	0	0	93	105	10.5
3	Forensic Medicine I	FM700	Core	17	6	2	17	0	42	4.2
4	Forensic Medicine II	FM800	Core	13	4	2	7	4	30	3.0
5	Internal Medicine	IM780	Core	15	16	16	14	464	525	52.5
6	Paediatrics and Child Health	PD780	Core	29	15	26	0	455	525	52.5
7	Psychiatry and Mental Health	PSY800	Core	15	18	10	0	237	280	28.0
<b>Total</b>				<b>125</b>	<b>65</b>	<b>62</b>	<b>38</b>	<b>1322</b>	<b>1612</b>	<b>161.2</b>

S/N	Course Name	Course Code	Core/ Elective	Lecture (Hrs)	Tutorial/ Seminar (Hrs)	Assignment (Hrs)	Independent Study (Hrs)	Practical (Hrs)	Total (Hrs)	Credits
8	Elective Period (During Breather; Credits Do Not Affect Length of Study)	EP800	Elective	0	0	0	0	120	120	12.0
<b>Total Year 4 Hours and Credits</b>									<b>1732</b>	<b>173.2</b>

**Semester 9 And 10 – Year 5 (Clinical Rotation)**

<b>S/N</b>	<b>Course Name</b>	<b>Course Code</b>	<b>Core/ Elective</b>	<b>Lecture (Hrs)</b>	<b>Tutorial/ Seminar (Hrs)</b>	<b>Assignment (Hrs)</b>	<b>Independent Study (Hrs)</b>	<b>Practical (Hrs)</b>	<b>Total (Hrs)</b>	<b>Credits</b>
1	Anaesthesiology and Critical Care Medicine	ANC900	Core	5	0	0	0	100	105	10.5
2	Community Medicine	COM900	Core	2	2	3	0	168	175	17.5
3	Obstetrics and Gynaecology	OG900	Core	2	18	34	138	333	525	52.5
4	Ophthalmology	OPT900	Core	5	0	0	0	100	105	10.5
5	Orthopaedics, Traumatology and Neurosurgery	OT900	Core	6	5	0	0	59	70	7.0
6	Research Data Analysis and Reporting	RA900	Core	4	3	3	0	60	70	7.0
7	General Surgery	SU900	Core	10	10	4	130	301	455	45.5
<b>Total</b>				<b>34</b>	<b>38</b>	<b>44</b>	<b>268</b>	<b>1121</b>	<b>1505</b>	<b>150.5</b>

### Total Hours for the MD Programme

<b>Courses</b>	<b>Total Courses</b>	<b>Lecture (Hrs)</b>	<b>Tutorial/ Seminar (Hrs)</b>	<b>Assignment (Hrs)</b>	<b>Independent Study (Hrs)</b>	<b>Practical (Hrs)</b>	<b>Total (Hrs)</b>	<b>Total Credits</b>
Core Courses	54	2,240	465	290	503	3,778	<b>7,276</b>	<b>727.6</b>
Core and Elective Programme	55	2,240	465	290	503	3,898	<b>7,396</b>	<b>739.6</b>

**NB:** The total theory hours of the programme is 2,705 compared to 3,778 total practical hours of the programme in 5 years and if added with 120 hours of elective period total practical hours become 3898 which is 1: 1.4 ratio or 58% practical and 42% theory. Much of theory will be held in classrooms in the mornings after which the practice or clinical rotation will take the rest of the day including at night. While on a clinical rotation, the student will learn most of theoretical and practical material in the subject in which he/she is rotating. The recommended prescribed textbook is expected to be read thoroughly whilst rotating in that discipline.

## **6. ACADEMIC STAFF**

Currently, Mwanza University comprises one School: School of Medicine and Allied Health Sciences, (SMAHS) with 13 Departments:

- Anatomy and Histology
- Pathology
- Physiology
- Biochemistry and Molecular Biology
- Behavioural Sciences and Public Health
- Microbiology and Immunology
- Parasitology and Entomology
- Clinical Pharmacology
- Internal Medicine and Psychiatry
- Obstetrics and Gynaecology
- Paediatrics and Child Health
- Surgery and Surgical Specialities
- Communication Skills & ICT

Tables 6.1 and 6.2 show a list of members of academic staff and their respective Departments/Units.

**Table 6.1: Members of Academic Staff: Biomedical Sciences.****\* Contractual Hospital Staff; \*\* On Study Leave.**

S/N	Department	Head of Dept./Unit	Academic Staff
1	Anatomy, Histology & Embryology	Dr. Tito E. Andrews (Ag) – Lecturer	1. Dr. Andrew Emmanuel Tito – Asst. Lecturer (BVM, MSc Anat) 2. Prof. Flora M. Fabian – Professor (DDS, PhD Anat.) 3. Ms. Atuganile Mwasunga – Asst. Lecturer (BSc Nurs, MSc Anat) 4. Joseph A. Mwabaleke–Tutorial assistant (BSc Anatomy)
2	Pathology	Dr. Musoke Sharif - Lecturer	1. Dr. Musoke Sharif – Lecturer (MD, MMED Pathol.) 2. Dr. Oboma Y. Ibor- Senior Lecturer (BSc, MSc, PhD)
3	Physiology	Dr. Tuntufyege Mwasanjobe (Ag)– Ass Lecturer	1. Dr. Tuntufyege Mwasanjobe – Asst. Lecturer (MD, MSc. Physiol.) 2. Dr. Idara Asuku- Lecturer (BSc, MSc, PhD) 3. Dr. Jactan Josephat ( BSc Midwifery, MSc Physiology)-PT
4	Biochemistry & Molecular Biology	Mr. Michael Shonkolo Kitundu – Lecturer	1. Mr Michael Shonkolo Kitundu_ Lecturer- MSc. Biochemistry 2. Mr. Anselmo Manisha – Asst. Lecturer (BSc Biotechnology, MSc. Biochem.) 3. Mr. Venanse S Mmbando-(BSc Molec. Biol-MSc student) 4. Prof. Benson Kidenya (CUHAS) - PT
5	Behavioural Sciences and Public Health	Dr. Mwita Wambura – Lecturer	1. Dr. Mwita Wambura – Lecturer (BSc Statistics, MSc Med. Stat. PhD Epid.) 2. Dr. Henock Ngonyani – Lecturer (MD, MPH) 3. Prof. Felix S. Kisanga – Assoc. Professor (MD, MPH, MSc. Trop. Med., PhD Pub. Health) 4. Dr. Ray M. Masumo – Lecturer (DDS, MPH, PhD Epidemiol. & Biostat.)
6	Parasitology and Entomology	Dr. Jasper N. Ijumba – Senior Lecturer	1. Dr. Jasper N. Ijumba – Sen. Lecturer (BSc Ed., MSc. Med. Entomol., PhD Vector Parasitol.) 2. Dr. Nicholas Mwakalinga–Ass. Lecturer (BVM, MSc. Parasitology)
7	Microbiology and Immunology	Dr. Patrick Nyambega – Lecturer	1. Dr. Patrick Nyambega – Lecturer (BSc Microb, MSc App. Microb, PhD Microb.) 2. Mr. Phares L. Choto – Asst. Lecturer (BSc MB Biotch, MSc Clin. Microb. Diagn. MB) 3. Dr. Mashaka M. Mlewa – Ass. Lecturer (MD, MSc Clin. Microb. Diagn. MB)
8	Clinical Pharmacology	Dr. Seth Monayo Mikaye- Lecturer	1. Dr. Seth Monayo Mikaye – Lecturer (BPharm, MSc in Pharma, PhD Pharm) 2. Prof. Elton Richard Kisanga – Professor (BPharm, MSc Med. Pharm, PhD in Pharmac.) 3. Dr. Habiba S. Omari - Resident (MD, MSc Clinical Pharmacology)

**Table 6.2: Members of Academic Staff: Clinical Sciences: -\* Contractual Hospital Staff,  
\*\* On Study Leave.**

S/N	Department	Unit	Head of Dept./Unit	Staff Profile
1	Internal Medicine and Psychiatry	Internal Medicine	Prof. Joseph Mbatia – Assoc. Professor	<ol style="list-style-type: none"> <li>1. Prof. Joseph Mbatia – Assoc. Professor (MD, MMED Psych.)</li> <li>2. Dr. Kiyeti Hauli (MD, MMED Psych.)</li> <li>3. Dr. Luzila J. Boshi – Lecturer (MD, MMED Int. Med. – Shiny. Reg. Ref. Hosp.) *</li> <li>4. Dr. Oswin Mwemezi – Lecturer (MD, MMED Int. Med. – Sekou Toure Reg. Ref. Hosp.)*</li> </ol>
2	Obstetrics and Gynaecology		Dr. Lusako Mwaikasu – Lecturer (MD, MMED OBGY)	<ol style="list-style-type: none"> <li>1. Dr. Lusako Mwaikasu – Lecturer (MD, MMED OBGY)</li> <li>2. Dr. Bernadin V. Ngaila – Lecturer (MD, MMED OBGY)</li> <li>3. Dr. Simon Kamuli – Lecturer (MD, MMED OBGY – Mara Reg. Ref. Hosp.)*</li> <li>4. Dr. Ernest Nkwabi – Lecturer (MD, MMED OBGY – Geita Reg. Ref. Hosp.)*</li> <li>5. Dr. Augustino J. Maufi – Lecturer (MD, MMED OBGY – Shiny. Ref. Ref. Hosp.)*</li> <li>6. Dr. Mfaume S. Kibwana – Lecturer (MD, MMED OBGY – Shiny. Reg. Ref. Hosp.)*</li> </ol>
3	Paediatrics and Child Health		Dr. Glory Joseph (MD, MMED Paed. Fellow Cardiol.)	<ol style="list-style-type: none"> <li>1. Dr. Glory Joseph (MD, MMED Paed., Fellow Cardiol.)</li> <li>2. Dr. Tumaini Muhada – Lecturer (MD, MMED PCH)</li> <li>3. Dr. Nakiete S. Nachangu – Lecturer (MD, MMED Paed. – Sekou Toure Reg. Ref. Hosp.)*</li> <li>4. Dr. Mwita C. Ngutunyi – Lecturer (MD, MMED PCH – Shiny. Reg. Ref. Hosp.)*</li> </ol>
4	Surgery and Surgical Specialities		Dr. Joseph Mabula - Sen. Lecturer	<ol style="list-style-type: none"> <li>1. Dr. Joseph Mabula – Sen. Lecturer (MD, MMED Surg.)</li> <li>2. Dr. Michael R. Matasha – Lecturer (MD, MMED Anaesth.)</li> <li>3. Dr. Raphael Mwita – Lecturer (MD, MMED Surg.)*</li> <li>4. Dr. Joachim Eyembe– Lecturer (MBBS, MMED Surg. – Mara Reg. Ref. Hosp.) *</li> <li>5. Dr. Elias Godfrey – Lecturer (MD, MMED ORT – Mara Reg. Ref. Hosp.) *</li> </ol>

## **7. LIFE AND FACILITIES AT THE UNIVERSITY**

### **7.1 Accommodation**

Students are accommodated in University Hostels within and outside the Campus. On-campus hostels are for first year and disabled students. The University does not provide accommodation for families. Nevertheless, a student is free to look for his own accommodation off-campus. All payments for accommodation are made in advance.

### **7.2 Religious Life**

Tanzania is a secular state. Therefore, students have freedom of religious worship as long as it is intended to promote students' welfare and encourage positive religious values, without disrupting other university core functions. Moreover, the activities should not cause noise pollution to other students and the University community at large. Permission and venue for such activities should be sought from the Head of Students Welfare.

### **7.3 Cafeteria Services**

The University has outsourced catering services. Students are required to source for all their meals. Students in the University hostels are prohibited from any form of cooking. Meanwhile MzU has constructed a new cafeteria that provides meals for staff and students.

### **7.4 Sports and Recreation**

The Head of Students Welfare shall facilitate the formation of different students' sports teams such as netball, football, volleyball and others. Competitions with other institutions could be held within and outside MzU playing grounds.

### **7.5 Students Administration, Welfare and Discipline**

The Students' Bylaws for MzU are a guideline that fosters conducive teaching and learning environment and promotes behaviour, values and attitudes acceptable for the targeted group and society.

The bylaws allow flexibility to accommodate different values and professional backgrounds. Since they have been prepared to be user friendly, it is expected that the students of MzU will read, comprehend and implement them to their best satisfaction. Note that the bylaws also explain the process for responding to allegations of student misconducts, students' rights and complaint procedure and direct on what actions MzU will take in dealing with violations of the regulations.

The aim of the Students' Bylaws is to ensure, as far as is practicable and reasonable, that MzU strives to:

- a) Prepare students to be more responsible for their learning and future professionalism;
- b) Promote and protect human rights as individuals and as members in the society;
- c) Enable students to adapt to the requirements of the institution;
- d) Safeguard the scarce available resources;
- e) Promote gender equity when making judgments;
- f) Establish good governance and use of the law; and
- g) Reinforce discipline and promote acceptable student behaviours.



## 7.6 Bookshop and Stationery Services

The University will provide essential textbooks at a price. However, students who are able to procure the required books from elsewhere may do so. Stationery will also be available at the University Campus at a cost.



## **8. THE UNIVERSITY LIBRARY**

MzU Library is managed by experienced and professional staff to provide services to support teaching, learning and research as well as providing reference materials including e-books. The University collection comprises printed reading materials such as books and periodicals, which are relevant and demand driven. It also includes electronic information resources and Internet facilities that include a range of electronic journals and health databases and websites in Medicine, Pharmacy, Nursing, Health Records and Medical Laboratory.

The Library has wireless internet service for individual electronic equipment to access learning materials (Digital Library) to ensure staff and students are getting reliable internet all the time.

### **8.1 The Library Opening Hours**

The University Library will be open for its users on:

- Monday to Friday: 08.30 am - 09.00 pm
- Saturday: 09.00 am - 08.00 pm

The Library will be closed on Sunday and Public Holidays.

### **8.2 Electronic Library Materials**

Electronic Library materials can be accessible any time all days (including Sunday and Public Holidays) through the Library Access Point. The password for this internet will be provided to all users through the Library Noticeboard. Additionally, it can be reached from any point within the University.

## **9. EXAMINATION REGULATIONS**

### **PART I: GENERAL REGULATIONS**

#### **1.0 ASSESSMENT**

##### **1.1 Types of Assessments**

- a) Formative Assessment (FA): assessment through the coursework and will be examined through continuous assessment – tests, assignments, presentations, practicals, individual/group projects and quizzes. The FA will constitute 50% of the university examination marks.
- b) Summative Assessment (SA): This will be the final examination taken at the end of each semester and it will account for 50% of the university examination marks.

##### **1.2 Pass Mark**

- a) The pass mark for each subject will be 50% marks, which is a “C” grade;
- b) The proportional contribution for written and practical-examinations in SA shall be 60% & 40%, but FA shall constitute 50% of the university examinations.
- c) A student who does not meet the pass mark in any subject will be required to sit for a supplementary examination as long as the candidate attains an overall score  $GPA \geq 1.6$ .
- d) No candidate shall be allowed to sit for supplementary examination with an overall GPA of less than 1.6 and shall be discontinued from the programme. Supplementary examination shall include both theory and practical/clinical components even when the candidate failed either of the two.
- e) A pass in a supplementary examination shall be recorded as a “C” grade. The mark obtained in FA is not considered in the computation of supplementary examination results. A student who fails a supplementary examination as long as the overall GPA score is  $\geq 1.8$ , shall be allowed to carry over the failed subject(s) into the subsequent year when next offered;
- f) A student who fails the examinations of the carried-over course(s), shall be allowed to do a supplementary;
- g) A student who fails a supplementary of a carried over course shall be discontinued;
- h) First year students are not allowed to repeat the year of study;
- i) No student will be allowed to repeat any one-year of study more than once;
- j) The final decision for student continuation or discontinuation from studies shall be made by the university Senate at the end of the audit year upon completion of each semester

#### **2.0 ELIGIBILITY FOR EXAMINATIONS**

- a) Only registered students are allowed to sit for assignments and examinations;
- b) Any student sponsored by the Higher Education Students’ Loans Board

- (HESLB) who for any reason fails to sign the tuition-fee pay sheets disbursed by the Board to the University shall be barred to sit end-of-semester examinations;
- c) Only students who have cleared semester fees shall be allowed to sit for end of semester examination. Students who have outstanding tuition fees may apply for special permission from the Deputy Vice-Chancellor Planning, Finance and Administration (DVC–PFA) to sit for semester examinations;
  - d) A student shall be eligible for the University examination if the course instructor and HoD are satisfied with evidence that the student has attended at least 80% of the courses;

### **3.0 REGISTRATION FOR EXAMINATIONS**

Registration and payment to the University of all required or prescribed fees by a student shall be considered adequate to register for the university examinations in any particular Programme.

### **4.0 CONDUCT OF UNIVERSITY EXAMINATIONS**

- a) For the smooth conduct of examinations, the principal invigilators shall be the Chief Examination Officers in their respective departments.
- b) Before the commencement of the examination, the Examinations and QA officers shall ensure the readiness of the examination venues, including the size.
- c) Invigilation of University Examinations shall be accomplished as follows:
  - (i) The HoD shall ensure that each University Examination in the Department has been scheduled in the invigilation roster and the Examination officer has allocated at least two invigilators for each examination room depending on the size of the venue. No staff shall invigilate the course that he/she facilitates but shall be in the examination room in the first half hour to respond to any questions and last half hour for collection of the scripts
  - (ii) The Examination officer shall notify the invigilators at least one week before, and be reminded two days before the commencement of the examinations.
  - (iii) The principal invigilators for each University Examination shall collect from the examination officer, sealed envelope(s) of question papers, answer booklets, irregularity forms and attendance registers and shall sign a special form. The principal invigilator shall sign on returning scripts and booklets at the end of the examination.
  - (iv) University Examinations shall be conducted under the supervision of HoDs and the Dean(s).
  - (v) The DVC–ARC shall have powers to issue instructions, notes, or guidelines to students, invigilators and examiners of University Examinations as deemed appropriate for the efficient conduct of such examinations, which shall form part of these regulations and be binding.
  - (vi) There shall be a seminar for all invigilators one (1) week before the commencement of the end-of-semester examinations at School(s) and chaired by the Dean(s).
- d) For these regulations, examination room or venue shall imply any area within the University, and approved by the Senate, to be used for conducting examinations.
- e) Instructions to Candidates:
  - (i) To avoid mistaken identity of the students:

- (i.1) Students should present valid Examination and registration IDs.
- (i.2) Any objects, which may obstruct clear identification of the student's face, shall be removed before entry into the examination venue. These may include face veils, sunglasses, hats, and any other such items.
- (ii) Candidates are required to report at the examination room, at least thirty (30) minutes before the beginning of the examination.
- (iii) The invigilators of the respective examination room shall ensure that candidates are seated according to the preset seating arrangements.
- (iv) The invigilators shall admit candidates to the examination room, thirty (30) minutes before the examination is due to begin. Ten (10) minutes before the beginning of examination, the Principal Invigilator shall:
  - (iv.1) Announce that all unauthorised materials should be removed from the examination room;
  - (iv.2) Announce that students should satisfy themselves that they are in possession of the correct paper;
  - (iv.3) Read instructions, which require attention to candidates;
  - (iv.4) Announce that both sides of the examination booklet must be used;
  - (iv.5) Tell candidates when they may begin writing;
  - (iv.6) Give candidates five (5) minutes to read the paper.
- (v) Candidates are not allowed to take into the examination room, books, written materials/pieces of papers, smartwatches, bags, mobile phones, computers, digital cameras, tablets, other electronic devices, correction fluid, or attaché cases, unless otherwise stated.
- (vi) Once a candidate is found with unauthorised materials, s/he shall be considered to have committed an examination irregularity.
- (vii) No candidate shall be permitted to enter the examination room after expiry of thirty (30) minutes from
- (viii) No candidate shall be permitted to leave the examination room until thirty (30) minutes have expired since commencement of the examination; otherwise, s/he shall be considered to have committed an examination irregularity.
- (ix) No candidate shall leave the examination room during the last ten (10) minutes of the time allocated for the examination, except for an emergency.
- (x) At the end of the examination period, and on instructions from the Principal Invigilator, candidates must stop writing and assemble their scripts, which they should personally hand to the invigilator unless instructed otherwise.
- (xi) Candidates:
  - (xi.1) Must remain seated until the invigilator tells them to leave the room.

(xi.2) Are not allowed to take any examination material out of the examination room.

(xi.3) Any candidate who violates this regulation shall be deemed to have committed an examination irregularity.

- f) Instructions to invigilators before the Examination:
- (i) Persons other than course instructors shall invigilate University Examinations.
  - (ii) The Examination Timetable and Invigilation Roster must be prepared well in advance.
  - (iii) The number of invigilators should be commensurate with the number of candidates sitting for the examination.
  - (iv) Invigilators shall be in the examination room, at least thirty (30) minutes before the beginning of the examination.
  - (v) The Examination Officer shall provide the invigilators with the following items in adequate quantities:
    - (v.1) Each invigilator must personally collect sealed envelopes containing question papers at least forty-five (45) minutes before the examination commences.
    - (v.2) A list showing the name of the examination paper to be attempted in the room for distribution to invigilators in advance.
    - (v.3) Examination irregularities and attendance forms.
  - (vi) Invigilators must ensure that only one answer book is issued to each candidate unless the instructions on the examination paper direct otherwise. The answer book must be filled before any additional booklet sheets are provided.
  - (vii) Any extra booklet sheets shall be stamped by the Examination Officer with the appropriate date of the examination.
  - (viii) The invigilators should set out examination papers and any other material described in the instructions (e.g. log-tables, charts, etc.).
  - (ix) Bags, bookcases, papers, correction fluid, printed matter, smartphones, tablets, computers, digital cameras, and other related items are not allowed in the examination room.
  - (x) The invigilators shall inspect the candidates before and at any time during the examination period to ensure they do not have unauthorised materials.
  - (xi) All invigilators must scrupulously invigilate the examinations rather than engaging in other businesses unrelated to examinations.
  - (xii) An invigilator who contravenes these regulations shall have to explain in writing to the DVC–ARC why disciplinary measures should not be taken against him/her.
- g) During the Examination:
- (i) At the beginning of the examination, invigilators should remind candidates to ensure they are attempting the right examination paper and they should write their examination numbers on the answer booklets.
  - (ii) At the end of the first thirty (30) minutes, the total number of candidates present should be recorded. Then, invigilators should collect the blank answer

- booklets from all vacant places.
- (iii) The Internal Examiner should keep additional question papers in the correct envelopes for collection.
- (iv) Invigilators shall ensure all candidates have registered their particulars in the attendance sheet provided.
- (v) Invigilators should ensure candidates are provided with any additional requirements upon request such as scripts, log-tables, etc.
- (vi) No candidate will be allowed to leave his/her seat during the examination, except to leave the examination room.
- h) At the End of the Examination
  - (i) Invigilators shall not allow candidates to leave their seats before their scripts have been collected.
  - (ii) Candidates wishing to leave the examination room before the end of the examination shall hand over their scripts to the invigilator before leaving the examination room.
  - (iii) Invigilators shall instruct the candidates to stop writing at the end of the examination period, and then collect all the scripts.
  - (iv) Invigilators shall sign the attendance sheet before they hand over all the scripts, candidate's attendance sheets, all extra examination papers, unused answer booklets, invigilators' attendance sheet, student permission form, and irregularities forms to the respective HoD.
  - (v) Invigilators shall count the answer booklets used by candidates against the total number of candidates in the attendance sheet and record and sign the movement sheet for answer booklets.

## 5.0 POSTPONEMENT OF UNIVERSITY EXAMINATIONS

- a) No student shall be allowed to postpone examinations unless s/he has:
  - (i) Approved sickness supported by an authorised Medical Officer; or
  - (ii) Financial constraints with evidence from the sponsor for those with conditional registration; or
  - (iii) Death of a close relative (Father, mother, siblings, spouse and children); or
  - (iv) Serious social problems (each case to be considered on its own merit); or
  - (v) Any other factor recognised or authorised by the University, which is considered compelling to prevent one from sitting examinations effectively;
  - (vi) A student intending to postpone examination(s) shall formally submit a request using **Form MzU/F. 1** to the Chairman of the School Board. Any postponement of the examination(s) must be within the applicant's studentship.
- b) A student shall not have secured permission for postponement of examination(s) until a formal decision by the Chairman of the School Board has been received, with a copy to the Coordinator of Undergraduate Studies (CUS).
- c) A student, whose request for postponement of examination has been approved, shall maintain the accumulated FA.
- d) A student who has been granted permission to postpone examination(s) shall be required to sit a special examination(s) when next offered as the Senate shall determine during that Academic Year.
- e) A student who is required to sit a special examination shall be assigned "**PEX**" in the EDUMAS.
- f) Except with the approval of the respective School Board, a student who fails to sit

any “PEX” at the time of special examinations will be considered to have absconded studies.

- g) A student who absents oneself from any FA test or fails to submit assignment(s) given as part of the FA without compelling reasons shall be considered to have absconded such examinations or assignment(s) and shall be discontinued from studies.
- h) Any student, who postpones examinations in Semester I and further, postponed studies in Semester II of an Academic Year, shall be required to sit for special examinations (postponed examinations) at the end of the respective Academic Year, as the Senate shall determine.

## **6.0 EXAMINATION IRREGULARITIES**

- a) All candidates entering the examination room shall be required to observe and comply with these regulations, failure of which shall be deemed to have committed an examination irregularity.
- b) Any candidate found guilty of cheating part of the examination process shall be deemed to have committed an examination irregularity and to have failed in the whole of that examination for that year and shall be subjected to the imposition of warning, or penalty of suspension for one academic year, or discontinuation, depending on the gravity of the offense as shall be determined by the Senate.
- c) Examination irregularities shall include:
  - i) Entering in an examination room without fulfilling the conditions stipulated by the University as provided for in Regulation 4(e);
  - ii) Uttering words and/or gesturing to another candidate;
  - iii) Possession of unauthorised material in the examination room;
  - iv) Causing disturbance in any examination room;
  - v) Destroying or falsifying of any evidence of irregularity or cheating in examination;
  - vi) Exchanging unauthorised materials in an examination room;
  - vii) Assisting another candidate in writing his/her examination;
  - viii) Providing answers to another candidate in any form;
  - ix) Receiving answers/examination papers from staff or students;
  - x) Copying from another candidate;
  - xi) Unauthorised removal of an examination answer booklet and/or answer sheet(s), any part of an examination answer book and/or answer sheet(s) or blank examination stationery from the examination room;
  - xii) Tearing whole or any part of the answer books and/or answer sheets;
  - xiii) Borrowing materials from other candidate(s) in the course of the examination; Materials including but not limited to, calculators, rulers, pens/pencils, and slide rules interfering with the invigilator(s) from performing their duties in the course of the examination;
  - xiv) Impersonating another candidate;
  - xv) Fraudulent alteration or misrepresentation of data and/or other information;
  - xvi) Entering the examination room without a valid ID or with forged ID card;
  - xvii) Entering the examination room with any inscriptions on any body part or clothing or other objects, which can be construed as facilitating a candidate to answer examination questions;
  - xviii) Attempting to do any of the acts described in 6c (i) - (xvi)
  - xix) Leaving the examination room, temporarily or otherwise, or staying out of the examination room for over five minutes, without



authorisation or permission of the Principal Invigilator or one of the invigilators for the examination in question;

xx) For the purpose of field work reports, assignments, and project reports examination irregularities should include:

xix.1 Plagiarism;

xix.2 Hiring Ghostwriter or using Artificial intelligence (AI) tools or technology to write a field work – or project report, or assignment;

xix.3 Falsifying documents of institutions or authorities relating to fieldwork placement;

xix.4 Falsification of attendance of the fieldwork activities.

xxi) Leakage of examination papers/answers

- d) “Unauthorised material” includes any written or printed material, which is prohibited from the examination room, such as cellular or mobile phone, smartwatch, smart glasses, Dictaphone, radio, radio cassette, or other types of USB audio player, computer, tablets, unwritten and written materials/pieces of paper, soft and alcoholic drinks and any other material, as Senate may specify from time to time.
- e) Any incident associated with **examination irregularity** shall be reported using **Form MzU/F. 2**.

## 7.0 HANDLING OF EXAMINATION IRREGULARITIES

- a) The Chief Invigilator shall immediately handle all cases of examination irregularity by asking all involved candidates to fill the University Examination Irregularity **Form MzU/F. 2** and present his/her findings and all associated materials to the Dean of School;
- b) The Dean shall submit comprehensive report to the Chairman of the Examinations Irregularity Committee;
- c) The Examinations Irregularity Committee shall have powers to:
  - (i) Summon any invigilator, candidate, or any person, or officer in relation to an alleged examination irregularity, which occurred during examinations;
  - (ii) Question or interrogate any candidate, invigilator, or any person in relation to the examination irregularity; and
  - (iii) Recommend to Senate, sanction(s) on the candidate or officer or invigilator found guilty of such irregularity.
- d) The Examinations Irregularity Committee shall be required to:
  - (i) Prepare a detailed report of the proceedings and submit its findings and recommendations to Senate;
  - (ii) Recommend a disciplinary action for sanctioning any person, or officer or invigilator responsible, or involved in such irregularity.
- e) When a candidate is suspected of engaging in conduct amounting to examination irregularity during an examination, he/she should be apprehended immediately. During the apprehension of a suspect, the following factors should be considered:
  - (i) A suspect should be handled appropriately to ensure that the privacy and

- bodily integrity of a person are not compromised. Body searches should be conducted in the presence of a witness of the same sex of the suspect;
- (ii) The collected evidence in the examination room should be confiscated as soon as they are found and kept as exhibits;
  - (iii) In a case of inscriptions on the body parts or cloth, an invigilator of the same sex should inspect and document the observation;
  - (iv) The Examination ID cards of the suspect and possible witnesses should be recorded immediately using the University Examination Irregularity **Form MzU/F. 2**;
  - (v) A suspect should be allowed to continue with the examination since s/he is presumed innocent until proved guilty;
  - (vi) All cases of alleged examination irregularity, including the designated form and collected evidence shall be reported to the Dean by the invigilator immediately for cases, which occurred in the examination room, and by the course instructor for cases of the academic/research report or assignment;
- f) The candidate shall be given at least seven (7) days to appear before the Examinations Irregularity Committee for hearing;
  - g) The accused candidate shall have the right to:
    - i) Be accompanied by a representative who shall be a fellow student;
    - ii) Express opinions against any member of the Examinations Irregularity Committee, and the Senate shall decide on that opinion.
  - h) A candidate will be informed of the Senate decision in writing.
  - i) The University Legal Officer shall be a co-opted member during the conduct of student hearings.
  - j) Any leaked examination shall be nullified by the DVC-ARC and another examination paper prepared by a competent staff who was not involved in the setting of the leaked examination paper. Students shall be notified the date for sitting the leaked examination at least two days before the set date.

## **8.0 PUBLICATION OF EXAMINATION RESULTS**

- a) The HoDs shall upload examination results in the online Education information management (EDUMAS) system for processing.
- b) HoDs shall be required to publish FA results in the system at least one (1) week before the due date for University Examinations, a copy of which must be submitted to the Dean at the same time.
- c) Prior to submission of examination results to the School Board, the results shall be discussed by the Examiner's Board with internal examiners, and where possible external examiner(s).
- d) Each Department shall ensure that each course instructor has submitted the following necessary information to HoDs three (3) days before Departmental Examiners' Board:
  - (i) Course outline;
  - (ii) University Examination paper;
  - (iii) Marking scheme;
  - (iv) Signed upload history;
  - (v) Attendance sheet for University Examination;
  - (vi) Signed printout of University Examination results from the system;
  - (vii) A brief report on students' performance and explanation for any incomplete cases; and
  - (viii) Marked answer booklets arranged in descending order of registration

numbers.

- e) The Dean shall publish the provisional examination results in the system, arranged in a manner as prescribed by the Senate as provided under internal examination regulations of the School approved by the Senate, and not in conflict with these Regulations, immediately after the School Board meeting. However, the results shall not be considered final until Senate approval.
- f) Examination results approved by the Senate shall under no circumstances be altered, or corrected without the explicit approval of the Senate or the Senate Chairman. Breach of this Regulation shall be reported to the appropriate University Authority for further disciplinary action.
- g) The approved University examination results in the form of a book and a PDF soft copy shall be kept as a permanent record of the University, under custody of the office responsible for Senate and examinations.

## 9.0 PROGRESSION FROM YEAR TO YEAR

- a) All students are required to complete a prescribed number of credits in the respective Academic Year and attain a minimum overall GPA of 2.0 before proceeding to the following year of study.
- b) A student may be allowed to re-sit failed courses in Supplementary Examinations if s/he has attained an overall GPA of 1.6 or above in the First Sitting calculated in accordance with the credit weighting of individual courses. The maximum grade for a Supplementary Examination shall be the minimum passing grade of 'C'. The mark obtained in FA is not considered in the computation of supplementary examination results.
- c) Any student who has attained a minimum overall GPA of 1.8 shall be allowed to repeat once the year of study, except first year students who are not allowed to repeat the year
- d) The following conditions shall guide carrying-over of courses:
  - (i) A student, who has scored an overall GPA of  $\geq 1.8$  after Supplementary Examination, may be allowed to carry over only three failed courses into subsequent Academic Year.
  - (ii) The maximum grade for a "**COR**" course shall be the minimum passing grade of 'C'.
  - (iii) A student who fails to clear any "**COR**" course(s) in Biomedical Sciences **CANNOT** progress to the 4<sup>th</sup> year of study (i.e. cannot progress to Semester VII) until the candidate passes all the COR courses in Biomedical Sciences. Such a candidate shall be required to register, pay tuition fees and relevant direct costs, on a pro-rata basis based on the number of course credits as a proportion of the annual credits.
  - (iv) A student who fails a supplementary examination in preclinical and/or clinical course(s) and has scored a GPA of  $\geq 1.8$  shall be allowed to register and repeat the failed course(s) when next offered. A candidate who fails a repeated course(s) is allowed to sit for a supplementary examination.
  - (v) A student with three (3) "**COR**" courses shall be discontinued from studies unless s/he has attained a GPA not less than 1.8 at the end of the Academic Year. All "**COR**" courses shall be cleared within two years after expiration of the duration of the programme; otherwise, the student will be discontinued from studies.

- e) Only under special circumstances and according to Regulation (d) would students with pending supplementary- or special examination courses, be evaluated based on the GPA computed for completed courses.
- f) Final Year students who resume studies to clear “**COR**” course(s) shall pay tuition fees and relevant direct costs, on a pro-rata basis based on the number of course credits as a proportion of the annual credits.

### 10.0 CLASSIFICATION OF DEGREE AWARDS

- a) Pursuant to Regulation (9a) and (9b), a student shall qualify for a degree award on accumulating a minimum number of course credits in the programme.
- b) Except for courses of practical and field nature, the final marks for each examination shall be derived, based on FA: 50%; End-of-Semester Examination (SA): 50%
- c) For presentation of examination results, the percentage range and corresponding letter grades shown in Table 1 shall be adopted:

Table 1: Harmonised Grading System

Letter Grade	Range (%)
A	75-100
B+	70-74
B	60-69
C	50 <sup>1</sup> -59
D	40-49
E	0-30

The MD is not classified for degree award.

<sup>1</sup> Pass mark

### 11.0 CERTIFICATES, CERTIFICATION, PROVISIONAL RESULTS AND TRANSCRIPTS

- a) The Senate shall approve issuance of certificates for the Degree award to such students deemed to have satisfied the Undergraduate Studies Committee, which shall have submitted the results to Senate for approval of grant of the award.
- b) The University Council may prescribe a fee to be charged for certifying a copy of a Degree Certificate/Academic Transcript.
- c) The Examinations Office shall issue Certificates/ Transcripts to applicants upon submission of:
  - (i) A formal request using **Form MzU/F. 3** to the Examinations Office;
  - (ii) A duly signed clearance form;

- (iii) One current passport-size photograph;
  - (iv) Student Financial Statement verified by an authorised University Accountant;
  - (v) Certified copy of National Identity Card; OR
  - (vi) Certified copy of valid Travelling Passport
- d) Notwithstanding Regulation (11c), applicants wishing to receive Certificates/Transcripts outside of Tanzania or Mwanza shall be advised to apply online through email address [dvcarc@mwanzauniversity.ac.tz](mailto:dvcarc@mwanzauniversity.ac.tz)
- e) Pursuant to Regulation (11d), issuance of Transcript or Certificates to persons on behalf is prohibited; instead, applicants should give powers of attorney authorising dispatch of the documents in question.
- f) The Examinations Office shall not issue provisional results to an applicant:
- (i) Whose results have been withheld for any reasons;
  - (ii) Without a valid student's ID card;
  - (iii) Who has been discontinued from studies;
  - (iv) Whose Final Year Examination results have not been approved by the Senate.
- g) In the event of collecting Certificate/Transcript, an applicant shall be given at least thirty (30) minutes to verify the grades or other information thereon before accepting it. Once collected, no Certificate/Transcript shall be accepted for correction.
- h) Where a reprint of Certificate/Transcript is required, the University shall bear the full cost if the errors were not introduced by the applicant's failure to provide correct personal particulars. Otherwise, the applicant shall have to bear the full cost of printing and shipping, where applicable.

## **12.0 DEGREE AWARD**

a) Upon its satisfaction, that a candidate in university examinations has attained the standard required pursuant to Regulations for the award of a degree, the School Board may recommend to the Senate that the degree be conferred upon or granted to such a successful candidate.

## **13.0 LOSS OF DEGREE CERTIFICATE**

- a) In the event of loss or total/partial destruction of the original certificate, or a copy thereof, DVC–ARC may issue a copy or another copy, subject to:
- (i) The applicant producing an affidavit and loss report;
  - (ii) The certificate so issued being endorsed "COPY" across it;
  - (iii) The replacement certificate not being issued for a period of twelve (12) months from the date of such loss has elapsed. However, such replacement may be issued within a shorter period where there has been partial destruction of the original certificate or of a copy thereof.
  - (iv) The applicant adducing evidence that the loss has been adequately announced publicly in an officially recognised form or manner in the applicant's home country, or where the loss is believed to have occurred.
  - (v) The applicant paying a prescribed fee or such other sum by the Council for the copy of a certificate issued.

- (vi) Surrendering physically, the partially destroyed certificate when applying for a replacement.

#### **14.0 APPEALS AGAINST EXAMINATION RESULTS**

- a) Any candidate aggrieved by a decision approved by the Senate regarding their examination results may appeal against such a decision.
- b) A candidate may appeal to the Chairperson of Senate against the Senate decision on his results by lodging the appeal through DVC–ARC.
- c) Entertaining of such an appeal shall depend on whether Senate had initially rejected the appeal, or the student submitted new evidence, which was not and could not be made available to Senate, and/or Senate, erred in applying the relevant regulation in arriving at its decision.
- d) An appeal under Regulation (14b) shall imply “review of Senate’s own decision” based on one or both of the following factors:
  - (i) New evidence has emerged, which was unknown to the Senate when it reached a decision for the first instance.
  - (ii) The Senate decision was reached by overlooking some essential aspect of the regulation.
- e) No appeal related to the conduct of any University Examination and the marking of scripts thereof, should be entertained unless such an appeal was lodged to the appropriate University authorities as per these Regulations within six (6) months from the date Senate published the results.
- f) All appeals must be lodged to the Senate using **Form MzU/F. 6**, with supporting evidence certified by relevant and competent authorities.
- g) False claims of sickness and/or the submission of false supporting medical, or other documentation constitute an academic offence and, would thus, disqualify the appeal.
- h) A non-refundable appeal fee as may be prescribed by the University Council shall accompany the appeal.
- i) There shall be a Special Senate for appeals.
- j) No appeal shall be considered where:
  - (i) The candidate appeals for a remarking of the examination script but fails to establish reasonable grounds for prejudice, incompetence, or lack of integrity on the part of the internal examiner.
  - (ii) For the first instance, issues regarding supervision, teaching, or FA, such factors would only be considered if the candidate had raised them immediately and in writing, at the time they first emerged.
  - (iii) A candidate alleges sickness or other factors, where s/he had an opportunity to postpone studies or University Examination(s), but voluntarily decided to capitalize on the opportunity.
- k) Appeals against discontinuation from studies on Examination Irregularities
  - (i) Any candidate aggrieved by a discontinuation decision regarding their examination irregularity may appeal against such a decision to the Chairperson of the Senate, using the **Form MzU/F.6** within seven days from the date of notification to the candidate;
  - (ii) The Chairperson of the Senate shall appoint an Appeals Committee to consider the appeals from aggrieved student(s);
  - (iii) The appeals committee shall process the appeal within fourteen days of receiving the appeal form and any accompanying materials;

- (iv) The appeals committee shall present a comprehensive report to the Senate Chairperson;
  - (v) The candidate shall be notified of the Senate decision on the appeal following the next available meeting.
- l) The senate shall have a discretionary power to overrule the recommendations of the Appeals Committee.

## **15.0 WITHHOLDING OR REVOCATION OF A DEGREE**

a)The University may withhold a degree for:

- (i) academic dishonesty.
- (ii) failure to pay tuition fee or other stipulated fees.
- (iii) social misconduct.

b) At any time, upon establishment of facts that the student has fraudulently obtained and been conferred a degree on false information or did not fulfill all requirements for such an award, that:

- (i) the holder of the degree has plagiarized his/her thesis/dissertation.
- (ii) the holder of the degree was convicted of grievous criminal acts such as fraud.

## **PART II: MD PROGRAMME SPECIFIC REGULATIONS**

### **1. APPLICATION**

- a) These Specific Regulations are applicable jointly with the General Regulations.
  - (i) No student shall be eligible for any University Examination in any subject unless the instructor and HoD have been satisfied that the candidate has undertaken the course in question by attendance.
  - (ii) Students shall only be allowed to sit a scheduled examination (s) if they have attended 80% of the course through lectures/seminars/tutorials, and 80% for practical/clinical sessions. Candidates failing to attend at least 80% for lectures/seminars/tutorials and practical/clinical sessions shall be required to repeat the whole course when next offered.
  - (iii) A student shall be required to attend all sessions of Field Practical Training (FPT) and a student who absents oneself from any session without permission of the Dean or HoD or FPT Supervisor shall be discontinued from studies. Where permission has been granted, the candidate shall be required to complete FTP using personal resources.
  - (iv) Notwithstanding the provisions of the foregoing Regulations, a student who fails to attend class/practical/clinical sessions, without compelling grounds for three (3) consecutive days or any three days in a week shall be barred to sit FA and SA for such courses . Such a student shall have to repeat such a course and sit FA and SA in the subsequent year of study.

- (v) A student shall be allowed to progress to Clinical Academic Units (Year 4-5) after passing all examinations for basic-science courses.

## **2. MODE OF EVALUATION FOR CLINICAL COURSES**

- a) There shall be the following examinations: end of Junior Rotation, end of Senior Rotation, and Final University Examinations.
- b) The end of Junior Rotation University Examination shall be done at the end of each Junior Rotation in the Fourth Year.
- c) The end of Junior Rotation University Examination shall comprise written paper(s), Objectively Structured Clinical Examination (OSCE) and Clinical Examinations.
- d) The end of Senior Rotation shall be at the end of each Senior Rotation, and account for FA of the Final University Examination.
- e) The end of Senior Rotation examination shall comprise written paper(s), OSCE and Clinical Examinations.
- f) The Final University Examination shall be done at the end of the Fifth Year, during which External Examiners shall be invited.
- g) The Final University Examination shall comprise written paper(s), OSCE and Clinical Examinations.
- h) For each Clinical Rotation, there shall be at least two (2) Clinical FAs:
  - (vi) Logbook wherein a student records prescribed cases clerked from outpatient clinics, wards, procedures observed/assisted, or performed; logbook shall contribute 50% to FA;
  - (vii) Mid-rotation assessment comprising a written paper in the form of multiple-choice questions (MCQs), matching or filling questions, short notes and essays and/or Clinical Examination.
- i) The proportional contribution for written and clinical examinations in summative assessment shall be 40% & 60% respectively.
- j) The grade will be derived from FA (50%) and End-of-Rotation Examination (50%).
- k) A student shall not pass the End-of-Rotation Examination during Junior and Senior Rotations in any subject unless they have passed the final clinical part of the examination.
- l) If the combined grade in the final assessment is  $\geq$ “C”, a student shall be deemed to have passed, provided this satisfies the relevant Regulation. However, if the combined grade is  $<$ “C”, the student shall have failed, notwithstanding passing the clinical part.
- m) A student who fails a Clinical Examination for Junior- or Senior Rotation shall be required to repeat the Rotation for the same length of period when next offered before sitting a Supplementary Examination.
- n) A student who fails a Junior Clinical Examination shall be required to register, repeat the rotation, and sit for the examination when next offered and pass before progressing to Senior Rotation
- o) No student shall be allowed to progress to senior clinical rotation before passing all junior clinical rotations.

## **Part III: AMENDMENT OF THE REGULATIONS**

- a) These regulations shall be reviewed after every five years or as deemed necessary by the University subject to approval by the Senate.



- b) Indications for review and amendment of the regulations shall be solicited by the different departments and discussed in School Board meetings. The decision of the School Boards shall be forwarded to the Senate through the Undergraduate Studies Committee for further discussion and approval.

## 10. ACADEMIC CALENDAR 2024-2025

### Academic Year 2024 – 2025:

- Starts on 04<sup>th</sup> November 2024
- Ends on 17<sup>th</sup> October 2025

### Semester I

- Begins: 04<sup>th</sup> October 2024
- Ends: 21<sup>st</sup> March 2025

Mid–Semester breather (Christmas breather): 24<sup>th</sup> December 2024 – 01<sup>st</sup> January 2025 (7 days)

University Examinations

- Start: 31<sup>st</sup> March 2025
- End: 11<sup>th</sup> April 2025

Inter-semester breather 12<sup>th</sup> -21<sup>st</sup> April 2025

### Semester II

- Begins: 22<sup>nd</sup> April 2025
- Ends : 29<sup>th</sup> August 2025

Inter-semester breather 28<sup>th</sup> June- 04<sup>th</sup> July 2025

University Examinations

- Start: 08<sup>th</sup> September 2025
- End : 19<sup>th</sup> September 2025

End of Year or Long Vacation:

- Starts: 20<sup>th</sup> September 2025
- Ends: 20<sup>th</sup> October 2025

Supplementary/Special Examinations

- Start: 13<sup>th</sup> October 2025
- End: 17<sup>th</sup> October 2025

### Public Holidays

- 14/10/2024 – Nyerere Day
- 19/10/2024 – Maulid Day
- 09/12/2024 – Independence Day
- 25/12/2024 – Christmas Day
- 26/12/2024 – Boxing Day
- 01/01/2025 – New Year
- 12/01/2025 – Zanzibar Revolution
- 07/04/2025 – Karume Day
- 10/04/2025 – Eid el Fitri
- 11/04/2025 – Eid el Fitri
- 18/04/2025 -- Good Friday
- 21/04/2025 -- Easter Monday
- 26/04/2025 – Union Day
- 01/05/2025 – Workers Day

- 07/07/2025 – Sabasaba Day
- 10/07/2025 – Eid Al Adh
- 08/08/2025 – Nanenane Day