

Tanzania Commission for Universities (TCU)
Internet Guide for the Central Admission System (CAS)

1. Introduction

The Tanzania Commission for Universities (TCU), in collaboration with University Institutions, National Council for Technical Education (NACTE) and other higher education institutions has established a Central Admission System (CAS), which will be operating starting in the 2010/2011 admissions.

Under the new system applicants will lodge their applications through either the Internet or Mobile phones.

TCU has produced this pamphlet in order to assist applicants to lodge their applications through internet.

2. How to Apply

To apply through internet, applicants should follow the steps below:

2.1 Applicants with Local Certificates

- Log into the TCU website www.tcu.go.tz
- **Click “Student Application” icon. The TCU Central Admission System will open,**
- **Click on “Click here to register”. A window with information about registration will open,**
- **Click “Next”**
- **Enter “O” level index number and year,**
- **Click “Next”**
- **Enter “A” level index number and year,**

- Click “Next” a window for entering account details will open,
- Enter all fields marked “required” and ensure you enter pre-paid card pin code numbers,
- Click “Complete Registration”. You will receive a message “you have successfully registered”
- Login to select programs by entering “username” and “password” and click “login”
- To select programs click “My programmes” followed by “Add/Modify programmes”

NB

Each applicant should ensure that he/she remembers his/her password, as it will be needed when he/she wants to review his/her application.

However, in order for the system to assist applicants who forgets their passwords they are advised to register a question and its answer as this will enable the system to identify the applicants in case they forgets their password. Subsequently, the system will allow them to assess the respective application.

2.2 Applicants with Foreign Certificates

Applicants holding foreign certificates cannot apply through Internet or Mobile Phones. Such applicants should follow the following steps:

- Log into the TCU website www.tcu.go.tz
- Click on “Student Application” icon. (TCU Central Admission System will open)
- Click on “Foreign Application Form”
- Click on “Download the Form”
- Fill two forms
- Pay the application fee through CAS Account at any CRDB Bank country wide.

- Send one copy of the filled form together with Certificates to NECTA for validation
- Submit the other copy of the filled form to TCU with photocopy of the certificates and the original bank deposit slip by 21st May 2010.

3. Other Services

There are other services which applicants can receive through the Internet. These are:

- **To view ones profile or change ones password click “My profile” then click “update details”**
- **To view ones examination results click “NECTA results”**
- **To view ones selection status click “Selection status”**

NB

The cost of a Pre-paid card is TShs.30,000/= and the cards are available in all branches of the CRDB Bank countrywide except Mlimani branch, Kariakoo and Tower branch.

Contact

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