



WIZARA YA FEDHA
EASTERN AFRICA STATISTICAL TRAINING CENTRE
CHUO CHA TAKWIMU MASHARIKI MWA AFRIKA



EASTC ADMISSION AND REGISTRATION GUIDELINES CERTIFICATE AND DIPLOMA PROGRAMMES

1. ABOUT EASTC

The Eastern Africa Statistical Training Centre (EASTC) is a **Government** Higher Learning institution under the Ministry of Finance. It is also a regional institution, which trains Official Statistics across the Eastern Africa Region currently serving 19 member countries.

EASTC is located at **Changanyiken**i near **University of Dar es Salaam**.

2. EASTC ONLINE LINKS

S/N	Items	Direct Links
1	EASTC Website	www.eastc.ac.tz
2	Students Information System (SIS)	sis.eastc.ac.tz/
3	Online Application to EASTC Programs	olap.eastc.ac.tz

Opening and Registration Dates for Diploma and Certificate Academic Year 2025/2026

All students selected for Basic Technician Certificate and Diploma in Statistics should start reporting for registration on the **3th November 2025**.

Classes for Certificate and Diploma students officially begins on **10th November 2025**.

DIPLOMA AND CERTIFICATE SEMESTER ONE FEE STRUCTURE (SEM 1) 1st Week of Registration

Students should pay a Minimum of all **Administrative Costs and Health Insurance** while reporting for **Registration in the First Week** during First Semester and the breakdown is as shown in the table below;

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
1	Administrative Costs (Library Fee, Examination Fee, Students ID, Registration, NACTE Fees, EASTC-SO Subscription)	190,000	190,000	190,000	190,000
	Total First Semester Fees.	190,000	190,000	190,000	190,000

7th Week of the Semester (Test Week)

Students should have paid a Minimum of **30 % of the Tuition Fees in the 7th Week of the Semester** before sitting for **Semester One Tests** and the breakdown is as shown in the table below;

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
	30% OF Tuition Fees	225,000	255,000	255,000	285,000

14th Week of the Semester (Final Examinations Week)

Students should have paid a Minimum of **30 % of the Tuition Fees in the 14th Week of the Semester** before sitting for First Semester **Final Semester Examinations** and the breakdown is as shown in the table below;

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
	30% OF Tuition Fees	225,000	255,000	255,000	285,000

SUMMARY OF DIPLOMA AND CERTIFICATE FIRST SEMESTER FEE STRUCTURE

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
1	1 st Week of Registration (Administrative Costs)	190,000	190,000	190,000	190,000
3	7th Week (Test Week) of the Semester (30% of Tuition Fees)	225,000	255,000	255,000	285,000
4	14th Week (Final Examination Week) of the Semester (30% of Tuition Fees)	225,000	255,000	255,000	285,000
	TOTAL SEMESTER 1 FEES	640,000	700,000	700,000	760,000

DIPLOMA AND CERTIFICATE SEMESTER TWO FEE STRUCTURE (SEM 2) 1st Week of Registration

Students should pay a Minimum of Semester Two (2) Administrative Costs while reporting for registration during the first week of Second Semester and the breakdown is as shown in the table below;

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
	Administrative Costs (Practical Training and Computer Lab Fees)	80,000	80,000	80,000	80,000

7th Week of the Semester (Test Week)

Students should have paid a Minimum of **20 % of the Tuition Fees in the 7th Week of the Semester before sitting for Semester Two Tests** and the breakdown is as shown in the table below;

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
	20% OF Tuition Fees	150,000	170,000	170,000	190,000

14th Week of the Semester (Final Examinations Week)

Students should have paid a Minimum of **20 % of the Tuition Fees in the 14th Week of the Semester before sitting for Second Semester Final Semester Examinations** and the breakdown is as shown in the table below;

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
	20% OF Tuition Fees	150,000	170,000	170,000	190,000

SUMMARY OF DIPLOMA AND CERTIFICATE SECOND SEMESTER FEE STRUCTURE

s/n	Item	Certificate in Statistics (NTA 4)	Certificate in Information Technology (NTA 4)	Diploma in Statistics (NTA 5)	Diploma in Information Technology (NTA 5)
1	1 st Week of Registration (Administrative Costs)	80,000	80,000	80,000	80,000
3	7 th Week (Test Week) of the Semester (30% of Tuition Fees)	150,000	170,000	170,000	190,000
4	14 th Week (Final Examination Week) of the Semester (30% of Tuition Fees)	150,000	170,000	170,000	190,000
	TOTAL SEMESTER 1 FEES	380,000	420,000	420,000	460,000

A. Hostel/Accommodation

Hostels are available for all students wishing to reside inside EASTC Campus and are paid in **Full per academic year**.

Students wishing to reside at EASTC Hostels should have first paid the annual **administrative costs** of **190,000** before application and payment of Hostels is done.

After payment of the **190,000** administrative Costs, students should report to the **EASTC Admission office** for obtaining of Registration Number and other registration and admission processes.

Students possessing **Registration Numbers** and have completed payment of **administrative costs**, may login into their individual Students Information System accounts (SIS) through the link sis.eastc.ac.tz to proceed with application for Hostels.

Students who have applied for **Hostels/Accommodation** should promptly meet **EASTC Warden for control number and payment modalities**.

Please note that No student will be able to apply for Hostels without payment of the administrative costs.

Accommodation Costs Per Year

S/N	HOSTEL TYPE	AMOUNT PER YEAR
1	Hostel A& B (4 per room)	440,000
2	Hostel 2 (4 per room)	540,000
3	Hostel A and B (2 per room)	740,000

1. REGISTRATION PROCESS

The following conditions are necessary/ have to be fulfilled for a student to be considered eligible for registration once reporting for first year

A) Filling/Completion of Registration Forms

- a) The registration forms that are annexed with Medical Examination Report (Containing 7 pages in total). The Medical Examination Report needs to be filled in a recognized Health facility by a recognized medical practitioner and must have a signature and stamp once the examination exercise is complete.
- b) The Registration Forms need to be strictly submitted to the Admissions Office within the First Two weeks of registration before commencement of studies. The forms are subsequently submitted to the Registry's office for the purpose of Opening of Individual Students' Files for reference and record purposes.
- c) Filled up Registration Forms need to be attached with the supporting academic documents that support/attests your eligibility for that particular programme, Birth Certificate, Evidence of valid NHIF Insurance for those who hold NHIF Insurance, Two passport size photographs taken recently and other documents that the admission office would request from time to time when the office deems it necessary to provide for facilitation of registration.
- d) For those joining Certificate, it is expected that the registration forms are compulsorily annexed with the following
 - Copy of Form 4 Result Slip for those who completed form 4 in year 2021.- Compulsory Equivalence for those with foreign Certificates.
 - Copy of Form 4 Certificate for those who completed form 4 the year 2020 backwards. -Compulsory
 - Copy of National Vocational Award (NVA 3) certificate for those joining Certificate from NVA.
 - Copy of Birth Certificate - Compulsory
 - Two passport size photographs – Compulsory
 - Evidence of Health Insurance for those with NHIF insurance (Bring a Copy of your NHIF Card).

For those joining Diploma (NTA 5) it is expected that the registration forms be compulsorily annexed with the following

- Copy of Form 4 Certificate Equivalence for those with foreign Certificates – Compulsory
- Copy of ACSEE (Form 6) Certificate – For those joining Diploma from form 6 and are Form 6 holders who completed in year 2020 backwards.
- Copy of ACSEE (Form6) Results Slip- For those Joining Diploma from form 6 and are Form 6 holders who completed in Year 2021
- Copy of Basic Technician Certificate (NTA 4) Certificate and Transcript– For those joining Diploma from NTA 4 and completed NTA 4 2020 backwards.
- Basic Technician Certificate (NTA 4) Provisional results – For those joining Diploma from Basic Technician Certificate (NTA 4) that was completed in 2022.
- Copy of Birth Certificate
- Two Passport Size Photographs and
- Evidence of Health Insurance for those with NHIF insurance (Bring a Copy of your NHIF Card).

B) Payment of requisite Fees

All students should pay up the requisite Tuition Fees and administrative costs pertaining to any semester for one to be considered eligible for registration in respective programmes.

Students opting to stay On Campus Accommodation (EASTC Hostels) should also ensure that they have exhausted all the payments pertaining to Administrative costs and Hostels and will not be eligible to be registered until all EASTC Hostel payment is conducted.

C) Registration into the Students' Information System (SIS)

Students can access their individual SIS accounts by login in to the link sis.eastc.ac.tz/ Using their **Registration number as Username and Password.**

The Semester Registration platform is available inside the SIS accounts once requisite payment has been done.

2. PAYMENT PROCEDURES PAYMENT PROCEDURES a) Payment Modalities for New Students (FIRST YEARS) Payment modalities for new students reporting at EASTC is conducted by doing the following

- i. Login into individual students' Online Application Account olap.eastc.ac.tz. Using form 4 index number as username and password that was used during application process.

- ii. Click “Request Control Number”

 Click the button below to request a control number for the tuition fee 

 Request Control Number

- iii. Schedule of payment will appear as shown below;




Fee Structure Ordinary Diploma in Information Technology


THROUGHOUT THE YEAR

 Library Fee


45,000 TZS

 Examination Fee


40,000 TZS

 Student I.D


15,000 TZS

 Registration Fee


50,000 TZS

 EASTC-SO Subscription


10,000 TZS

 Practical Training


80,000 TZS

 NACTVET/QA Fees

30,000 TZS

 Total Tuition Fee

950,000 TZS


 Total Administrative Cost

270,000 TZS

 Total Cost for the Year

1,220,000 TZS

1ST SEMESTER

 Total Administrative Cost

190,000 TZS


 Tuition Fee

570,000 TZS

 Total Cost for 1st Semester

760,000 TZS


2ND SEMESTER

 Total Administrative Cost


80,000 TZS

 Tuition Fee

380,000 TZS




 Total Cost for 2nd Semester

460,000 TZS




 Click here to Request

iv. Click “Request”

1ST SEMESTER

 Total Administrative Cost	 Tuition Fee	 Total Cost for 1st Semester
190,000 TZS	570,000 TZS	760,000 TZS








2ND SEMESTER

 Total Administrative Cost	 Tuition Fee	 Total Cost for 2nd Semester
80,000 TZS	380,000 TZS	460,000 TZS

[Click here to Request](#)

v. An invoice of payment with control number will appear

PAYMENT INVOICE

 Full Name: [REDACTED]	 Email: dathuman88@gmail.com
 Program: Postgraduate Diploma in Official Statistics	 Control Number: 997200121023
 Phone: 0758665360	 Expires On: 2026-06-21 : 16:05:21
 Bill Description: Tuition Fee for Postgraduate Diploma in Official Statistics	

Jinsi ya Kulipia:

- Kupitia benki: Wasilisha stakabadhi hii ya malipo kwa tawi lolote au wakala wa benki ya NBC au CRDB
- Kupitia mitandao ya simu:
 - Ingiza kwenye menyu ya M-PESA au TIGOPESA
 - Chagua (Lipa Bill).
 - Chagua (Malipo ya Serikali).
 - Ingiza Kumbukumbu namba ya malipo :997200121023
 - Halafu, Kamilisha muamala
 - Pia Unawezakutumia M-PESA / TIGOPESA App
 - Muhimu:** Tafadhali usifanye malipo kwa njia tofauti na zilizotajwa hapo juu

How to pay:

- Via bank: Submit this invoice to any branch or Agent of NBC or CRDB BANKS
- Via Mobile Network Operators (MNO):
 - Enter the USSD menu of M-PESA or TIGOPESA.
 - Select (Make Payment).
 - Select (Government Payments).
 - Enter bill Reference number : 997200121023.
 - Then, Complete transaction
 - You may also use M-PESA / TIGOPESA App
 - Note:** Please, do not use other payment methods than those mentioned above

[Download Invoice](#)

3. WITHDRAWAL FROM STUDIES Postponement

Postponement shall mean temporary withdrawal from studies for a Semester or entire academic year where the period will count into the student's registration period. Students may wish to postpone their studies on the following accepted grounds;

- Health reasons
- Financial reasons
- Family matters
- Or other compelling reasons that ought to be approved by the Dean of Students.

Eligibility for Postponement

The student should have been admitted and registered for a particular academic year.

The student should have studied and completed a minimum of a Semester.

Procedures for Postponement

- a. The student should write an official letter to EASTC Rector, requesting for postponement of Semester or academic year while citing the compelling reasons for the request been sought. The letter should contain the following;
 - Full student's name
 - Name of programme been studied
 - Year of Studies
 - Respective academic year been postponed
 - Reasons for postponement
 - Registration number
 - Email Address
 - Students' Phone number
- b. The student should attach supporting documents or otherwise with the letter that contains the evidence of reasons that leads to postponement. No postponement request shall be handled without evidence in form of documents.
- c. The Registrar's office will scrutinize the validity of the students request upon receiving it, and weigh it up against the supporting documents that contain the evidence, and thereby approve or nullify the request based on the grounds provided.
- d. The student should strictly wait until the response to the request is served to him/her in the form of an official letter before withdrawing from studies.