



UNITED REPUBLIC OF TANZANIA  
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY  
**MZUMBE UNIVERSITY**



# SHORT COURSES CALENDAR

— 2025/2026 —

JULY 2025 COURSES							
S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TZS)	Contact
1	Artificial Intelligence in Education Research: A Practical Guide	DCC	Undergraduate And Postgraduate Students, Researchers, Teachers and School Leaders	Available Throughout the Year	Dar es salaam	60,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690

AUGUST 2025 COURSES							
S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
1	Monitoring and Evaluation of Development Programmes	DCC	Project Managers, Programme Officers, M&E Officers, Development Practitioners, Government Officials, NGO Staff, Consultants, Researchers, Donors/Funding Agency Staff, Community Development Workers	18th - 21st August 2025	Dar es salaam	1,100,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
2	Practical Approaches in Selected Areas of Commercial Law	DCC	Lawyers in Private Practice, In-House Counsel, Legal Professionals Seeking Career Diversification, Law Firm Associates Looking to Expand their Skill Set, Legal Academics Interested in Applied Skills, Legal Consultants, Lawyers Considering a Transition to Consultancy Roles, Legal Tech Professionals	18 <sup>th</sup> - 20 <sup>th</sup> August 2025	Dar es salaam	250,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
3	Leadership and Its Impact on Academic Performance in Primary and Secondary Schools	SOPAM	Education Officers (District/Municipal and Ward), Academic Officers (District/Municipal) and Heads of School for Primary and Secondary Schools	11 <sup>th</sup> - 14 <sup>th</sup> August 2025	Mbeya	500,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
4	Building High-Performing Teams for Improving Patient Care in Health Facilities	SOPAM	Health Facility Managers, Council Health Management Teams, Local Government and Health Committee Representatives, Policy Makers and Planners (Ministry of Health, Local Authorities)	29 <sup>th</sup> July – 1 <sup>st</sup> August 2025	Dodoma	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
5	Strategic Leadership and Management Techniques for Improving Organization Performance	SOPAM	Directors, Managers, Administrators, Heads of Departments/Units, Administrative Officers, Human Resource Officers, and Supervisors	11 <sup>th</sup> - 14 <sup>th</sup> August 2025	Arusha	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
6	Effective Human Resource Practices and Employee Engagement Strategies for Improving Performance.	SOPAM	Director, Managers, Heads of Departments/Units, Human Resource Officers, Administrative Officers, Operation Officers, and Supervisors	17 <sup>th</sup> - 22 <sup>nd</sup> August 2025	Morogoro	900,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
7	Participatory Leadership and Effective Management of Primary Health Facilities	SOPAM	Health Facility Managers, Council Health Management Teams, Local Government and Health Committee Representatives, Policy Makers and Planners, Ministry of Health, Local Authorities	12 <sup>th</sup> - 15 <sup>th</sup> August 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
8	Human Resources for Health Information System (HRHIS)	DICT	Health Service Providers	25 <sup>th</sup> - 29 <sup>th</sup> August 2025	Morogoro	850,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
9	Office And Records Management for Quality Service Delivery	DICT	Record Managers, Human Resources Officers, Health Secretaries, and Office Attendants	11 <sup>th</sup> - 15 <sup>th</sup> August 2025	Morogoro	750,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
10	The Use of AI /SPSS in Data Analysis	DICT	Statisticians and Researchers	25 <sup>th</sup> - 29 <sup>th</sup> August 2025	Morogoro	900,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
12	Managing Government Website Content Management Systems	DICT	Public Relations Officers (PRO), ICT Officers (ICTO), Corporate Marketing Officers, Multimedia Officers, and Officers Responsible in Creation, Preparation and Managing CMS Contents	21 <sup>st</sup> - 25 <sup>th</sup> August 2025	Morogoro	800,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
13	Open Journal Publishing Systems (OJS) to Reviewers, Authors and Editorial Team	DICT	Authors, Academicians, Reviewers, Editorial Board Members, Journal Managers	13 <sup>th</sup> - 15 <sup>th</sup> August 2025	Morogoro	600,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
14	Practical Training on the e-Office System, the Government Mailing System (GMS), and Compliance with ICT Laws, Regulations, Rules, and Guidelines in the Public Service	DICT	ICT Officers, Registry Staff, Office Secretaries, Accountants, and Internal Auditors	4 <sup>th</sup> - 9 <sup>th</sup> August 2025	Morogoro	700,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
15	Social media & The Law: Navigating Content Creation Without Legal Pitfalls	FOL	Public Relations Officers, Marketing Managers, Social Media Managers, Online Content Creators, and Social Media Influencers	20 <sup>th</sup> – 22 <sup>nd</sup> August 2025	Dar es salaam	800,000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a> 0652 989 692
16	ISO Certification: A Practical Guide to Compliance	FST	Quality Managers, Assurance Professionals, Operation Managers and Practitioners	24 <sup>th</sup> -28 <sup>th</sup> August 2025	Morogoro	700,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
17	Total Quality Management and Productivity	FST	Production Supervisors, Senior and Middle Level Managers, Machine Operators, Small Business Owners, and Entrepreneurs	5 <sup>th</sup> - 9 <sup>th</sup> August 2025	Morogoro	700,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
18	Quantitative Data Analysis Using SPSS	FST	Researchers in Academic and Non-academic Organizations	11 <sup>th</sup> -15 <sup>th</sup> August 2025	Morogoro	450,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
19	AI for HR Solutions: Strategic and Practical Approaches to Modern Workforce Management	FST	Directors, Line Managers, Heads of Sections, Human Resource Officers, Administrative Officers, Supervisors, and Employees Dealing with Human Resource Functions in Organizations	11 <sup>th</sup> -15 <sup>th</sup> August 2025	Morogoro	600,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
20	Electronic Records Management and Cybersecurity for Professionals	FST	Executive Assistants, Personal Secretaries and Registry Clerks in Public, Private, and Third-sector (NGOs/Civil Societies)	12 <sup>th</sup> -16 <sup>th</sup> August 2025	Morogoro	800,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
21	Understanding the Influence of Personality in the Work Settings	FSS	HR Professionals and Managers, Team Leaders and Supervisors, Employees Interested in Self-improvement and Career Growth and Organizations Aiming to Enhance Team Dynamics and Productivity	21 <sup>st</sup> – 27 <sup>th</sup> August 2025	Morogoro	800,000/= per participant (or 650,000 per participant for two or more participants coming from the same organization)	<a href="mailto:augustino.mwakifuna@mu.ac.tz">augustino.mwakifuna@mu.ac.tz</a> 0742 497 866
22	Reliability and Asset Management	FST	Maintenance Managers and Supervisors, Systems Reliability Professionals, Operations Managers, Maintenance Personnel, Plant Engineers, Production Managers, Asset Management Professionals, Technical Managers, Project Managers and Engineers	4 <sup>th</sup> - 8 <sup>th</sup> August 2025	Morogoro	700,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
23	Chinese Language and Culture	MCC	Students	20 <sup>th</sup> - 22 <sup>nd</sup> August 2025	Mbeya	150,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
24	Financial Modelling and Data Analytics for Decision-Making	MCC	Financial Analysts and Accountants, Investment and Portfolio Managers, Business and Data Analysts, Corporate Executives and Decision-Makers, Risk and Compliance Officers, Economists and Policy Makers, Academicians and Researchers	6 <sup>th</sup> - 8 <sup>th</sup> August 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885

SEPTEMBER 2025 COURSES							
S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
1	Hospital and Health Facility Planning and Management in the Public and Private Sectors	SOPAM	Hospital Management Teams (HMTs), Health Facility Managers, Healthcare Administrators, Health Accountants, Health Planners, Health Secretaries, and Council Health Management Team Members.	3 <sup>rd</sup> - 7 <sup>th</sup> September 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
2	Building Effective Quality Improvement Teams in Health Facilities	SOPAM	Healthcare Facility Managers, Quality Improvement Coordinators/Officers, Doctors, Nurses, Clinical Officers, Quality Improvement Team Members, Health System Administrators and Policy Makers	2 <sup>nd</sup> – 4 <sup>th</sup> September 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
3	Personnel Economics for Health Managers	SOPAM	Council Health Management Teams, Local Government and Health Committee Representatives, Healthcare Managers and Administrators, Human Resource (HR) Managers in Healthcare, Health Policy Makers and Government Officials, Clinical Managers and Department Heads, Health Economists and Researchers, Consultants and Advisors in Healthcare Management	1 <sup>st</sup> – 3 <sup>rd</sup> September 2025	Dar es salaam	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a>  0769 519 192
4	Management Of Office, Records and Registry Procedures for Improved Service Delivery	SOPAM	Personal Secretaries, Office Supervisors, Office Management Officers, Records Officers, Assistant Records Officers, Human Resource Officers, Administrative Officers, Registry Clerks, Office Attendants, Receptionists, Office Assistants, Managers, and Supervisors	24 <sup>th</sup> - 26 <sup>th</sup> September 2025	Morogoro	900,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a>  0769 519 192
5	Public-Private Partnership for Sustainable Development in LGAs	SOPAM	Private Entities, Head of Departments, Local Government Officials, Policy Makers in Public Administration, Auditors, Revenue Officers, and Treasurers in LGAs	24 <sup>th</sup> - 26 <sup>th</sup> September 2025	Dodoma	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
6	Mastering Stress Management and Building Resilience in Dispute Resolution	SOPAM	Directors, Managers, Administrators, Heads of Departments/Units, Administrative Officers, Human Resource Officers, and Supervisors	24 <sup>th</sup> -28 <sup>th</sup> September 2025	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
7	Bridging The Digital Divide On E-Resource Utilization with Subject-Based Information Gateways (SBIGS) in Education	DLS	Library Staff Information Professionals, Researchers, Postgraduate Students and other Interested Individuals	2 <sup>nd</sup> - 5 <sup>th</sup> September 2025	Morogoro	600,000/=	<a href="mailto:elizabeth.sulle @mu.ac.tz">elizabeth.sulle @mu.ac.tz</a>  0716 211 933
8	Mastering Meetings: How to Plan, Manage, and Write Effective Minutes	FOL	Secretaries and Members of Secretariat of all Organizational Meetings, Board Secretaries, Corporate Legal Officers and Human Resource Officers who Handle Secretariat Affairs	23 <sup>rd</sup> -25 <sup>th</sup> September 2025	Morogoro	800,000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a>  0652 989 692
9	Mastering Legal Research: Practical Skills for Master and PhD Students	FOL	Master and PhD Students in Law Programmes from any University	23 <sup>rd</sup> -25 <sup>th</sup> September 2025	Dar es Salaam	300,000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a>  0652 989 692
10	Land Battles & Co-Ownership: Smart Strategies for Dispute Prevention	FOL	Members and Officers of all Land Courts, Urban Land Officers, Village Land Officers, Legal Officers, Legal Practitioners, Land Owners, Real Estate Agents, Real Estate Developers, Homeowners, Real Estate Consultants, Land Registration Officers, Investors, Trainers in Higher Learning Institutions, Business Persons, and Private Citizens	17 <sup>th</sup> – 19 <sup>th</sup> September 2025	Morogoro	800,000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a>  0652 989 692
11	Medical Ethics & Law in Tanzania: A Practical Guide for Healthcare Professionals	FOL	Health Workers: Medical Practitioners, Dentists, Nurses and Midwives	16 <sup>th</sup> – 19 <sup>th</sup> September 2025	Arusha	600,000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a>  0652 989 692
12	Procurement of PPP Projects	SOB	Director, Managers, Administrators, Heads of Departments/ Units, Administrative Officers	17 <sup>th</sup> - 19 <sup>th</sup> September 2025	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a>  0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
13	Scaling business and Managing Digital Platforms	SOB	Small and Medium Business Owners, Marketing Professionals and Entrepreneurs	15 <sup>th</sup> - 18 <sup>th</sup> September 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
14	Digital Marketing Mastery and Boosting Business Performance in the Digital Age	SOB	Small Business Owner, Marketing Professionals and Entrepreneurs	29 <sup>th</sup> September-30 <sup>th</sup> October 2025	Online	400,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
15	Financial Management for the Public-Private Partnership Projects	SOB	Financial Manager, Directors of Finance, Accounting Officers and other Interested Parties	1 <sup>st</sup> - 5 <sup>th</sup> September 2025	Morogoro	800,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
16	Fundamentals of Risk Management and Development of an Institutional Risk Management Framework and Risk Register	SOB	Directors, Managers, Administrators, Head of Departments/ Units, and Administrative Officers	15 <sup>th</sup> - 19 <sup>th</sup> September 2025	Morogoro	700,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
17	Emotional Intelligence in the Work Settings: How to Deal with Difficult Customers	FSS	HR Professionals and Managers, Team Leaders and Supervisors, Employees Interested in Self-improvement and Career Growth, and Organizations Aiming to Enhance Team Dynamics and Productivity	15 <sup>th</sup> – 17 <sup>th</sup> September 2025	Morogoro	800,000/= per participant (or 650,000 per participant for two or more participants coming from the same organization)	<a href="mailto:augustino.mwakifuna@mu.ac.tz">augustino.mwakifuna@mu.ac.tz</a> 0742 497 866
18	Introduction to Computers	MCC	MU Students and Non-MU Students	3 <sup>rd</sup> -5 <sup>th</sup> September 2025	Mbeya	60,000/= for MU Students & 120,000/= for Non-MU students	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714036 885
19	Risk Management and Internal Control in Accounting and Finance	MCC	Tax Authorities and Government Revenue Officers, Policy Makers and Regulators, Public Finance and Treasury Officials, Customs and Excise Officers, Corporate Tax Managers and Consultants, Compliance and Audit Professionals	17 <sup>th</sup> - 19 <sup>th</sup> September 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885



S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
20	Advanced Microsoft Excel	DICT	Accountants, Human Resources Officers, and Managers	8 <sup>th</sup> - 12 <sup>th</sup> September 2025	Morogoro	850,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
21	Financial Management Essentials: The Key to Business Success	DCC	Small Business Owners, Entrepreneurs, Startup Founders, Non-financial Managers, Heads of Departments, Team Leaders, Individuals Considering Starting a Business, Freelancers, Self-employed Professionals, and Anyone Seeking a Better Understanding of Business Finances	9 <sup>th</sup> -12 <sup>th</sup> September 2025	Dar es salaam	500,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
22	Statistical Learning with R	FST	Researchers, Data Analysts, and Policymakers	23 <sup>rd</sup> - 26 <sup>th</sup> September 2025	Morogoro	600,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
23	Research Methodology and Statistical Data Analysis	FST	Researchers in Academic and Non- academic Organizations	15 <sup>th</sup> -19 <sup>th</sup> September 2025	Morogoro	600,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
24	Statistical Learning with R	FST	Graduate Students and Postgraduate Students	23 <sup>rd</sup> - 26 <sup>th</sup> September 2025	Morogoro	200,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
25	Bridging Digital Divide in E-resource Utilization with Subject Based Information Gateways (SBIGS) in Education	DLS	Library Staff Information Professionals, Researchers, Postgraduate Students and Other Interested Individuals	23 <sup>rd</sup> - 25 <sup>th</sup> September 2025	Morogoro	600,000/=	<a href="mailto:elizabeth.sulle@mu.ac.tz">elizabeth.sulle@mu.ac.tz</a> 0716 211 933

**OCTOBER 2025 COURSES**

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
1	Revenue Collection and Tax Compliance Strategies for Governments	MCC	Tax Authorities and Revenue Officers, Government Finance and Treasury Officials, Policy Makers and Regulators, Customs and Excise Officers, Corporate Tax Managers and Consultants, Compliance and Audit Professionals	1st - 3rd October 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
2	Deployment of Open Educational Resources, Organization, and Artificial Intelligence in the Training Institutions	DLS	Library Staff Information Professional, Researchers, Postgraduate Students and Other Interested Individuals	27 <sup>th</sup> – 31 <sup>st</sup> October 2025	Morogoro	600,000/=	<a href="mailto:elizabeth.sulle@mu.ac.tz">elizabeth.sulle@mu.ac.tz</a> 0716 211 933
3	Capacity Building: Leadership for Lower-level Leaders	SOPAM	Village Chairpersons, Village Executive Officers, Ward Executive Officers, and Councillors	21 <sup>st</sup> - 26 <sup>th</sup> October 2025	Iringa	750,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769 519 192
4	Governance, Leadership and Customer Care Management for Healthcare Employees	SOPAM	Directors, Health Managers, Health Administrators, Heads of Departments/Units, Health Secretaries, Medical Officers in Charge, DMOs, Health Employees and Other Individuals Interested with the Course	13 <sup>th</sup> – 17 <sup>th</sup> October 2025	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769 519 192
5	Scientific Research Write-Up for Postgraduates and Academics	SOPAM	Postgraduate Students (Master, PhD Students), Academic Researchers, Research Assistants, Research Coordinators/Managers, Academic Editors and Peer Reviewers	22 <sup>nd</sup> - 24 <sup>th</sup> October 2025	Dar es salaam	600,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769 519 192
6	Developing and Evaluating Healthcare Operational Plans	SOPAM	Managers and Supervisors, Council Health Management Teams, Local Government and Health Committee Representatives, Program Coordinators/Project Managers, Healthcare Administrators and Facility Managers, Government and Policy Officers, Non-profit Organization Managers, Consultants and Trainers	6 <sup>th</sup> – 8 <sup>th</sup> October 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
7	Healthcare Resource Mobilization and Financial Management	SOPAM	Healthcare Administrators and Managers, Hospital and Clinic Financial Officers, Public Health Officials and Policy Makers, Non-Governmental Organizations (NGOs) and Donor Representatives, Healthcare Project Managers, Healthcare Supply Chain Managers, Healthcare Financial Analysts, Healthcare Consultants, Healthcare Entrepreneurs and Startups, Healthcare Economists, Human Resources, and Workforce Development Managers	1 <sup>st</sup> – 3 <sup>rd</sup> October 2025	Dodoma	600 000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
8	Human Resource Information System (HRIS)	DICT	Human Resource Officers	6 <sup>th</sup> - 10 <sup>th</sup> October 2025	Morogoro	600,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a> 0716 392 304
9	Cisco Certified Network Associate (CCNA)	DICT	Network Engineers, Network Administrators	11 <sup>th</sup> - 22 <sup>nd</sup> October 2025	Morogoro	850,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a> 0716 392 304
10	Cisco Certified Network Associate (CCNA)	DICT	Network Engineers and Network Administrators	13 <sup>th</sup> - 24 <sup>th</sup> October 2025	Morogoro	850,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a> 0716 392 304
11	System/Application Hosting	DICT	System Administrators, IT Students, Graduates and Other Interested Individuals	20 <sup>th</sup> - 24 <sup>th</sup> October 2025	Morogoro	800,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a> 0716 392 304
12	Public Procurement Processes and Management	SOB	Director, Managers, Administrators, Heads of Departments/ Units, Administrative Officers	8 <sup>th</sup> - 10 <sup>th</sup> October 2025	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
13	Contract and Procurement Audit	SOB	Director, Managers, Administrators, Heads of Departments/ Units, Administrative Officers	15 <sup>th</sup> -17 <sup>th</sup> October 2025	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
14	Logistics & Supply Chain Finance	SOB	Director, Managers, Administrators, Heads of Departments/ Units, Administrative Officers	1 <sup>st</sup> - 3 <sup>rd</sup> October 2025	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
15	Procurement of Consultancy Services	SOB	Director, Managers, Administrators, Heads of departments/ Units and Administrative Officers	29 <sup>th</sup> – 31 <sup>st</sup> October 2025	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
16	Customer Excellence in Service Delivery and Management	SOB	Frontline Customer Service Staff, Customer Relations Officers and Executives, Supervisors and Managers in Service-Based	27 <sup>th</sup> - 30 <sup>th</sup> October 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
			Industries, NGO and Non-profit Program Officers, Private and Public Service Providers				
17	Project Risk Management, Including Risk Register Implementation and Action Plan	SOB	Project Coordinators, Project Managers and Heads of Planning Units and Other Interested Persons	20 <sup>th</sup> - 23 <sup>th</sup> October 2025	Morogoro	700,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
18	Risk Management Reporting and Reviewing Framework and Registers, and Development of Risk Mitigation of Action Plans	SOB	Directors, Managers, Administrators, Heads of Departments/ Units and Administrative Officers	21 <sup>st</sup> - 23 <sup>rd</sup> October 2025	Morogoro	500,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
19	Career Development and Counselling Training	FSS	HR Professionals and Managers, Team Leaders Involved in Employee Development, and Individuals Seeking for Career Growth and Planning Strategies	15 <sup>th</sup> – 17 <sup>th</sup> October 2025	Morogoro	800,000/= per participant (650,000/= per participant for two or more participants coming from the same organization)	<a href="mailto:augustino.mwaki@mu.ac.tz">augustino.mwaki@mu.ac.tz</a> 0742 497 866
20	Qualitative Data Analysis Using Atlas Ti	FST	Researchers in Academic and Non-academic Organizations	13 <sup>th</sup> -17 <sup>th</sup> October 2025	Morogoro	600,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
21	Grant financing strategies for SMEs and NGOs	MCC	SME Owners/Managers, Ngo Leaders/Directors, Grant Writers, Project Coordinators, and Development Officers	29th -31st October 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
22	Cryptocurrency, Blockchain, and Taxation	MCC	Tax Consultants and Regulators, Blockchain and Crypto Investors, Financial and Accounting Professionals, Legal and Compliance Officers, FinTech and Banking Professionals and Government Policy Makers	22nd - 24th October 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
23	Library Bibliographic Research Skills	DLS	Undergraduate Students, Graduate Students, Researchers, Academics, Librarians (Seeking for Professional Development), Journalists, Writers, Persons Needing to Conduct In-depth Research, Individuals Pursuing Further Education, and Research Assistants	21 <sup>st</sup> - 24th October 2025	Dar es salaam	500,000/=	<a href="mailto:elizabeth.sulle@mu.ac.tz">elizabeth.sulle@mu.ac.tz</a> 0716 211 933

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
24	Digital Marketing Mastery and Boosting Business Performance in the Digital Age	SOB	Small Business Owners, Marketing Professionals, and Entrepreneurs	7th - 9th October 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
25	Leading with Insight: Harnessing Emotional Intelligence and Personality Dynamics for Transformative Higher Learning Leadership	FSS	Higher Learning Institution Leaders (Vice Chancellors, Principals, and Rectors)	2 <sup>nd</sup> - 4 <sup>th</sup> October 2025	Arusha	1,200,000/= per participant (or 1,000,000 per participant for two or more participants coming from the same organization)	<a href="mailto:augustino.mwaki@mu.ac.tz">augustino.mwaki@mu.ac.tz</a> 0742497866

### NOVEMBER 2025 COURSES

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
1	Digital Transformation in Local Governance	SOPAM	Local Government Officials, Urban Planners, IT Managers, Policy Makers in Public Administration	10 <sup>th</sup> - 14 <sup>th</sup> November 2025	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
2	Writing a Publishable Paper from Research Reports	DLS	Researchers, Master and PhD Students	3 <sup>rd</sup> - 6 <sup>th</sup> November 2025	Morogoro	100,000/=	<a href="mailto:elizabeth.sulle @mu.ac.tz">elizabeth.sulle @mu.ac.tz</a> 0716 211 933
3	System/Application Hosting	DICT	System Administrators, IT Students and Graduates, and Other Interested Persons	3 <sup>rd</sup> - 7 <sup>th</sup> November 2025	Morogoro	800,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a> 0716 392 304
4	Scientific Research Write-up for Postgraduates and Academics	SOB	Postgraduate Students, Academic Researchers, Research Assistants, Research Coordinators/Managers, Academic Editors and Peer Reviewers	11 <sup>th</sup> -13 <sup>th</sup> November 2025	Morogoro	600,000/=	<a href="mailto:robinson.inyom a@mu.ac.tz">robinson.inyom a@mu.ac.tz</a> 0764340690
5	Fundamentals For Revenue Management: The Revenue Strategy Foundation for Project Sustainability	SOB	Project Coordinators, Project Managers, Heads of Planning Units and Other Interested Persons	17 <sup>th</sup> -18 <sup>th</sup> November 2025	Morogoro	750,000/=	<a href="mailto:robinson.inyom a@mu.ac.tz">robinson.inyom a@mu.ac.tz</a> 0764340690
6	Introduction to STATA	FST	Graduate Students and Postgraduate Students	21 <sup>st</sup> - 24 <sup>th</sup> November 2025	Morogoro	200,000/=	<a href="mailto:irene.isibika@ mu.ac.tz">irene.isibika@ mu.ac.tz</a> 0712136548
7	Introduction to STATA	FST	Researchers, Data Analysts, and Policymakers	21 <sup>st</sup> - 24 <sup>th</sup> November 2025	Morogoro	600,000/=	<a href="mailto:irene.isibika@ mu.ac.tz">irene.isibika@ mu.ac.tz</a> 0712136548
8	Financial Management	MCC	Business Managers, Financial Analysts, Accountants, Entrepreneurs, Project Managers, Non-Financial Managers	19 <sup>th</sup> - 21 <sup>st</sup> November 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu @mu.ac.tz">vicent.mtavangu @mu.ac.tz</a> 0714 036 885
9	Environmental, Social, and Governance (ESG) Accounting	MCC	Accountants and Auditors, Sustainability and ESG Professionals, Corporate Executives and Board Members, Investors and Financial Analysts, Risk and Compliance Officers, Policymakers and Regulators	5 <sup>th</sup> -7 <sup>th</sup> November 2025	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu @mu.ac.tz">vicent.mtavangu @mu.ac.tz</a> 0714 036 885
10	Building Healthy Communities: Health Promotion for Primary Care Managers	SOPAM	Health Secretaries, Council Health Management Team, Health Managers from Private and Non-governmental Organizations Human Resources Managers	24 <sup>th</sup> - 28 <sup>th</sup> November 2025	Dodoma	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
11	Resilience and Critical Thinking: Thriving in the Workplace	DCC	Employees at All Levels, Managers, Supervisors, Team Leaders, Project Managers, Individuals in High-Pressure Roles, Individuals Facing Significant Workplace Challenges, Persons Seeking for Professional Development, Individuals Aiming for Leadership Positions, Teams Looking to Enhance Problem-Solving Skills, Individuals Wanting to Improve their Adaptability	19 <sup>th</sup> - 20 <sup>th</sup> November 2025	Dar es salaam	350,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
12	Project Management: Mastering the Art of Successful Project Execution	DCC	Project Manager Aspirants, Team Members in Projects, New Members to the Project Management, Professionals Seeking for Project Management Skills, Career Changers Interested in Project Management, Small Business Owners, Administrators and Coordinators, Students of Business or Related Fields, and Others Wanting to Understand Project Management Basics	29 <sup>th</sup> November 2025	Dar es salaam	600,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
13	Presentation Skills for Government Officials	DCC	Business Leaders and Executives, Government Officials and Policymakers, Non-profit Organization Leaders, Technology Consultants, Innovation Managers, Entrepreneurs, Data Scientists and Analysts, IT Professionals, Researchers and Academics, Legal and Ethical Professionals, Human Resources Professionals, Social Impact Investors, Citizen Advocates and Community Leaders	25 <sup>th</sup> -26 <sup>th</sup> November 2025	Dar es salaam	350,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
14	Basic Health Facility Leadership and Management	SOPAM	Health Facility Managers Council Health Management Teams, Local Government and Health Committee Representatives, Policymakers and Planners, Ministry of Health, Local Authorities	17 <sup>th</sup> -21 <sup>st</sup> November 2025	Iringa	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
15	Making a Difference: Monitoring and Evaluation for Effective Programs	SOPAM	Council Health Management Teams, Local Government and Health Committee Representatives, Program Managers and Administrators, Monitoring and Evaluation Officers, Policy Makers and Government Officials, Public Health Professionals, Health Researchers and Consultants, Field Staff (Health Workers, Community Mobilizers)	3 <sup>rd</sup> - 7 <sup>th</sup> November 2025	Dodoma	600,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769519 192
16	Decision Making Strategies for Decision Makers/Officers in Public and Private Organisations	SOPAM	Director, Managers, Heads of Departments/Units, Human Resource Officers, Administrative Officers, Operation Officers, Supervisors in Public, Private and NGOs	24 <sup>th</sup> – 28 <sup>th</sup> November 2025	Morogoro	900,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769519 192



### DECEMBER 2025 COURSES

S/N	Course Title		Attendees	Duration	Location	Fee (TSH)	Contact
1	Transformative Leadership in Local Government Authorities	SOPAM	Councillors, Ward Executives, Village Executives, Ethics Officers, Local Government Administrators, Head of Departments, Units, Policymakers in Public Administration and Treasurers in LGA's	6 <sup>th</sup> -10 <sup>th</sup> December 2025	Morogoro	650,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769519 192
2	The Use of Monitoring and Evaluation for Quality and Programme Improvement in the Health Sector	SOPAM	Healthcare Program Managers and Coordinators, Healthcare Administrators, Public Health Officials, Monitoring and Evaluation Specialists, Healthcare Quality Improvement (QI) Officers, Non-governmental Organization (NGO) Health Program Staff, Health Researchers and Academics, Policy Makers and Health Planners, Healthcare Project Managers, Health Information Systems (HIS) Managers, Community Health Workers and Field Officers, Healthcare Donors and Funders	9 <sup>th</sup> – 12 <sup>th</sup> December 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a>  0769 519 192
3	Basic Linux System Administration	DICT	System Administrators, IT Students and Graduates, and Other Interested Persons	8 <sup>th</sup> - 12 <sup>th</sup> December 2025	Morogoro	800,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a>  0716 392 304
4	System/Application Hosting	DICT	System Administrators, IT Students, Graduates, and Others who are Interested with the Course	5 <sup>th</sup> - 9 <sup>th</sup> December 2025	Morogoro	800,000/=	<a href="mailto:alexander.benedi cto@mu.ac.tz">alexander.benedi cto@mu.ac.tz</a>  0716 392 304
5	Enhancing Data Management with Integration of GIS & Remote Sensing	IDS	Agricultural Officers, Soil Scientist, Environmental Management Officers, Environmental Health Officers, Statisticians, Engineers, Researchers, and Students	8 <sup>th</sup> - 16 <sup>th</sup> December 2025	Morogoro	600,000/=	<a href="mailto:elihaika.joseph @mu.ac.tz">elihaika.joseph @mu.ac.tz</a> 0715930025
6	Sustainable Management of Agro-pesticides and Disposal of Used Container Wastes	IDS	Agricultural Extension Officers, Environmental Management Officers, Environmental Health Officers, Farmers, Ward Executive Officers, and Other Individuals who Want to Build on their Knowledge on Hazardous Waste Management Especially Fertilizer and Pesticide Wastes	1 <sup>st</sup> - 5 <sup>th</sup> December 2025	Arusha	800,000 per participant (or 650,000 per participant for two or more participants coming from the same organization)	<a href="mailto:elihaika.joseph @mu.ac.tz">elihaika.joseph @mu.ac.tz</a>  0715930025
				15 <sup>th</sup> - 19 <sup>th</sup> December 2025	Mbeya	600,000/=	<a href="mailto:elihaika.joseph @mu.ac.tz">elihaika.joseph @mu.ac.tz</a>  0715930025

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
7	Engagement Planning and Execution Compliant with New IIA's Global Internal Audit Standards (GIAS)	SOB	Directors, Managers, Administrators, Heads of Departments/ Units, and Administrative Officers	22 <sup>nd</sup> - 24 <sup>th</sup> December 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
8	Multivariate, Statistical Analysis, Multivariate Statistical Analysis With R	FST	Graduate Students and Postgraduate Students	1 <sup>st</sup> - 5 <sup>th</sup> December 2025	Morogoro	200,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
9	Multivariate, Statistical Analysis, Multivariate Statistical Analysis with R	FST	Researchers, Data Analysts, and Policymakers	1 <sup>st</sup> - 5 <sup>th</sup> December 2025	Morogoro	600,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
10	Innovate & Engage: Mastering the art of content creation	FST	University Students and General Public	8 <sup>th</sup> -9 <sup>th</sup> December 2025	Morogoro	80,000/= for students & 100,000/= for general public	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
11	Scholarship and Business Opportunities in China	MCC	Business Managers and Entrepreneurs	10 <sup>th</sup> - 12 <sup>th</sup> December 2025	Mbeya	150,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
12	Legal Framework for Climate Change and Carbon Market Contracts	MCC	Environmental Officers, Local Government Authorities and Advocates	29 <sup>th</sup> - 31 <sup>st</sup> December 2025	Mbeya	800,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
13	Scientific Research Write-Up for Postgraduates and Academics	SOPAM	Postgraduate Students, Researchers and Consultants, Junior Academic Staff, and Individuals Involved in Research Projects	8 <sup>th</sup> -12 <sup>th</sup> December 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
14	Leadership and Its Impact on Academic Performance in Primary and Secondary Schools	SOPAM	Education Officers (District/municipal and Ward), Academic Officers (District/municipal) and Heads of school for Primary and Secondary Schools.	9 <sup>th</sup> - 12 <sup>th</sup> December 2025	Mwanza	500,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
15	Health Promotion and Social Behavioural Change at Workplace: Managing Local Government: Opportunities and Challenges Leadership and Its Impact on Academic Performance in Primary and Secondary Schools	SOPAM	Health Secretaries, Council Health Management Team, Health Managers From Private And Non-Governmental Organizations, Human Resources Managers from Both Public and Private Sector, Executive Directors, Head Of Departments, City Managers, Units, Local Government Officials, Policy Makers In Public Administration And Treasurers In LGA's, Executive Directors, Head of Departments, City Managers, Units, Local Government Officials, Policy Makers in Public Administration And Treasurers in LGA's, Education Officers (District/Municipal And Ward), Academic Officers (District/Municipal) And Heads of School for Primary and Secondary Schools	9 <sup>th</sup> - 12 <sup>th</sup> December 2025	Mwanza	500,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
16	Fast Track to English Fluency: Fundamentals of the English Language	DCC	Beginner English Language Learners, Individuals with Limited or no Prior English Knowledge, Students Preparing for Further English Language Studies, Professionals Seeking for Basic English Communication Skills, Individuals Migrating to English-Speaking Countries, Persons Desiring to Learn Quick Introduction to Fundamental English Language Skills, Individuals who Have Previously Struggled with English Learning, Travelers Seeking for Basic English for Communication Knowledge, Individuals Needing English for Personal Enrichment, those who Prefer a Fast-Paced Learning Approach	1 <sup>st</sup> - 4 <sup>th</sup> December 2025	Dar es salaam	550,000/=	<a href="mailto:darlene.mutalem wa@mu.ac.tz">darlene.mutalem wa@mu.ac.tz</a> 0764340690
17	Mastering Digital Marketing to Accelerate Business	SOB	Social Media Managers and Content Creators, Marketing and Sales Professionals, Small Business Owners and	8 <sup>th</sup> - 12 <sup>th</sup> December 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
	Performance		Entrepreneurs, Corporate Communications and Brand Managers				
18	Advanced Microsoft Office Applications	FSS	College and University Students who Pursue Certificate, Diploma, Bachelor and Postgraduate Programmes	8 <sup>th</sup> -12 <sup>th</sup> December 2025	Morogoro	50,000/=	<a href="mailto:augustino.mwakifuna@mu.ac.tz">augustino.mwakifuna@mu.ac.tz</a> 0742 497 866
19	Corruption and Corruption Control in Public Sector: Quarterly Reporting and Development of Institutional Anti-Corruption Strategy and Action Plans	FOL	NACSAP IV Special Management Committee Members; Integrity Committee Members from Public and Private Institutions; Institutional Legal Officers; Internal Auditors; and Risk Management Coordinators; Anti-Corruption Practitioners and Scholars; and Other Interested Members	28 <sup>th</sup> - 30 <sup>th</sup> December 2025	Morogoro	800,000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a> 0652 989 692
20	From Research to Recognition: Writing a Publishable Paper	DCC	Postgraduate Students, Early Career Researchers, University Lecturers and Academic Staff, Research Assistants, Final Year Undergraduate Students Working on Dissertations, Public Health and Social Science Professionals Involved in Research, NGO and Project Staff Producing Technical Reports or Manuscripts	6 <sup>th</sup> December 2025	Dar es salaam	60,000/=	<a href="mailto:darlene.mutalembwa@mu.ac.tz">darlene.mutalembwa@mu.ac.tz</a> 0764340690

### JANUARY 2026 COURSES

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
1	Logistics and Supply Chain Optimization	SOB	Director, Managers, Administrators, Heads of Departments/ Units, Administrative Officers	12 <sup>th</sup> - 14 <sup>th</sup> January 2026	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
2	Audit Query Management: Developing and Maintaining Audit Query Register	SOB	Directors, managers, Administrators, Heads of Departments/ Units, Administrative Officers	20 <sup>th</sup> -22 <sup>nd</sup> January 2026	Morogoro	700,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
3	Risk Intelligence: Advanced Training for Board of Directors on Risk Management	SOB	Directors, Managers, Administrators, Heads of Departments/ Units, Administrative Officers	21 <sup>st</sup> -23 <sup>rd</sup> January 2026	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
4	Statistical Learning with STATA	FST	Graduate Students and Postgraduate Students	12 <sup>th</sup> -15 <sup>th</sup> January 2026	Morogoro	200,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
5	Statistical Learning with STATA	FST	Researchers, Data Analysts, and Policymakers	12 <sup>th</sup> -15 <sup>th</sup> January 2026	Morogoro	600,000/=	<a href="mailto:irene.isibika@mu.ac.tz">irene.isibika@mu.ac.tz</a> 0712136548
6	Forensic Accounting and Fraud Detection	MCC	Academicians and Research, Legal Professionals, Corporate Executives and Business Owners, Banking and Financial Sector Professionals, Law Enforcement and Regulatory Bodies, Risk and Compliance Officers, Accountants and Auditors	28 <sup>th</sup> – 30 <sup>th</sup> January 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
7	Government Accounting and Public Financial Management (PFM)	MCC	Government Accountants and Auditors, Public Finance Officers, Budget and Treasury Officials, Policy Makers and Regulators, and Local Government Finance Officers	7 <sup>th</sup> - 9 <sup>th</sup> January 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
8	Server Virtualization	DICT	System Administrators, IT Students and Graduates, and Other who are Interested to the Course	19 <sup>th</sup> - 23 <sup>rd</sup> January 2025	Morogoro	800,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
9	System/Application Hosting	DICT	System Administrators, IT Students and Graduates	6 <sup>th</sup> - 9 <sup>th</sup> January 2026	Morogoro	800,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
10	Effective Health Commodity Management & Logistics in Primary Health Facilities	SOPAM	Health Facility Managers, Pharmacy Managers and Staff, Logistics and Supply Chain Managers, Procurement Officers, Primary Healthcare Workers (Nurses, Doctors, etc.) Health Policy Makers and Administrators, Council Health Management Teams, Local Government and Health Committee Representatives	12 <sup>th</sup> - 16 <sup>th</sup> January 2026	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
11	Mastering Stress Management and Building Resilience in Dispute Resolution	SOPAM	Directors, Managers, Administrators, Heads of Departments/Units, Administrative Officers, Human Resource Officers and Supervisors.	26 <sup>th</sup> -30 <sup>th</sup> January 2026	Tanga	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
12	Customer Service Strategies that Attract and Retain Customers for Call Centres	SOPAM	Call Centre Operators, Call Centre Supervisors, Call Centre Managers, Personal Secretaries, Receptionists, Switchboard Operators, Desk Officers, Front Line Officers and Officers Directly Dealing with Customers	5 <sup>th</sup> - 9 <sup>th</sup> January 2026	Tanga	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

**FEBRUARY 2026 COURSES**

<b>S/N</b>	<b>Course Title</b>	<b>Unit</b>	<b>Attendees</b>	<b>Duration</b>	<b>Location</b>	<b>Fee (TSH)</b>	<b>Contact</b>
1	Data Demand and Use for Effective Healthcare Management	SOPAM	Council Health Management Teams, Local Government and Health Committee Representatives, Healthcare Managers and Administrators, Data Analysts and Health Information Systems Professionals, Public Health Professionals and Policymakers, Monitoring and Evaluation (M&E) Officers, Health IT Professionals, Health Facility Managers, Council Health Management Teams, Local Government and Health Committee Representatives, Policy Makers and Planners, Ministry of Health, and Local Authorities	2 <sup>nd</sup> -6 <sup>th</sup> February 2026	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
2	The Emotionally Intelligent Mediator: Mastering Trust and Composure in Conflict Resolution	SOPAM	Directors, Managers, Heads of Departments/Units, Human Resource Officers, Administrative Officers, Operation Officers, Supervisors and Mediators	23 <sup>rd</sup> -27 <sup>th</sup> February 2026	Arusha	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
3	Developing a Healthcare Business Plan	SOPAM	Healthcare Facility Managers, Healthcare Entrepreneurs, Healthcare Investors and Financial Analysts, Public Health Officials and Policymakers, Non-profit Healthcare Organizations and NGOs, Healthcare Consultants, Council Health Management Teams, Local Government and Health Committee Representatives	9 <sup>th</sup> – 13 <sup>th</sup> February 2026	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
4	Effective Communication in Healthcare: Writing, Presenting & Disseminating Reports	SOPAM	Healthcare Administrators and Managers, Medical Professionals, Public Health Officials, Healthcare Researchers and Academics, Quality Improvement and Patient Safety Officers, Healthcare IT Professionals, Pharmaceutical Representatives,	16 <sup>th</sup> – 20 <sup>th</sup> February 2026	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
			Healthcare Policy Makers, Healthcare Communications Professionals, Healthcare Educators and Trainers				
5	Mastering Referencing Software for Academic Activities	DLS	Postgraduate and Researchers	23 <sup>rd</sup> -27 <sup>th</sup> February 2026	Morogoro	200,000/=	<a href="mailto:elizabeth.sulle@mu.ac.tz">elizabeth.sulle@mu.ac.tz</a>  0716 211 933
6	Policy Analysis and advocacy skills for NGOs	DCC	Professionals Advocacy Officers, Policy Analysts within NGOs, Program Managers, Communication Officers Involved in Advocacy, Researchers Working with NGOs, Board Members of NGOs, Civil Society Organization Staff, Development Practitioners, Workers in NGOs, and Individuals Seeking to Work in the NGO Sectors	16 <sup>th</sup> - 20 <sup>th</sup> February 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
7	Consultancy Skills for Lawyers	DCC	Individuals with a Legal Background Seeking for Entrepreneurial Opportunities, Lawyers Working in NGOs or International Organizations, Legal Project Managers, Compliance Officers, Risk Management Professionals with a Legal Background, Mediators and Arbitrators, and Legal Trainers	26 <sup>th</sup> - 27 <sup>th</sup> February 2026	Dar es salaam	250,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
8	Risk-Based Internal Auditing: Developing Risk- Based Internal Audit Plan Compliant with New IIA's Global Internal Audit Standards (GIAS)	SOB	Directors, Managers, Administrators, Heads of Departments/ Units, and Administrative Officers	11 <sup>th</sup> -13 <sup>th</sup> February 2026	Morogoro	700,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a>  0764340690



S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
10	International Taxation and Transfer Pricing	MCC	Tax Consultants and Advisors, Corporate Tax Managers, Government Tax Officials and Regulators, Finance and Accounting Professionals, Multinational Companies' Executives, Legal and Compliance Officers, Academicians and Researchers	11 <sup>th</sup> - 13 <sup>th</sup> February 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
11	International Financial Reporting Standards (IFRS) Updates and Compliance	MCC	Accountants and Financial Professionals, Auditors, Financial Analysts, Finance Managers and Controllers, Business Owners/Entrepreneurs, Students/Recent Graduates in Accounting or Finance	25 <sup>th</sup> – 27 <sup>th</sup> February 2026	Mbeya	750000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
12	Resilience and Critical Thinking: Thriving in the Workplace	DCC	Employees at All Levels, Managers and Supervisors, Team Leaders, Project Managers, Individuals in High-Pressure Roles, Individuals Facing Significant Workplace Challenges, those Seeking for Professional Development, Individuals Aiming for Leadership Positions, Teams Looking to Enhance Problem-Solving Skills, Individuals Wanting to Improve their Adaptability	26 <sup>th</sup> - 27 <sup>th</sup> February 2026	Dar es salaam	350,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
13	A Practical Approach to Legal Advice and Drafting in Selected Areas of Law	DCC	Law Students, Paralegals, Legal Secretaries, Legal Assistants, Entry-Level Legal Professionals, Professionals in Non-Legal Fields Requiring Basic Legal Understanding, Small Business Owners, NGO Staff Involved in Legal Matters, Individuals Seeking to Enhance their Understanding of Legal Processes	27 <sup>th</sup> - 28 <sup>th</sup> February 2026	Dar es salaam	250,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
14	Procurement Knowledge for Non-Procurement Practitioners	DCC	Project Managers, Finance Professionals, Operations Staff, Engineers, Logistics Personnel, Department Heads, Budget Holders, Administrative Staff, Technical Specialists, Anyone Involved in Vendor Selection or Contract Management Outside of the Procurement Department	23 <sup>rd</sup> - 25 <sup>th</sup> February 2026	Dar es Salaam	350,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
15	Impact of the Working Environment on Procurement Activities	SOB	Director, Managers, Administrators, Heads of Departments/ Units, and Administrative Officers	16 <sup>th</sup> - 20 <sup>th</sup> February 2026	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
16	Networking Essentials	DICT	Network Engineers, Network Administrators	23 <sup>rd</sup> -27 <sup>th</sup> February 2026	Morogoro	850,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304

### MARCH 2026 COURSES

S/N	Course Title	UNIT	Who should attend	Duration	Location	Fee (TSH)	
1	Customer Excellence in Service Delivery and Management	SOB	Frontline Customer Service Staff, Customer Relations Officers and Executives, Supervisors and Managers in Service-Based Industries, NGO and Nonprofit Program Officers, Private and Public Service Providers	3 <sup>rd</sup> - 5 <sup>th</sup> March 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a>  0764340690
2	Retirement Planning and Retirement Counselling Training	FSS	Every Individual Worker Ranging from Age 40-60 in Both Public and Private Work Settings	2 <sup>nd</sup> - 11 <sup>th</sup> March 2026	Morogoro	800,000/= per participant (or 650,000/= per participant for two or more participants coming from the same organization)	<a href="mailto:augustino.mwaki@mu.ac.tz">augustino.mwaki@mu.ac.tz</a>  0742 497 866
3	Essential English Communication Skills and the Use of AI in Language	FSS	Secretaries and Management Officers, Human Resource Officers, Communication Officers, Heads of Units/Departments	2 <sup>nd</sup> – 6 <sup>th</sup> March 2026	Morogoro	500,000/=	<a href="mailto:augustino.mwaki@mu.ac.tz">augustino.mwaki@mu.ac.tz</a>  0742 497 866
4	Procedural and Substantive Laws on Handling Labour Disputes by Employers at the Workplace and before the CMA	MCC	Employers, Companies	4 <sup>th</sup> - 6 <sup>th</sup> March 2026	Mbeya	800,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
5	Leveraging Digital Financial Services in Financial Institutions: Transforming the Future of Finance	MCC	Financial Institution Professionals, Technology Officers, Innovation Managers, Product Managers in Fintech, Financial Analysts, Banking and Finance Consultants	4 <sup>th</sup> -6 <sup>th</sup> March 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
6	Effective Leadership in the Public Service	DCC	Aspiring Public Sector Leaders, New Supervisors and Team Leaders in Public Service, Mid-level Public Service Managers, Heads of Departments/Units in Government Agencies, Public Sector Professionals Seeking Advancement, Policy Analysts and Advisors, Project Managers in Public Service, Individuals Transitioning into Leadership Roles in Public Service, Civil Society Leaders Engaging with Government, Public Servants Seeking to Enhance their Leadership Skills	2 <sup>nd</sup> - 6 <sup>th</sup> March 2026	Dar es salaam	850,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
7	Leadership and Governance for NGOs	DCC	NGO Leaders (Executive Directors, CEOs), Board Members/Trustees of NGOs, Senior Management in NGOs, Program Managers, Project Leaders, Heads of Departments, Emerging Leaders Within NGOs, Individuals Aspiring to Leadership Roles in NGOs, Fundraising and Development Managers, Advocacy and Policy Officers, Finance Managers in NGOs	2 <sup>nd</sup> - 6 <sup>th</sup> March 2026	Dar es salaam	850,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
8	Sustainability Strategies for NGOs	DCC	NGO Executives and Board Members, Program Managers, Fundraising and Development Staff, Communications and Marketing Teams, Financial Managers and Analysts, Monitoring and Evaluation (M&E) Professionals, Volunteers and Community Liaisons, Partnerships and Grants Coordinators, Strategic Planning Teams, and Policy Advocacy Professionals	16 <sup>th</sup> – 20 <sup>th</sup> March 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
9	Parliamentary Leadership Skills for Councillors	DCC	Newly Elected Councillors, Returning Councillors Seeking to Enhance Their Leadership Skills, Councillors Holding or Aspiring to Leadership Positions within the Council (e.g. Committee Chairs, Speakers), Councillors from Underrepresented Groups Seeking to Build Confidence and Influence, Councillors Needing to Improve their Understanding of Parliamentary Procedures, Councillors Seeking to Enhance their Communication and Negotiation Skills within the Council, Councillors Aiming to Build Stronger Relationships with Fellow Members and Council Staff, Councillors Interested in More Effective Engagement with the Public and Media,	25 <sup>th</sup> - 27 <sup>th</sup> March 2026	Dar es salaam	300,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
			Councillors Seeking to Improve their Ability to Navigate Political Dynamics within The Council, Councillors who Want to Enhance their Strategic Thinking and Decision Making Abilities in a Parliamentary Context				
10	Generative Artificial Intelligence Essentials for Businesses, Government and Society today	DCC	Business Leaders and Executives, Government Officials and Policymakers, Non-profit Organization Leaders, Technology Consultants, Innovation Managers, Entrepreneurs, Data Scientists and Analysts, IT Professionals, Researchers and Academics, Legal and Ethical Professionals, Marketing and Communication Specialists, Human Resources Professionals, Public Sector Innovators, Social Impact Investors, Citizen Advocates and Community Leaders	25 <sup>th</sup> -26 <sup>th</sup> March 2026	Dar es salaam	350,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a> 0764340690
11	Digital Finance and Financial Technology (FinTech) Innovations	MCC	Bankers and Financial Service Providers, FinTech Entrepreneurs and Startups, Policy Makers and Regulators, IT and Cybersecurity Professionals in Finance, Investors and Venture Capitalists, Accountants and Financial Analysts	17 <sup>th</sup> -20 <sup>th</sup> March 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
12	The Use of AI for HR Decision Making	DICT	Human Resources Officer, Managers	14 <sup>th</sup> - 18 <sup>th</sup> March 2025	Morogoro	1,000,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
13	Managing Local Government: Opportunities and Challenges	SOPAM	Executive directors, Head of Departments, City managers, Units, Local Government Officials, Policymakers in Public Administration and Treasurers in LGA's	23 <sup>rd</sup> - 27 <sup>th</sup> March 2026	Mbeya	800,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
14	Strategic Change Management for Improving Organisational Performance	SOPAM	Director, Managers, Administrators, Heads of Departments/Units, Administrative Officers, and Human Resource Officers, Supervisors	2 <sup>nd</sup> - 6 <sup>th</sup> March, 2026	Morogoro	900,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
15	Health Promotion and Social Behavioural Change at Workplace: Managing Local Government: Opportunities and Challenges Leadership and its Impact on Academic Performance in Primary and Secondary Schools	SOPAM	Health Secretaries, Council Health Management Team, Health Managers From Private and Non-governmental Organizations, Human Resources Managers from Both Public and Private Sector, Executive Directors, Head Of Departments, City Managers, Units, Local Government Officials, Policy Makers in Public Administration And Treasurers in LGA's, Executive Directors, Head of Departments, City Managers, Units, Local Government Officials, Policy Makers In Public Administration and Treasurers In LGA's, Education Officers (District/Municipal and Ward), Academic Officers (District/Municipal) and Heads of School For Primary and Secondary Schools	3 <sup>rd</sup> - 6 <sup>th</sup> March 2025	Morogoro	500,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a>  0769 519 192
16	Procurement and Supply Chain Risk Management	SOB	Director, Managers, Administrators, Heads of departments/ Units, Administrative officers.	2 <sup>nd</sup> - 6 <sup>th</sup> March, 2026	Morogoro	750,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a>  0764340690

#### APRIL 2025 COURSES

S/N	Course Title		Who should attend	Duration	Location	Fee (TSH)	Contact
1	Selecting a Research Title: Key Strategies for Postgraduate Students	DLS	Master and PhD Students, Early-career Researchers, and Academic Staff	6 <sup>th</sup> - 10 <sup>th</sup> April 2026	Morogoro	100,000/=	<a href="mailto:elizabeth.sulle@mu.ac.tz">elizabeth.sulle@mu.ac.tz</a> 0716 211 933
2	Open Journal Publishing Systems (OJS) to Technical Personnels	DICT	Individuals Responsible for Creating, and Managing Journals Including ICT Officers, Journal Managers, and Graphics Designers	13 <sup>th</sup> - 17 <sup>th</sup> April 2026	Morogoro	600,000/=	<a href="mailto:alexander.benedicto@mu.ac.tz">alexander.benedicto@mu.ac.tz</a> 0716 392 304
3	Tax Compliance for SMEs	MCC	SME Owners/Managers, NGO Leaders/Directors, Fundraising Managers, Grant Writers, Project Coordinators, and Development Officers	22 <sup>nd</sup> - 24 <sup>th</sup> April 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
4	Alternative Investments in Financial Assets	MCC	Financial Advisors, Investment Managers, Portfolio Managers, Wealth Managers, High-net-worth Individuals, and Institutional Investors	1 <sup>st</sup> - 3 <sup>rd</sup> April, 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
5	Protocol and Etiquette for Leaders	DCC	Senior Management, Executives, Team Leaders, Project Managers, Government Officials, Diplomats, Public Relations Professionals, Event Organizers, Individuals Aspiring to Leadership Roles, and Anyone Interacting with High Profile Individuals	6 <sup>th</sup> - 10 <sup>th</sup> April 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemta@mu.ac.tz">darlene.mutalemta@mu.ac.tz</a> 0764340690
6	Capacity Strengthening for Women and Youth-led Organisations	DCC	Women-led Organizations, Youth-led Organizations, Organizations Working Primarily with Women, Organizations Working Primarily with Youth, Emerging Women and Youth Leaders within Organizations, Staff and Board Members of Women and Youth-Focused NGOs/CBOs, Individuals Interested in Starting Women or Youth-led Organizations, Local Government or Development Partners Supporting Women and Youth Initiatives	13 <sup>th</sup> - 17 <sup>th</sup> April 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemta@mu.ac.tz">darlene.mutalemta@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
7	Data Driven Advocacy for NGOs	DCC	Advocacy Officers and Managers, Program Managers, Research and Policy Analysts, Communication Officers, Monitoring and Evaluation Staff, Fundraising and Development Teams, NGO Leaders and Directors, Project Coordinators, Field Officers Involved in Data Collection, and Volunteers Actively Involved in Advocacy Efforts	20 <sup>th</sup> - 24 <sup>th</sup> April 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
8	Team Building and Collaboration in the Public Sector	DCC	Public Sector Leaders and Managers, Newly Recruited Public Servants, Interdepartmental Project Teams, Local Government Officials, Public Health and Emergency Response Teams, and Policy Planners	20 <sup>th</sup> - 24 <sup>th</sup> April 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
9	Generative Artificial Intelligence Essentials for Businesses, Government and Society Today	DCC	Business Leaders and Executives, Government Officials and Policymakers, Non-profit Organization Leaders, Technology Consultants, Innovation Managers, Entrepreneurs, Data Scientists and Analysts, IT Professionals, Researchers and Academics, Legal and Ethical Professionals, Marketing and Communication Specialists, Human Resources Professionals, Public Sector Innovators, Social Impact Investors, Citizen Advocates and Community Leaders	16 <sup>th</sup> - 17 <sup>th</sup> April 2026	Dar es salaam	350,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
10	Library Bibliographic Research Skills	DCC	Undergraduate Students, Graduate Students, Researchers, Academics, Librarians (Seeking Professional Development), Information Professionals, Journalists, Writers, Anyone Needing to Conduct In-depth Research, Individuals Pursuing Further Education, and Research Assistants	21 <sup>st</sup> - 24 <sup>th</sup> April 2026	Dar es salaam	500,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690



S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
11	Are you DATA-able? A Practical Course on Data Analysis and Statistics for Beginners	DCC	University Students and Recent Graduates, Early Career Researchers, Monitoring and Evaluation Officers, Program Officers and Project Staff, Public Health Professionals, Development Practitioners, and Beginners with no Prior Experience in Data Analysis	21 <sup>st</sup> -22 <sup>nd</sup> April 2026	Dar es salaam	350,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
12	Health Promotion and Social Behavioural Change at The Workplace	SOPAM	Health Secretaries, Council Health Management Team, Health Managers from Private and Non-Governmental Organizations, Human Resources Managers from both Public and Private Sectors	13 <sup>th</sup> - 17 <sup>th</sup> April 2026	Dodoma	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
13	Nurturing the Power of Woman as a Leader: Training for Women Officers/Employees in Public and Private Sectors	SOPAM	Women Employees/Officers in Public, Private and Third Sector Organizations	7 <sup>th</sup> - 9 <sup>th</sup> April 2026	Morogoro	900,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
14	Strategic Leadership and Management Techniques for Improving Organization Performance	SOPAM	Directors, Managers, Administrators, Heads of Departments/Units, Administrative Officers, Human Resource Officers, supervisors	27 <sup>th</sup> - 30 <sup>th</sup> April 2026	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
15	Advanced Digital Literacy for Knowledge Management and Dissemination	DLS	Library Staff Information Professional, Researchers, Postgraduate Students, and Other Interested Individuals	13 <sup>th</sup> - 17 <sup>th</sup> April ,2026	Morogoro	600,000/=	<a href="mailto:elizabeth.sulle @mu.ac.tz">elizabeth.sulle @mu.ac.tz</a> 0716 211 933
16	Building Supply Chain Resilience in Uncertain Environments.	SOB	Director, Managers, Administrators, Heads of Departments/ Units, and Administrative Officers	20 <sup>th</sup> - 22 <sup>th</sup> April 2025	Morogoro	700,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
17	Strategic Marketing, Plan Development and Implementation	SOB	Small and Medium Business Owners, Marketing Professionals and Entrepreneurs, Public and Private Corporate Managers	13 <sup>th</sup> - 16 <sup>th</sup> April 2025	Morogoro	650,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690

MAY 2026 COURSES							
S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	
1	Credit Risk Management to Include Credit Review Planning and Reporting	SOB	Credit Risk Department Staff	11 <sup>th</sup> - 14 <sup>th</sup> May 2026	Morogoro	700,000/=	<a href="mailto:robinson.inyoma@mu.ac.tz">robinson.inyoma@mu.ac.tz</a> 0764340690
2	Inventory Control and Management	MCC	Supply Chain Managers, Inventory Planners, Warehouse Managers, Operations Managers, Procurement Specialists, and Small Business Owners	6 <sup>th</sup> -8 <sup>th</sup> May 2026	Mbeya	750,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
3	Reading Body language and Personality Traits Skills for Human Resource Managers and CEOs	DCC	Human Resource Managers, Chief Executive Officers (CEOs), Senior Leadership, Talent Acquisition Specialists, Recruitment Professionals, HR Business Partners, Leadership Development Professionals, Management Consultants, Executive Coaches, Individuals Aspiring to Leadership Roles	04 <sup>th</sup> - 8 <sup>th</sup> May 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
4	Financial Management Essentials: The Key to Business Success	DCC	Small Business Owners, Entrepreneurs, Startup Founders, Non-financial Managers, Department Heads, Team Leaders, Individuals Considering Starting a Business, Freelancers, Self-employed Professionals, and Others Seeking for the Better Understanding of Business Finance	5 <sup>th</sup> - 8 <sup>th</sup> May 2026	Dar es salaam	500,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
5	Skills for Effective Legislators for Members of Parliament	DCC	Newly Elected Members of Parliament, Returning Members of Parliament Seeking Skills Enhancement, Parliamentary Staff Supporting Legislators, Individuals Interested in Running for Office, Civil Society Organizations Engaging with Parliament, Researchers and Analysts Focusing on Legislative Processes, International Development Professionals Working on Governance, Political Party Leaders and Strategists, Young Professionals Aspiring to Political Careers, Members of Sub-national Legislative Bodies	11 <sup>th</sup> - 15 <sup>th</sup> May, 2026	Dar es salaam	500,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
6	Citizen Service: Customer Service and Communication Skills for Officers	DCC	Frontline Government Officers, Customer Service Representatives, Receptionists and Administrative Assistants, Public Relations Officers, Ward Executive Officers (WEOs), Village Executive Officers (VEOs), Education Officers Interacting with the Public, Utility Service Providers (eg. TANESCO, DAWASA, etc.), Local Government Officers Handling Citizen Inquiries, Call Center Agents in Public Service Agencies, Social Welfare Officers, and Officers Working at One-Stop Government Service Centers	11 <sup>th</sup> - 15 <sup>th</sup> May 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
7	Procurement Knowledge for Non-Procurement Practitioners	DCC	Project Managers, Finance Professionals, Operations Staff, Engineers, Logistics Personnel, Department Heads, Budget Holders, Administrative Staff, Technical Specialists, and Others Involved in Vendor Selection or Contract Management Outside of the Procurement Department	18 <sup>th</sup> – 22 <sup>nd</sup> May 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemtwa@mu.ac.tz">darlene.mutalemtwa@mu.ac.tz</a> 0764340690
8	Legal Framework for Climate Change and Carbon Market Contracts	MCC	Environmental Officers, Local Government Authorities and Advocates	20 <sup>th</sup> -22 <sup>nd</sup> May 2026	Mbeya	800,000/=	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a> 0714 036 885
9	Networking Essentials	DICT	University Students	8 <sup>th</sup> - 12 <sup>th</sup> May 2026	Morogoro	150,000/=	<a href="mailto:alexander.benedict@mu.ac.tz">alexander.benedict@mu.ac.tz</a> 0716 392 304
10	Customer Service Strategies for Quality Service Delivery	SOPAM	Customer Service/Relationship Officers/Managers, Bank Officers, Bank Tellers, Loan Officers, Desk Officers, Call Center Officers, Front Line Officers, Managers, Heads of Departments/Units, Human Resource Officers, Supervisors, Receptionists, Personal Secretaries	4 <sup>th</sup> - 8 <sup>th</sup> May 2026	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a> 0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
11	Basic Health Facility Leadership and Management Building Healthy Communities: Health Promotion for Primary Care Managers Scientific Research Write-up for Postgraduates and Academics	SOPAM	Health Facility Managers, Council Health Management Teams, Local Government and Health Committee Representatives, Policymakers and Planners, Ministry of Health, and Local Authorities	11 <sup>th</sup> – 15 <sup>th</sup> May 2026	Morogoro	800,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
12	Transparency and Accountability in Urban Governance	SOPAM	Human Resource Managers, Town Planers, Head of Departments, Local Government Officials, Policy Makers in Public Administration, Auditors, Revenue Officers, and Treasurers	25 <sup>th</sup> - 29 <sup>th</sup> May 2025	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
13	Fostering Entrepreneurial Government: Driving Innovation, Efficiency, and Public Value Creation	SOPAM	Senior Government Officials, Policy Makers, Public Administrators, Administrators, Human Resource Officers, Accountants, Economists, Executive Agencies, Regulatory Authorities, Civil Service and Local Government Authorities, and Other Relevant Cadres in the Public Sector	18 <sup>th</sup> - 22 <sup>nd</sup> May 2026	Dodoma	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192
14	Application of Local Governance Performance Index (LGPI) in Solving Local Problems in Local Government Authorities	DCC	Local Government Authority (LGA) Officials (eg. Councillors, Executive Directors, Heads of Departments), Civil Society Organizations (CSOs) Working on Local Governance Issues, Community-Based Organizations (CBOs) Involved in Local Development Initiatives, Researchers and Academics Focusing on Local Governance and Development, Development Practitioners and Consultants Working with LGAs, Media Professionals Reporting on Local Government Affairs, Citizen Representatives and Advocacy Groups, Staff of Ministries and	26 <sup>th</sup> - 29 <sup>th</sup> May 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalem wa@mu.ac.tz">darlene.mutalem wa@mu.ac.tz</a> 0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
			Agencies Overseeing Local Government, Training Institutions and Capacity Building Providers, Individuals Interested in Local Governance and Community Development				
15	NeST (National e-Procurement System of Tanzania)	DCC	Government Procurement Officers, Accounting Officers in Government Entities, Heads of Departments in Government Entities, Permanent Secretaries, Chief Executive Officers of Public Institutions, Suppliers and Contractors Doing Business with the Government, Business Development Managers of Supplier Companies, Sales and Marketing Teams of Supplier Companies, Finance Managers of Supplier Companies, Logistics and Supply Chain Professionals in Supplier Companies, Consultants Involved in Public Procurement, Auditors (Internal and External), Civil Society Organizations Monitoring Public Procurement, Journalists Reporting on Public Procurement, Members of Parliament (Relevant Committees), Staff Of Regulatory Bodies Overseeing Procurement, Legal Professionals Specializing in Procurement, Project Managers in Government and Supplier Organizations, Small and Medium-sized Enterprises (SMEs) Interested in Government Contracts, and Individuals Seeking Employment in Procurement-related Roles.	4 <sup>th</sup> - 8 <sup>th</sup> May 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690

JUNE 2026 COURSES							
S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
1	Mastering Budget Preparation, Control, and Implementation: A Practical Guide"	MCC	Managers, Financial Analysts and Accountants, Project Managers, Business Owners/Entrepreneurs, and Administrative Staff with Budget Responsibilities	17 <sup>th</sup> -19 <sup>th</sup> June 2026	Mbeya	750 000	<a href="mailto:vicent.mtavangu@mu.ac.tz">vicent.mtavangu@mu.ac.tz</a>  0714 036 885
2	Risk Management in Government Finance	DCC	Government Finance Officers, Budget and Planning Officers, Internal Auditors, Public Sector Accountants, Treasury and Finance Ministry Staff, Project and Program Managers in the Public Sector, Policy Makers, and Regulatory Authorities	1 <sup>st</sup> - 5 <sup>th</sup> June 2026	Dar es salaam	900,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
3	Procurement Records Management	DCC	Procurement Officers, Procurement Managers, Supply Chain Professionals, Finance and Audit Staff, Legal Advisors, Administrative Staff, Internal and External Auditors, and Project Managers	1 <sup>st</sup> - 5 <sup>th</sup> June 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
4	Stress Management and Work-life Balance	DCC	Employees, Managers and Supervisors, HR Professionals, Team Leaders, Mental Health Professionals, Project Managers, Executives and Senior Leaders, Support Staff, Coaches and Consultants, and Healthcare Workers	22 <sup>nd</sup> -25 <sup>th</sup> June 2026	Dar es salaam	700,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690
5	NGOs' Skills and Lobbying Skills in Regional and International Meetings and Forums	DCC	NGO Professionals, Advocacy Officers, Policy Analysts, Program Managers, Communication Specialists in NGOs, Researchers in NGOs, Civil Society Leaders, Individuals Working in Development, Individuals Interested in International Relations, Individuals Seeking to Influence Policy, Representatives of Community-based Organizations, Fundraising, and Development Staff in NGOs	15 <sup>th</sup> -19 <sup>th</sup> June 2026	Dar es salaam	800,000/=	<a href="mailto:darlene.mutalemwa@mu.ac.tz">darlene.mutalemwa@mu.ac.tz</a>  0764340690

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
6	Corruption and Corruption Control in Public Sector: Development of Institutional Anti-Corruption Strategy and Action Plans for the Year 2025/2026	FOL	NACSAP IV Special Management Committee Members; Integrity Committee Members from Public and Private Institutions; Institutional Legal Officers; Internal Auditors; and Risk Management Coordinators; Anti-corruption Practitioners and Scholars; and Interested Members of the Public	2 <sup>nd</sup> - 5 <sup>th</sup> June 2026	Morogoro	800 000/=	<a href="mailto:lukiko.lukiko@mu.ac.tz">lukiko.lukiko@mu.ac.tz</a>  0652 989 692
7	Understanding Mental Health and Mental Wellbeing at Workplaces and Daily Life	FSS	Anyone from any Sector (as every one of us Needs to be Mentally Healthy)	3 <sup>rd</sup> -5 <sup>th</sup> June 2026	Morogoro	800,000/= per participant (650,000 per participant for two or more participants coming from the same organization)	<a href="mailto:augustino.mwaki@mu.ac.tz">augustino.mwaki@mu.ac.tz</a>  0742 497 866
8	Training Program on the Application of Artificial Intelligence in Human Resources Management	SOPAM	Director, Managers, Heads of Departments/Units, Human Resource Officers, Administrative Officers, Operation Officers, and Supervisors	1 <sup>st</sup> -5 <sup>th</sup> June 2026	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a>  0769 519 192
9	Managing Local Government Finances: Income and Expenditures	SOPAM	Head of Departments, Economic Development Officers, Local Government Officials, Policymakers in Public Administration, Auditors, Revenue Officers, and Treasurers in LGA's	8 <sup>th</sup> - 12 <sup>th</sup> June 2026	Morogoro	600,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a>  0769 519 192
10	Data Management and Analysis in the Health Sector	SOPAM	Healthcare Data Analysts, Healthcare Administrators and Managers, Health Information Systems (HIS) Managers, Public Health Officials, Monitoring and Evaluation (M&E) Specialists, Healthcare Researchers, Quality Improvement (QI) Officers, Epidemiologists, Health Program Coordinators, Clinical Data Managers, Medical and Health Informatics Professionals, Pharmaceutical and Biotech Professionals	15 <sup>th</sup> – 19 <sup>th</sup> June 2026	Morogoro	800,000/=	<a href="mailto:bethsheba.sakin@mu.ac.tz">bethsheba.sakin@mu.ac.tz</a>  0769 519 192

S/N	Course Title	Unit	Attendees	Duration	Location	Fee (TSH)	Contact
11	Strategic Positioning and Management of Human Resources for Improving Organisation Performance	SOPAM	Director, Managers, Heads of Departments/Units, Human Resource Officers, Administrative Officers, Operation Officers, and Supervisors	24 <sup>th</sup> – 26 <sup>th</sup> June 2026	Morogoro	750,000/=	<a href="mailto:bethsheba.sakin oi@mu.ac.tz">bethsheba.sakin oi@mu.ac.tz</a> 0769 519 192

**To Apply for any Short Course, Contact:**

Director of Public Service, Mzumbe University through [dps@mu.ac.tz](mailto:dps@mu.ac.tz) copy to the Contact Person

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**Pay the Short Course Fee through the Following Bank Details:**

Bank: CRDB

Bank Account Number: 01J1076853301

Account Name: MU Short Course and Consultancy





## **ISSUED BY:**

**Directorate of Public Services**

**P.O BOX 1, Mzumbe University - Morogoro, Tanzania**

**Website: [www.mu.ac.tz](http://www.mu.ac.tz)**

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**Fax: +255 (0) 23 2931220/1/2**