TAASISI YA ELIMU YA WATU WAZIMA

Ijue

PROGRAMU YA MASOMO YA SEKONDARI KUPITIA ELIMU MASAFA NA ANA KWA ANA (ODL)

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IJUE

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UTANGULIZI

Taasisi ya Elimu ya Watu Wazima (TEWW) ilianzishwa mwaka 1960 kama sehemu ya kitengo cha mafunzo ya ziada cha Chuo Kikuu cha Makerere, Kampala Uganda, chini ya Chuo Kikuu cha London. Mwaka 1963 Taasisi ikawa Idara ya Elimu ya Watu Wazima chini ya Chuo Kikuu cha Dar es salaam.

Taasisi iliendelea kupata hadhi na kuwa Taasisi/Shirika chini ya Wizara ya Elimu kupitia Sheria ya Bunge No. 12 ya mwaka 1975 na kupewa kazi na majukumu yafuatayo:

Utafiti na Tathmini

- Kuandaa utafifi na kufanya tathmini, kusambaza habari kuhusiana na

kisomo, elimu ya watu wazima, pamoja na elimu ya kujiendeleza.

- Kuandaa majarida ya Elimu ya Watu wazima kwa ajili ya kutoa matokeo na tathmini ya tafiti mbalimbali kama njia ya kuiongezea jamii uelewa wa mambo.

Kuandaa Mitaala na Kuwezesha Mafunzo

- Kuandaa mtaala unaokidhi mahitaji ya jamii
- Kuandaa programu za mafunzo kwa waratibu na wawezeshaji wa kisomo, elimu ya watu wazima na elimu ya kujiendeleza.
- Kuandaa vitini na masomo kwa ajili ya wanafunzi katika vikundi na vituo vya elimu masafa.
- Kuendesha mitihani na kutoa vyeti stashahada na tunu nyingine zinazotolewa na Taasisi.

Utoaji Elimu kwa Umma na Kuendesha Kampeni

- Kuandaa programu za eilmu kwa umma na kuendesha kampeni za kuhamasisha na kujenga mwamko miongoni mwa watu na jamii.

Utaratibu, Mahusiano na Huduma za Ushauri wa Kitaalamu

- Kutoa ushauri wa kitaalamu kwa serikali, mashirika yasiyo ya kiserikali (NGOs), mashirika ya kijamii (CBOs) na asasi nyingine zinazoshughulika na utoaji wa elimu ya watu wazima na maendeleo ya jamii kwa mfano elimu ya uraia, kuondoa umaskini, afya, jinsia na utunzaji wa mazingira.
- Kuratibu na kusimamia wadau wote na mawakala wengine wanao jishughulisha na kutoa elimu ya watu wazima na elimu ya kuiendeleza kwa kiwango cha ubora na uhakika.

Taasisi ya Elimu ya Watu Wazima inatekeleza kazi hizi na kutoa huduma kupitia Idara zake 4 za taaluma ambazo ni Mafunzo na Huduma za Maktaba, Elimu Masafa, Elimu kwa Umma na Maendeleo ya Jinsia na Uratibu Vituo Mikoani zikisaidiwa na Idara ya Uhasibu na Stoo na Utumishi na Maendeleo ya wafanyakazi. Pia Taasisi ina vitengo 4 ambavyo ni Mlpango na Utafiti, Mitihani, Mafunzo ya muda mfupi Uchapaji vikisaidiana na mtandao wenye vituo 21 Mikoani kote Tanzania Bara.

MPANGO WA ELIMU MASAFA NA ANA KWA ANA

Katika suala zima la kujiendeleza Taasisi ya Elimu ya Watu Wazima imepewa jukumu la kuendesha Elimu ya Sekondari kupitia mfumo usio rasmi wa Elimu Masafa na Ana kwa Ana, mpango ambao unachangia

kuongeza idadi ya Watanzania watakaopata elimu ya sekondari.

Mpango huu ni sehemu ya utekelezaji wa Mpango wa Maendeleo ya Elimu ya Sekondari (MMES- 2004-2009).

MALENGO

Pamoja na kutaka kuyafikia makundi mbalimbali na rika mbalimbali pale walipo na kwa wakati muafaka, lengo kuu la Programu hii ya kutoa elimu ya kujiendeleza kupitia Elimu Masafa na Ana kwa Ana ni kutoa elimu bora na yenye kukubalika katika jamii zetu.

Hivyo inalenga:

- kuwapatia elimu ya sekondari watu wengi zaidi ambao hawakubahatika kupata elimu hii kupitia mfumo wa kawaida. Hawa ni pamoja na vijana,

watu wazima, walemavu na makundi maalumu.

- Kuchangia juhudi za serikali katika kutekeleza malengo ya Mpango wa Elimu kwa wote (EFA).

WALENGWA

Walengwa wa mpango huu ni:

(i) Wanafunzi waliomaliza darasa la saba mwaka 2003/2004 na kuendelea ambao hawakupata nafasi ya kuendelea na masomo ya sekondari.

(ii) Wale waliomaliza elimu ya msingi au inayolingana nayo na wanataka kujiendeleza na masomo ya sekondari.

(iii) Wale ambao kwa sababu moja au nyingine hawakumaliza elimu ya sekondari na wanataka kumaliza elimu hiyo.

(iv) Wale wanaotaka kujiendeleza kielimu katika nyanja nyingine mbalimbali.

(v) Wanafunzi ambao hawakumaliza masomo ya MEMKWA.

(vi) Wanafunzi ambao wamemaliza masomo ya MEMKWA.

(vii) Wanafunzi ambao wamemaliza masomo ya sekondari lakini hawakufanya vizuri na wangependa kurudia Mtihani wa Taifa wa kidato cha nne au hata kupata utaalamu zaidi.

(viii) Wafanyakazi wa serikali na sekta binafsi ambao hawana elimu ya sekondari na wanatakiwa wawe na kiwango hicho cha elimu.

(ix) Walemavu.

(x) Makundi maalumu.

MASOMO YANAYOTOLEWA

Zipo programu za aina tano kulingana na mahitaji ya mlengwa na zimegawanyika katika hatua mbili kubwa. Ili kuweza kufikia kiwango cha kidato cha nne kwa kasi yake, Hatua ya I inabeba masomo ya kidato cha I na II na Hatua ya II inachukua masomo ya kidato cha III na IV.

Programu zinatolewa kama ifuatavyo:

Programu ya I

Hii ni programu yenye masomo ya ana kwa ana na hutolewa kwa siku 5 za juma kuanzia Jumatatu hadi Ijumaa saa 9 -12 jioni.

Mlengwa anaweza kusoma kila hatua kwa kipindi cha mwaka mmoja na hivyo kuhitimu kidato cha nne katika miaka miwili tu.

Yapo jumla ya masomo 7 yanayotolewa katika kila hatua ambayo ni Historia,

Jiografia, Kiingereza, Kiswahili, Hisabati, Biolojia na Uraia (Civics).

Programu hii inawalenga wahitimu wa shule za msingi ambao hawakupata fursa ya kuendelea na masomo ya sekondari.

Programu ya II

Katika programu hii mlengwa atajisomea mwenyewe kwa muda mwingi na atakutana na Mkufunzi wake ana kwa ana kila baada ya miezi minne katika vituo vya kufundishia masomo vya Taasisi ya Elimu ya Watu Wazima.

Mlengwa anaweza kumaliza kiwango cha elimu ya kidato cha nne kati ya miaka 2 hadi 3 kutegemeana na juhudi na uwezo wake.
Chini ya programu hii mwanafunzi halazimiki kuchukua masomo 7 kama ilivyo katika programu ya 1.

Programu ya III

Hii ni programu ya dharura (Crash programu) ambayo inawalenga wale ambao wanataka kumaliza kiwango cha elimu ya sekondari ya kidato cha nne katika muda mfupi usiozidi miaka miwili.

Mlengwa atatakiwa asome programu hii chini ya Mkufunzi husika wa somo na atakuwa na uwezo wa kukutana na Mkufunzi wake huyo wakati wowote atakapomuhitaji.

Hata hivyo kama ilivyo katika programu ya II, mwanafunzi halazimiki kuchukua masomo yote saba.

Programu ya IV

Hii programu inawalenga wale wenye kuhitaji masomo ya kitaalamu yanayotolewa kwa mfumo wa elimu masafa na vipindi vya ana kwa ana vya wiki moja mara tatu kwa mwaka. Masomo hayo ni kama vile masomo

ya Ufundi, Elimu ya biashara, Kilimo, Sayansi Kimu na Afya na yanachukua muda wa miezi 6-12 kulingana na mahitaji ya mlengwa.

Masomo ambayo yanatolewa mpaka sasa ni pamoja na Labour Law, Production Management, Man in Organisation, Bookeeping and Elements of Auditing, Utunzaji wa Daftari za Hesabu, na Ushonaji Nguo.

Programu ya V

Hii ni programu ambayo inahusisha masomo ya utangulizi ambayo yanatolewa kwa masafa tu. Masomo haya ni kwa wale ambao hawakuhitimu elimu ya msingi hivyo ni muhimu kabla ya kuanza masomo ya hatua ya kwanza.

Masomo haya ni pamoja na Introductory Mathematics, na Introductory English na

masomo mengine kuhusu masuala mbalimbali ya kijamii, kiuchumi, kisiasa na kiutamaduni ambayo bado yanaandaliwa.

JINSI YANAVYOTOLEWA

Masomo yanatolewa kupitia:

(i) Vipindi vya ana kwa ana

(ii) Elimu masafa kwa kutumiwa vijitabu, kanda za kaseti zilizorekodiwa, barua pepe na tovuti na vifaa vingine vya mawasiliano rahisi.

UPIMAJI

Upimaji wa wanafunzi unafanyika kupitia:

(i) Mazoezi ya kawaida

(ii) Mitihani ya kila mwezi

(iii) Mitihani ya mwisho wa muhula

(iv) Mitihani ya kumaliza mwaka inayotolewa na Taasisi ya Elimu ya Watu Wazima.

TATHMINI

Tathmini ya Ndani

Tathmini ya ndani hufanyika kupitia:

- Mazoezi yaliyosahihishwa na mkufunzi husika wa somo
- Matokeo ya mitihani ya ndani
- Mtihani wa Majaribio (Mock) unaotolea na Taasisi ya Elimu ya Watu Wazima.

Tathmini ya Nje

Tathmini ya nje hufanyika kupitia mitihani inayotolewa na Baraza la Taifa la Mitihani.

MAWASILIANO

Kwa Maelezo zaidi fika:

Makao Makuu,

Taasisi ya Elimu ya Watu Wazima,

Mtaa wa Bibi Titi Mohamed, karibu na Jengo la Mhasibu

AU

Mwandikie:

Mkurugenzi,

Taasisi ya Elimu ya Watu Wazima,

S.L.P. 20679,

DAR – ES - SALAAM.

Simu na. 225-022-2150838, 2151048

Fax na. 225-022-2150836

Barua pepe: teww@yahoo.co.uk

AU

Fika kwenye Ofisi za Taasisi ya Elimu ya Watu Wazima zilizopo katika Miji Mikuu ya Mikoa yote, Tanzania Bara.

Waweza pia kutumia anwani zifuatazo:

MKOA WA ARUSHA

Mkufunzi Mkazi (M)
Taasisi ya Elimu ya Watu Wazima
S.L.P. 1094, Arusha
Simu: 0744-388213, 027- 2507059.

MKOA WA DAR ES SALAAM

Mkufunzi Mkazi (M)
Taasisi ya Elimu ya Watu Wazima
S.L.P. 20679, Dar es Salaam
Simu: 0741- 329816, 022-2152629

MKOA WA DODOMA

Mkufunzi Mkazi (M)
Taasisi ya Elimu ya Watu Wazima
S.L.P. 771 Dodoma
Simu: 0744 – 401439, 026-47754

MKOA WA IRINGA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 507, Iringa

Simu: 0744 – 692254, 026-702247

MKOA WA KAGERA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 361, Bukoba

Simu: 0744- 092511, 028-2221179

MKOA WA KIGOMA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 183, Kigoma

Simu: 0748- 635395, 028-2802545.

MKOA WA KILIMANJARO

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 726, Moshi

Simu: 0744- 898452, 027-2751385.

MKOA WA LINDI

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 370, Lindi

Simu: 0748-352030, 023-2202517

MKOA WA MANYARA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 307, Babati

Simu: 0744-392004, 027-2530448

MKOA WA MARA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 430, Musoma

Simu: 0744-465660, 028-2622177.

MKOA WA MBEYA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 379, Mbeya

Simu: 0744-490732

MKOA WA MOROGORO

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 1057. Morogoro

Simu: 0748-792347. 023-2600240

MKOA WA MOROGORO (WAMO)

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 827, Morogoro

Simu: 0745-550198, 023-3230

MKOA WA MTWARA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 578, Mtwara

Simu: 0744-758448, 023-2333119

MKOA WA MWANZA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 223, Mwanza

Simu: 0744-393225, 028-2540219

MKOA WA PWANI

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 30162, Kibaha

Simu: 0745 – 967300, 023-402032

MKOA WA RUKWA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 243, Sumbawanga

Simu: 025 – 2802851, 0745-822122

MKOA WA RUVUMA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 113, Songea

Simu: 0748-534176,

MKOA WA IRINGA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 507, Iringa

Simu: 0744 – 692254, 026-702247

MKOA WA KAGERA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 361, Bukoba

Simu: 0744- 092511, 028-2221179

MKOA WA KIGOMA

Mkufunzi Mkazi (M)

Taasisi ya Elimu ya Watu Wazima

S.L.P. 183, Kigoma

Simu: 0748- 635395, 028-2802545

MCHAKATO WA ADA KWA KILA PROGRAMU YA ELIMU MASAFA NA ANA KWA ANA

Muundo/viwango vya malipo ya karo kwa ajili ya masomo ya programu ya Elimu Masafa na Ana kwa Ana vimewekwa hasa kwa kuzingatia gharama mbalimbali zinazoendana na mpango huu. Malipo hayo yataweza kubadilika kutokana na mabadiliko ya gharama za uendeshaji. Gharama hizo ni pamoja na uandaaji na utoaji wa masomo hasa ikizingatiwa kwamba uandaaji huo unapitia hatua kadhaa ikiwemo pia kuwashirikisha wataalamu mbalimbali wa masomo husika. Gharama nyingine ni zile za uendeshaji ikiwemo uratibu na usimamizi, usahihishaji wa masomo, ufundishaji vipindi vya ana kwa ana na usambazaji/utumaji wa masomo. Hivyo Taasisi ya Elimu ya Watu Wazima pamoja na kuwa asasi ambayo inatoa huduma tu, imelazimika kuwatoza wanafunzi kiasi kidogo cha ada kama sehemu ya mchango wao katika programu hii ya Elimu Masafa na Ana kwa Ana. Utaratibu wa malipo ni kwamba mwanafunzi anaweza kulipa kwa awamu kwa vipindi vya ana kwa ana ila gharama zote za masomo ya Elimu Masafa zinatakiwa kulipwa kabla ya kuanza kusoma.

PROGRAMU YA I

Hatua ya 1

Katika hatua hii kuna masomo 7

(i) Usajili sh. 5, 000.00

(ii) Elimu Masafa masomo 7@
sh.10, 000.00 .... sh. 70, 000.00

(iii) Ana kwa ana sh. 62, 000.00

Jumla SHS. 137,000.00

Hatua ya 2

(i) Usajili (Kwa waombaji wapya)
Sh. 5, 000.00

(ii) Elimu masafa masomo 7
@ sh.15, 000 sh.105, 000.00

(iii) Vipindi vya ana kwa ana ana
sh. 62,000.00

Jumla SHS 172,000.00.

PROGRAMU YA II

Hatua ya 1

Katika hatua hii kuna masomo 7 vile vile ambayo mwanafunzi itamlazimu kulipia kulingana na masomo anayoyataka.

(i) Usajili sh.5, 000.00

(ii) Elimu masafa sh.10, 000.00
kwa kila somo atakalochagua.

(iii) Vipindi vya ana kwa ana

sh.2, 000.00 kwa saa kwa kila somo x idadi ya saa za kukutana.

Hatua ya 2

Masomo 7

(i) Usajili kwa wanafunzi wapya sh. 5,000.00

(ii) Elimu masafa sh.15, 000.00 kwa kila somo x idadi ya masomo.

(iii) Vipindi vya ana kwa ana sh.2, 000.00 @ somo @ saa x idadi ya saa za kukutana.

PROGRAMU YA III

Hii ni programu ya dharura (crash program) ambayo ni ya Elimu Masafa lakini ikiambatana na vipindi vingi vya ana kwa ana kwa ajili ya kumsaidia mwanafunzi. Ni programu maalumu kwa wale wanaotaka kumaliza kiwango cha kidato cha nne kwa muda wa miaka miwili tu au hata chini ya hapo.

Hatua ya 1

Hatua hii ina masomo 7 pia kama ilivyo katika programu I na II. Mpangilio wa gharama ni kama ifuatavyo:

(i) Usajili sh.5, 000.00

(ii) Elimu masafa sh.10, 000.00 kwa kila somo x idadi ya masomo.

(iii) Vipindi vya ana kwa ana sh.3, 000.00 kwa saa kwa kila somo x idadi ya saa za kukutana.

Hatua ya 2

(i) Usa[illegible] kwa wanafunzi wapya) sh.5. 000.00

(ii) Elimu masafa sh.15. 000.00 kwa somo kulingana na idadi ya masomo.

(iii) Vipindi vya ana kwa ana sh. 4.000.00 kwa saa kwa kila somo x idadi ya masomo x idadi ya saa za kukutana.

PROGRAMU YA IV

Hii ni programu yenye masomo ya kitaalamu. Gharama zake ni kama ifuatavyo:

(i) Usajili sh.5, 000.00

(ii) Elimu masafa sh.26, 000.00 kwa somo moja.

(iii) Vipindi vya ana kwa ana sh.3, 000.00 kwa saa kwa kila somo x 3 kwa wiki x wiki 3 kwa mwaka.

PROGRAMU YA V

Hii ni programu kwa ajili ya masomo ya utangulizi inayoambatana na Elimu masafa na vipindi vya ana kwa ana. Gharama zake ni kama ifuatavyo:

(i) Usajili sh.5, 000.00

(ii) Elimu masafa sh.5, 000.00 (iii) Vipindi vya ana kwa ana sh.1, 000.00 kwa saa kwa kila somo x idadi ya saa za kukutana.

Face to face tuition sh.5, 000.00 per subject, per hour x number of meetings.

PROGRAMME IV

- Registration sh.5, 000.00
- Distance learning sh.26, 000.00 @ subject.
- Face to face tuition sh.5, 000.00 per hour per subject x number of subjects x 3 times a week x 3 weeks a year.

PROGRAMME V

- Registration sh.5, 000.00
- Distance learning sh.5, 000.00
- Face to face tuition sh.1, 000.00 per hour per subject x number of meetings.

Face to face tuition fee sh. 2,000.00 per subject per hour x number of subjects x 3 times a week x 3 weeks in a year x number of hours.

Stage 2

(7 subjects)

- Registration sh.5, 000.00
- Distance learning sh.15, 000.00 @ subject
- Face to face tuition sh.2, 000.00 per subject per hour x number of subjects x 3 hours per subject, per week x 3 weeks per year x number of hours.

PROGRAMME III

This programme, like in programmes I and II has 7 subjects.

Stage 1

- Registration sh.5, 000.00
- Distance learning sh.10, 000.00 @ subject.
- Face to face tuition sh. 5,000.00 per subject per hour x number of meetings.

Stage 2

- Registration sh.5, 000.00
- Distance learning sh.15, 000.00 @ subject

This programme incorporates both distance and face to face session for 3 hours for 5 days i.e. Monday – Friday from 3 - 6 pm.

Stage 1

(One year-7 subjects)

- Registration sh.5, 000.00
- Distance learning 7 subjects
  @ sh.10, 000.00= sh.70, 000.00
- Face to face tuition sh.62, 000.00

  Total= SHS.137, 000.00

Stage 2

(One year)

- Registration sh.5, 000.00 (If not registered in stage I)
- Distance learning 7 subjects'
  @sh.15, 000.00= sh.105, 000.00
- Face to face tuition sh. 62,000.00

  Total= SHS. 172,000.00.

PROGRAMME II

Stage 1

(7 subjects)

- Registration sh.5, 000.00
- Distance learning sh.10, 000.00 @ x (number of chosen subjects).

ODL PROGRAMME FEE STRUCTURE

The fee structure for ODL programme is based on the running and production costs involved in the programme. Such costs include writing and production of study materials which undergo several stages including commissioning subject experts who write the learning materials. Other costs are operational/administration which include coordination, marking of students' assignments, face to face tuition and materials distribution. However such costs may change depending on production and other costs As a result the Institute of Adult Education despite being a service institution has been compelled to charge token fees for different subjects undertaken under ODL programme as learners' contribution to the programme.

The fee payment procedure is that the student can pay in installments for face to face tuition while he/she is required to pay full fees for the distance learning materials before commencement of his/her studies.

PROGRAMME I

TANGA REGION

Resident Tutor
Institute of Adult Education
P.O. Box 727, Tanga-
Tel: 0744-260039, 027-2646174

SHINYANGA REGION

Resident Tutor
Institute of Adult Education
P.O. Box 340, Shinyanga
Tel: 0748-338978, 028-763086

SINGIDA REGION

Resident Tutor
Institute of Adult Education
P.O. Box 444, Singida.
Tel: 0744 – 394412, 026-2502205

TABORA REGION

Resident Tutor
Institute of Adult Education
P.O. Box 562, Tabora.
Tel: 0748 – 697878, 026– 4531

MWANZA REGION

Resident Tutor

Institute of Adult Education

P.O. Box 223, Mwanza

Tel: 0744-393225, 028-2540219

RUKWA REGION

Resident Tutor

Institute of Adult Education

P.O. Box 243, Sumbawanga.

Tel: 025 – 2802851, 0745-822122

RUVUMA REGION

Resident Tutor

Institute of Adult Education

P.O. Box 113, Songea.

Tel: 0748-534176,

MOROGORO REGION
Resident Tutor
Institute of Adult Education
P.O. Box 1057, Morogoro.
Tel: 0748-792347, 023-2600240

MOROGORO REGION (WAMO)
Resident Tutor
Institute of Adult Education
P.O. Box 827, Morogoro
Tel: 0745-550198, 023-3230

MTWARA REGION
Resident Tutor
Institute of Adult Education
P.O. Box 578, Mtwara
Tel: 0744-758448, 023-2333119

MANYARA REGION

Resident Tutor

Institute of Adult Education

P.O.Box 307, Babati

Tel: 0744-392004, 027-2530448

MARA REGION

Resident Tutor

Institute of Adult Education

P.O.Box 430, Musoma

Tel: 028-2622177, 0744-465660

MBEYA REGION

Resident Tutor

Institute of Adult Education

P.O. Box 379, Mbeya.

Tel: 0744-490732,

KIGOMA REGION

Resident Tutor
Institute of Adult Education
P.O.Box 183, Kigoma.
Tel: 0748- 635395, 028-2802545.

KILIMANJARO REGION

Resident Tutor
Institute of Adult Education
P.O.Box 726, Moshi
Tel: 0744- 898452, 027-2751385

LINDI REGION

Resident Tutor
Institute of Adult Education
P.O.Box 370, Lindi
Tel: 0748-352030, 023-2202517

DODOMA REGION
Resident Tutor
Institute of Adult Education
P.O.Box 771, Dodoma
Tel: 0744 – 401439, 026-47754

IRINGA REGION
Resident Tutor
Institute of Adult Education
P.O.Box 507, Iringa
Tel: 0744 – 692254, 026-702247

KAGERA REGION
Resident Tutor
Institute of Adult Education
P.O.Box 361, Bukoba
Tel: 0744- 092511, 028-2221179

Call at Institute of Adult Education Offices located in all regional headquarters' of Tanzania Mainland. You can also make contact through the following addresses:

ARUSHA REGION
Resident Tutor
Institute of Adult Education
P.O. Box.1094, Arusha
Tel: 0744-388213, 027-2507059.

COAST REGION
Resident Tutor
Institute of Adult Education
P.O. Box 30162, Kibaha
Tel: 0745 – 967300, 023-402032

DAR ES SALAAM REGION
Resident Tutor
Institute of Adult Education
P.O.Box 20679, Dar es Salaam.
Tel: 0741- 329816, 022-215262

External Evaluation

NECTA - Examinations.

CONTACT/LOCATION

For furthe• information call at:

The Headquarters

Institute of Adult Education

Bibi Titi Mohamed Road, next to Mhasibu House

OR

Write to:

The Director

Institute of Adult Education

P.O. Box 20679

DARES SALAAM

Tel. No. 225-022-2150838, 2151048

Fax No. 225-022-2150836

Email: teww@yahoo.co.uk

OR

MODE OF DELIVERY

- Face to face
- Distance learning through print and ICT media.

ASSESSMENT

There is continuous assessment in a form of;

- Self check exercises
- Monthly examinations
- Terminal examinations
- Annual examinations by the IAE.

EVALUATION

Internal Evaluation

- Tutor Marked Assignments
- Tests/internal evaluation
- Mock examinations.

between six months and one year. Courses offered include;

- Bookkeeping and Elements of Auditing
- Labour Law
- Man in Organisation
- Production Management
- Tailoring Grade III

Programme V

This is an introductory programme which is purely at a distance and usually has unspecified duration. Subjects under this programme include;

- Introductory Mathematics
- Introductory English
- Agriculture
- Home Economics.
- Elementary Book-keeping.

undertaken at IAE Open and Distance Learning study centers.

Under this Programme one does not *necessarily have to study all the seven* subjects prescribed in Programme I. This Programme has two stages also.

Programme III

This is a crash Programme where one can complete secondary education in less than two years. Under this Programme, the learner has to be under close supervision of his/her tutors and can meet the tutor whenever there is a need. Like in Programme II one does not necessarily have to study all seven subjects.

Programme IV

This Programme is for professionals. Subjects under this Programme are offered as in Programme II with face to face tuition of one week, 3 times in a year and lasts

secondary education within 2 years. However a learner can take more than two years depending on his/her ability.

Subjects offered under this programme include;

- Civics
- History
- Geography
- English
- Kiswahili
- Mathematics
- Biology.

This programme targets primary school leavers who did not have the opportunity to continue with secondary education under the formal system.

Programme II

This is purely distance learning with face to face tuition of one week, three times a year (i.e. after every four months) to be

(vi) Adult learners aspiring to acquire professional skills including those who have successfully completed Stage V of functional literacy.

(vii) COBET leavers

(viii) COBET drop-outs

(ix) Secondary education school leavers wishing to re- sit National Form IV Certificate Examination or to acquire professional skills.

(x) Less abled (Handicapped)

(xi) Disadvantaged /marginalized groups.

PROGRAMES/COURSES OFFERED

Programme I

This programme incorporates both distance learning and face to face sessions for five days a week (Monday - Friday starting from 3 to 6 pm). The programme has two stages (stage 1 and 2) each of one year duration. This means that the learner can complete

- To provide education to disadvantaged groups and nomads including girls and women on cross cutting issues such as HIV/AIDS, poverty reduction, environment and good governance.

TARGET GROUPS

(i) Students who completed std 7 and passed in the years 2003/2004 but were not selected to join government secondary schools.

(ii) Primary school leavers who have not been absorbed into formal secondary education system in both public and private schools.

(iii) Primary education drop- outs

(iv) Secondary education drop-outs

(v) Adult government and private sector employees who have no secondary education but are required to have it.

Learning is to have a well established ODL system which provides quality education to out of school youth, children, adults and other disadvantaged groups, nomads, girls and *disabled not able to access •education* through the formal system.

ODL OBJECTIVES

The following are the ODL objectives:

- To provide equivalent education to children; youth and adults who could not get the opportunity in the formal education system.
- To complement government efforts of achieving Education for All (EFA) objectives.
- To cater for youth and adults who dropped out of school due to various reasons.

characteristics and social economic or environmental settings notwithstanding.

The Institute of Adult Education has been assigned the duty, of providing secondary education through non formal system. In fact the IAE has for many years been responsible for ODL to those who for one reason or another missed the formal education.

So the emphasis on ODL is basically a result of the Secondary Education Development Plan (SEDP-2004-2009) covering all levels of secondary education including that of promoting life long learning through non formal and distance programmes.

ODL GOAL

Together with the aim of reaching as many learners as possible and wherever they are, the overall goal of Open and Distance

non formal and continuing education for quality assurance and control.

The IAE fulfills these functions through four departments which are Training and Library Services, Distance Education, Mass Education and Gender Development and Regional Support Services, assisted by Accounts and Stores and Personnel and Administration Departments. The Institute also has four units which are Planning and Research, Examinations, Short Courses and Printing assisted by a network of 21 Regional Centres throughout Tanzania Mainland.

OPEN AND DISTANCE LEARNING PROGRAMME

Open and Distance Learning is a result of the need to provide basic education to as many people as possible, their differences,

Providing Mass Education and Conducting Mass Campaigns

- Designing mass education programmes and organizing mass campaigns for advocacy and awareness creation among individuals and communities on cross-cutting issues including civic education, poverty reduction, health, gender and environmental conservation.

Coordination, Linkage and Consultancy Services

- Providing consultancy services to government, NGOs, CBOs and other institutions participating in delivery of adult education and community development and on curriculum and material development.
- Coordinating and supervising all stakeholders and other agencies engaged in providing literacy, adult,

- Preparing Journals and Studies on Adult Education for dissemination publicity of research findings and evaluation and dissemination of results as a way of promoting a knowledgeable society.

Curriculum Development Training and **Facilitation**

- Developing community based curriculum.
- Designing training programmes for administrators and facilitators of literacy, adult and non-formal continuing education.
- Preparing primers and materials for learners in study circles and distance learning study centres.
- Conducting examinations and granting certificates diploma, and other awards of the Institute.

INTRODUCTION

The Institute of Adult Education (IAE) was established in 1960 as an extra mural studies section of Makerere University College, Kampala in Uganda under the University of London. In 1963 it became a department of Adult Education under the Dar es salaam University College.

The Institute gained its own Charter and became a service Parastatal Organisation of the Ministry of Education under Parliamentary Act No 12 of 1975, charged with multiple roles and functions including;

Research and Evaluation

- Conducting research and evaluation, disseminating information related to literacy, adult and non-formal continuing education.

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Prepared and Printed by:
The Institute of Adult Education
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Bibi Titi Street
Dar es Salaam

INSTITUTE OF ADULT
EDUCATION

GETTING TO KNOW

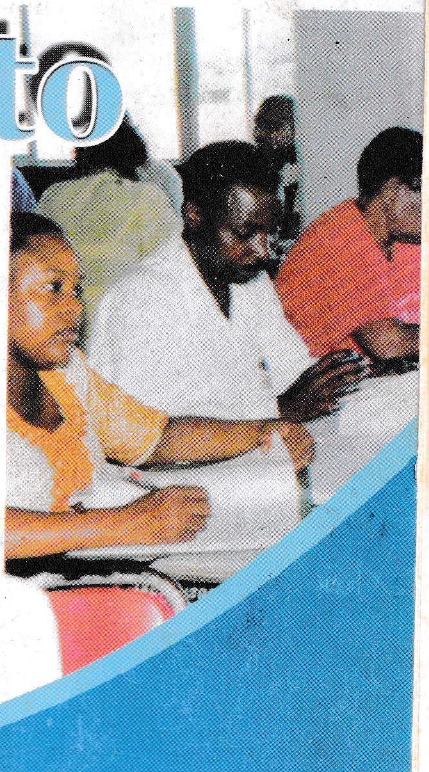
THE OPEN AND DISTANCE LEARNING PROGRAMME (ODL)

INSTITUTE OF ADULT EDUCATION

EDUCATION HAS NO END

INSTITUTE
OF ADULT
EDUCATION

Getting to Know



THE OPEN AND DISTANCE LEARNING PROGRAMME (ODL)