

ECASSA INSTITUTE OF SOCIAL PROTECTION (EISP)

REG/BTP/101 PRIVATE

ADMISSION GUIDE BOOK 2022/2023

All correspondences to the PRINCIPAL

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1.0 Introduction

ECASSA Institute of Social Protection (EISP)¹ is a higher learning academic institution which was established on 18th February 2018 with full registration no. **REG/BTP/101**. EISP is registered under the **National Council for Technical & Vocational Education (NACTVET)**. The institute which is managed by ECASSA Governing Council is primarily engaged in providing training, research and consultancy services related to social protection and social development. ECASSA Institute of Social Protection (EISP) is offering one-year Basic Technician Certificate in Social Protection or NTA Level 4, one year Technician Certificate in Social Protection or NTA Level 5 and one year Diploma in Social Protection or NTA Level 6², respectively, under the Competence Based Education and Learning System (CBET) accredited by NACTVET.

2.0 Vision & Mission of EISP

2.1 Vision

“To become the center of excellence in the promotion, management and development of social protection knowledge and skills in Africa.”

2.2 Mission

“To provide quality academic and professional training that inspire innovative thinking and creativity through social protection training, research and publication and consultancy for optimum benefits to multi-sectoral stakeholders.”

3.0 Academic Programs

Table 1 Summary of Programmes

S/N	Programme Name	Programme Duration	Start Date
1.	Basic Technician Certificate in Social Protection (BTCSP) or NTA Level 4	1 Year	October 2022
2.	Technician Certificate in Social Protection (TCSP) or NTA Level 5	1 Year	October 2022
3.	Diploma in Social Protection (ODSP) or NTA Level 6	1 Year	October 2022

¹ ECASSA is an acronym for the East and Central Africa Social Security Association. ECASSA is an umbrella body of 21 social security schemes from seven (7) countries in the region, which was established in March 2007 in Kigali – Rwanda with the ultimate aim to work in cooperation to improve the quality and effectiveness of social security services to the people in the Eastern and Central Africa. For further information, kindly visit www.ecassa.org

² NTA is an acronym for National Technical Awards. The NTAs are competence-based and are designed to testify that the holder of the award is able to apply competently the knowledge and skills described in the relevant occupational sector. For further information, kindly visit <https://www.nacte.go.tz/index.php/curriculum/>

4.0 Programme Structure

4.1 Basic Technician Certificate in Social Protection (BTCSP) or NTA Level 4

Table 2 Module Structure for BTCSP First Semester

Code	Module Title
SPT 04101	Elements of Social Protection
SPT 04102	Fundamentals of Risk Management
CLT 04101	Basic Communication Skills
MTT 04101	Elements of Business Mathematics
BST 04101	Principles of Book Keeping

Table 3 Module Structure for BTCSP Second Semester

Code	Module Title
SPT 04201	Fundamentals of Social Security Laws
SPT 04202	Introduction to Social Protection Systems
BST 04201	Basic Entrepreneurship Skills
ITT 04201	Basic Information Technology Applications
SPT 04203	Field Practical Work

4.2 Technician Certificate in Social Protection (TCSP) or NTA Level 5

Table 4 Module Structure for TCSP First Semester

Code	Module Title
SPT 05101	Introduction to Social Protection
ECT 05101	Elements of Economics
CLT 05101	Basic Communication Skills
MST 05101	Basic Math & Statistics
BST 05101	Basic Accounting Principles
ITT 05101	Introduction to Computer Applications

Table 5 Module Structure for TCSP Second Semester

Code	Module Title
SPT 05201	Introduction to Social Security Laws
SPT 05202	Administration of Social Security Systems
SPT 05203	Introduction to Risk Management
BST 05201	Fundamentals of Entrepreneurship
BST 05202	Basics of Marketing & Financial services.
SPT 05204	Field Practical Training

4.3 Diploma in Social Protection (ODSP) or NTA Level 6

Table 6 Module Structure for ODSP First Semester

Code	Module Title
SPD 06101	Principles of Social Protection
ECD 06101	Principles of Economics
BSD 06101	Principles of Accounting and Finance
CLD 06101	Learning and Communication Skills
MTD 06101	Basic Mathematics & Statistics
ITD 06101	Information Technology Applications

Table 7 Module Structure for ODSP Second Semester

Code	Module Title
SPD 06201	Legal Aspects of Social Protection
SPD 06202	Administration of Social Protection Schemes
SPD 06203	Fundamentals of Social Risk management
BSD 06201	Introduction to Entrepreneurship
BSD 06202	Principles of Marketing
SPD 06204	Field Practical Work

5.0 Admission Requirements

Table 8 Summary of Admission Criteria

S/N	Programme Name	Admission Requirements
1.	BASIC TECHNICIAN CERTIFICATE IN SOCIAL PROTECTION (BTCSP) or NTA Level 4	Holder of Certificate of Secondary Education Examination (CSEE) with four (4) D passes and above.
2.	TECHNICIAN CERTIFICATE IN SOCIAL PROTECTION (TCSP) or NTA Level 5	Holder of Basic Technician Certificate (NTA Level 4) or holder of Advanced Certificate of Secondary Education Examination (ACSEE) with One Principal Pass and one Subsidiary Pass.
3	ORDINARY DIPLOMA IN SOCIAL PROTECTION (ODCSP) or NTA Level 6	Holder of Technician Certificate in Social Protection (NTA Level 5) or holder of Advanced Certificate of Secondary Education Examination (ACSEE) with Two Principal Passes and One Subsidiary Pass.

5.0 Mode of Application

You are invited to apply either online at the EISP website: www.eisp.ac.tz or you may visit the institute in Arusha at the Summit Centre Building, 3rd Floor, along Sokoine Road, and collect an application form. While at the institute, you will be able to complete and submit your application form physically. Applicants are strongly advised to read carefully EISP's Admission Guidebook at www.eisp.ac.tz before they start lodging their application in order to be familiar with the entry requirements, location and fees of the institution. A non-refundable application fee of **TZS 20,000** should be paid by all applicants during the application process to the bank account provided below.

6.0 Payment Details

Successful candidates should pay tuition fees and other related payments as required upon receiving both the admission letter and joining instructions prior to the commencement of studies for academic year 2022/2023 by 25th October 2022.

Bank Name: Azania Bank– Arusha Business Centre, Tanzania

Name of Account: ECASSA Institute of Social Protection

Account No. (TZS): 022000009276

Account No. (USD): 022010001729

Swift Code: AZANTZTZ

Table 9 Summary of Fee Structure

S/N	Programme Name	Annual Fees (TZS)	Student ID	IT Fee	Examination Fee	TOTAL
1.	Basic Technician Certificate in Social Protection (BTCSP)	900,000/=	10,000/=	40,000/=	50,000/=	1,000,000

	or NTA Level 4					
2.	Technician Certificate in Social Protection (TCSP) or NTA Level 5	1,100,000/=	10,000/=	40,000/=	50,000/=	1,200,000
3.	Diploma in Social Protection (DSP) or NTA Level 6	1,100,000/=	10,000/=	40,000/=	50,000/=	1,200,000

Table 10 Tuition Fee Instalments

S/N	Programme Name	Annual Fees (TZS)	First Instalment Upon Registration (60%)	Final Instalment Before End of Semester I Exams (40%)
1.	Basic Technician Certificate in Social Protection (BTCSP) or NTA Level 4	1,000,000/=	600,000/=	400,000/=
2.	Technician Certificate in Social Protection (TCSP) or NTA Level 5	1,200,000/=	720,000/=	480,000/=
3.	Ordinary Diploma in Social Protection (ODSP) or NTA Level 6	1,200,000/=	720,000/=	480,000/=

For further information, please contact;

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Registrar

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