THE AGA KHAN UNIVERSITY

Institute for Educational Development, East Africa

ADMISSION INFORMATION

September 2025

INSTITUTE FOR EDUCATIONAL DEVELOPMENT, EAST AFRICA
AGA KHAN UNIVERSITY

MASTER OF EDUCATION PROGRAMME 2025

ADMISSION INFORMATION

INDEX

Information for Applicants: Introduction

Thank you for your interest in the Master of Education programme. Details about the programme, admissions criteria and contact information are provided on pages 2-6. All applicants are expected to apply online. **Please read the admission information carefully before filling out the online application**.

The 18-month full-time Master of Education is an intensive graduate programme for experienced teachers, teacher trainers, principals, and other professionals related to the field of education. The programme provides a clear theoretical framework and principles that support quality professional practice, equipping programme participants to become exemplary teachers and educational leaders in a variety of contexts. Applications are welcome from candidates across East Africa and beyond; women are strongly encouraged to apply.

Admission Policy

Admission is based on merit, assessed through several criteria including scholastic achievements, work experience, English language proficiency, critical thinking and the candidate's results in the admission test and interview. Fulfillment of basic eligibility requirements or a high score in any single aspect of the admissions process is not sufficient for selection.

Admission Requirements

- An undergraduate degree, with at least lower second-class (or equivalent) from a recognized University
- Minimum five years of working experience if from the Kenyan public sector
- English skills sufficient to access a graduate-level course
- Ability to demonstrate strong reasoning and reflective skills
- Submit a Personal statement (Requirements provided below)

Personal and Specialization Statement

Applicants must submit a 'Personal Statement' to support their application. This should not exceed 1000 words.
- This statement provides the candidate an opportunity to explain why this programme is important to them. Candidates should explain how their professional experience relates to their chosen specialization. It will be important for candidates to clearly state how the master's level study and the qualification will support their future careers.

The following instructions should be followed when writing the personal statement:

- Ensure that it is typed and well presented.
- It should be written in good English.
- Ensure that this is your own original work. Do not copy your statement, in whole or in part, from anybody else's nor from any other source, including the Internet. If detected this may lead to your application being invalidated or, if detected at a later stage, dismissal from the programme. **The University may pass the personal statement through anti-plagiarism software.**

Please provide reasons for the specialization (Explain your justification of the specialization you have chosen for the MEd programme in about 500 words)

Please Note:
Degrees awarded by Universities not operating in East Africa without East African charters will be assessed to confirm comparability standards.

Applicants who meet eligibility requirements will be required to write the English Test administered by the University. Successful applicants will be invited to a face-to-face interview. Candidates will be required to present their original degrees and certificates at the time of the interview.

Location

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The Aga Khan University, Institute for Educational Development, East Africa (IED-EA) is based in Upanga, Ilala District, Dar es Salaam, Tanzania.

Course Content

Core courses:
- Educational leadership and management Research methods
- Science of Teaching and Learning
- Inquiry 1
- Inquiry 2

Areas of specialization:
- Early Childhood Development
- Primary Education
- Secondary Education
- Tertiary Education

Note: Students from the Kenyan public sector will require approval from their Kenyan County office to take the 'Early Childhood Care and Education' specialization.

Elective course *(Students will be informed about the electives to be offered in a particular year)*
- Policy Studies in Education
- Citizenship Education: Principles and Practice
- Early Childhood Literacies
- Education for Sustainable Development
- Educational Assessment Measurement and Evaluation
- Organization Development
- Special Needs and Inclusive Education
- Fundamentals of Logical Reasoning and Critical Thinking
- Digital Literacy
- Sensitive Issues in Education
- Programme Evaluation and Management
- Pluralism and Education in East Africa and the Globalizing World
- Gender in Education
- Organization Theory

Note: Students are not allowed to take 'Early Childhood Literacies' as an elective if they have taken 'Early Childhood Development' as a specialization.

Students will be required to undertake a Six-week Practicum period in an educational setting to provide them with the opportunity to try out ideas in practice. They will also conduct a-sustained in-depth research project to develop research skills in an area of interest. Students will also be expected to attend courses and tutorials.

Course Timings

Taught sessions are typically held from Monday to Thursday between 8.30 am - 12.30 pm, allowing time in the afternoons and on Fridays for self-study. The year of study is scheduled as follows:

September 8, 2025   Induction week   (1 week)
September 15, 2025   Semester 1   (16 weeks)

January 26, 2026	break	(2 weeks)
February 9, 2026	Semester 2	(16 weeks)
June 8, 2026	Annual Break	(12 weeks)
September 14, 2026	Semester 3	(16 weeks)
January 23, 2027	Break	(2 weeks)
February 16, 2027	Semester 4	(16 weeks)
June 8, 2027,	Annual Break	(12 weeks)

Application Fee

An application Fee of Tshs 57,000 for Tanzania local applicants. All foreign applicants should pay the equivalent of Tsh. 57,000. Application fee can be paid through direct bank deposit using below bank details or online using: https://shop.directpay.online/paymybills/AgaKhanUniversityTanzania

M-PESA (Can Only be done by M-PESA registered users in Tanzania)
Step1: *150*00#
Step2: Select 4 Payment by M-PESA
Step3: Select 4 Enter business number
Step4: Enter 899961
Syep5: Enter reference number it can be invoice number, candidate name, you dictate what they need to enter.
Step6: Enter Amount
Step7: Confirm 1 payment to AGA KHAN UNIVERSITY

BANKING INFORMATION
For Tanzanians and others

Account Name	Aga Khan University
Bank Name	Diamond Trust Bank Tanzania Limited
Branch Name	Mosque Street Branch
Bank Address	P.O. Box 115, Dar es Salaam, Tanzania
US Dollar Account Number	0092897002 *(For foreign currency payment)*
TSh Account Number	0092897001*(For Tanzania only)*
SWIFT CODE	DTKETZTZ

For Kenyans

Bank Name	Diamond Trust Bank Kenya Ltd P.O. Box 39694 - 00623, Nairobi, Kenya
Branch Name	Parklands Branch
Beneficiary Name	Aga Khan University
Account Number	0500444002
Account Currency	Kenya Shilling
SWIFT CODE	DTKEKENA

For Ugandans

Bank Name	Diamond Trust Bank Uganda Limited
Branch Name	Main Branch, Kampala

Account Title	The Aga Khan University, Uganda
Account Number	0101839028
Account Currency	Uganda Shilling
SWIFT CODE	DTKEUGKA (BIC: DTKEUGKAXXX)

Tuition Fee and Costs

Tuition fees, accommodation fees, and other costs are subject to change and are determined each year. All registered students within the East Africa Community (EAC) and Southern African Development Community (SADC) will pay a tuition fee of Tsh 9,447,000 per program and Tsh 1,860,000 for accommodation.

Funding

AKU Financial Assistance Programme
The University will be operating a needs-sensitive financial assistance programme. Through this programme, students may apply for financial assistance from the University to pay for their educational and accommodation expenses.

The registered students may apply for financial support through the financial assistance program. Candidates who need financial assistance will be required to complete a form explaining their financial circumstances and submit supporting documentation including bank statements and pay slips.

Financial assistance is offered on the basis of demonstrated need as evaluated by the University from data provided by the student, his/her family and other avenues that the University may deem appropriate. It is strongly recommended that every student desirous of receiving financial assistance from the University should thoroughly explore all other possible sources of assistance. Financial assistance decisions are finalized and communicated to the students after the commencement of the academic session.

Please note that, in accordance with University policy, degree parchment and transcripts are only released when the loan and any other debts with the University are repaid in full.

Accommodation

The University has limited hostel accommodation for students. Depending on availability and need, the University will give priority to students on a first-pay first served basis.

Hostel accommodation is for students only. Family members, including children of any age, are not allowed to stay in hostels. In the event that one has to have children in the course of their studies, they are advised to seek their own alternative arrangements for accommodation. More information on availability and costs can be obtained from the Registrar's Office: regoff.tz@aku.edu

Professional Development Tutors

Students offered scholarships and financial assistance will be expected to be available for at most six months in the first three years after graduation to take on work on behalf of the University in the role of *Professional Development Tutors* (PDTs). The availability of the students will be negotiated with their respective institutions.

This may involve conducting outreach courses for serving teachers, helping as research assistants, supporting the recruitment of future master's programme students and acting as liaison officers for community projects being undertaken by the University. In matching PDTs with opportunities that arise, efforts are made to minimize traveling and disruption to employment.

Note: Sponsors may have additional requirements as part of their terms, please read all information carefully before you accept the formal offer from the University.

Medical Information

All students will be required to produce a doctor's letter indicating fitness to undertake a rigorous academic programme. More information will be sent about this to successful candidates.

How to Apply

Candidates are encouraged to apply online. For assistance in completing the online application, applicants are advised to go through the Frequently Asked Questions (FAQs) or Understand the Online Process.

Only in situations where the online application is not accessible, candidates are advised to call, email, or visit the campus (Fridays at 9:00 am to 4.30 pm) for any support that they need to complete the online application. Physical, email and telephone contact information is provided at the end of this document.

A complete application must include the following:

(See specifications for uploading documents in the table below)

- ❖ Complete application form submitted online; Recent passport size colour photograph;
- ❖ Certified copies of degree/diploma certificates and transcripts, form IV and/or Form VI certificates. DO NOT upload result slips;
- ❖ Foreign Verification certificate obtained from Tanzania Commission for Universities for degrees obtained outside Tanzania.
- ❖ Two letters of reference from your referees; If any of your referees decide to send the reference directly to us, please indicate this in a cover letter. Remember that your application will not be processed until these are received (*Please download the referee's form from the website and send to your referees to complete*).
- ❖ A personal statement not exceeding 1000 words;
- ❖ Reasons for selected specialization not exceeding 500 words;
- ❖ Where applicable, applicants should request their Principal or respective supervisor to complete the bonding agreement (*please download the form from the website);*
- ❖ Applicants from the Kenyan public sector should send copies of their application forms and supporting documentation to the Teachers' Services Commission, Kilimanjaro Road, Nairobi.

SPECIFICATIONS FOR UPLOADING DOCUMENTS

Document	Uploading Size (should not exceed)	Uploading Format
Passport size color photograph showing full face *(taken within last week to reflect current appearance)*	2 MB	JPEG
Attested copies of all the required documents; official transcripts, certificates etc.	5 MB each	PDF / JPEG
Proof of application fee paid *(see relevant sections for more details)*	5 MB	PDF / JPEG

Submitting an Application

The deadline for submitting the application is March 31, 2025.

The online portal will cease to receive applications at **5:00 pm March 31, 2025.**

Please ensure you have complied with the instructions in this information sheet. Candidates will be informed of pending, incomplete documents on the online portal. It remains the responsibility of the candidate to complete the application requirements according to the instructions and time schedule.

Aga Khan University reserves the right to admission; and to revoke admission and registration if an application form is discovered to be inaccurate or incomplete or if supporting documents are discovered to be fraudulent. Any candidate who presents a fraudulent document in support of an application for admission may be identified to other universities and colleges.
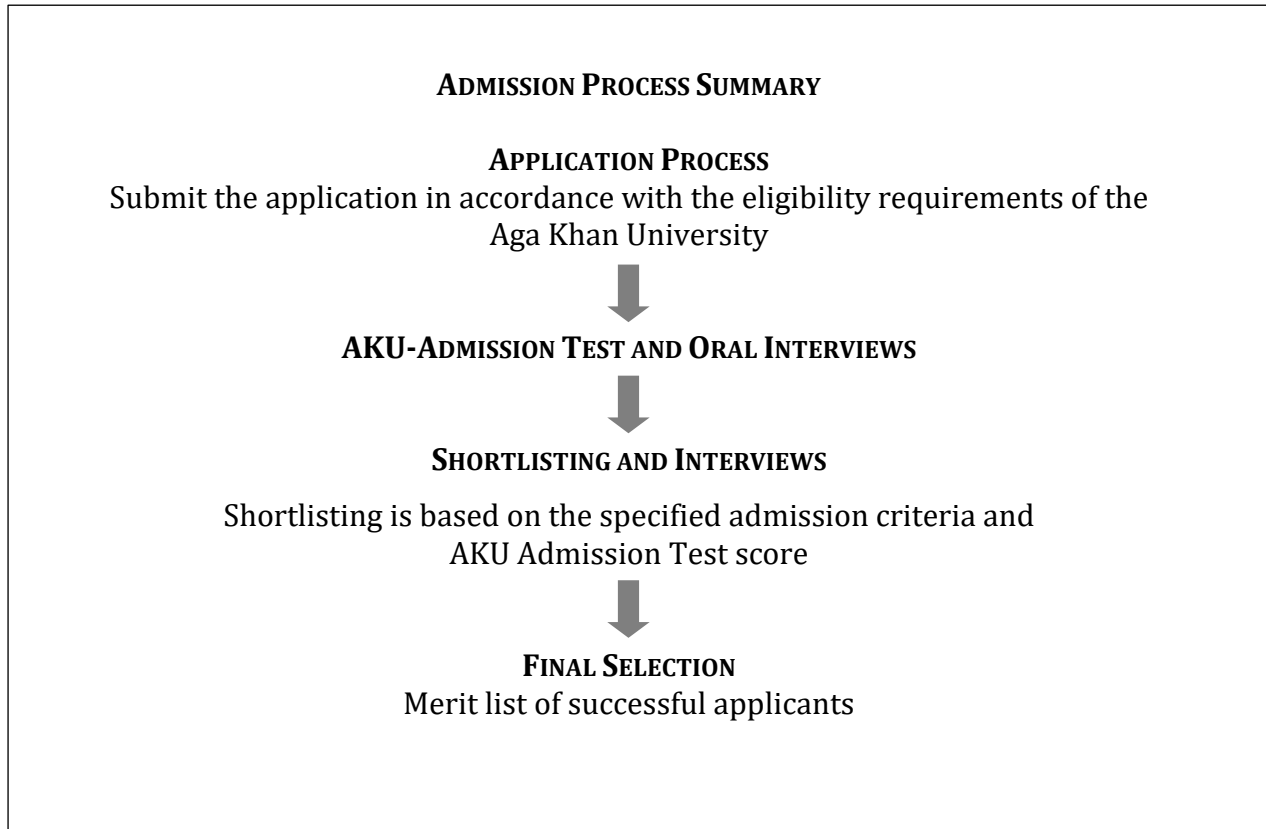
Repeat Applications

A fresh application together with necessary documentation must be submitted for a particular admission cycle. The University does not have a policy of automatically carrying forward applications from one cycle to the next.

Provisional Applications

The Aga Khan University will accept provisional applications from candidates who may have documents pending to be submitted including reference letters or transcripts. All such applications will be evaluated for admission on a provisional basis. To process an application for final selection, applicants must submit their (pending) documents per the minimum eligibility requirements by the date specified by the University. In case pending documents are not submitted within the due date as communicated by the Admissions Officer handling your application, the application will stand canceled.

It is the candidate's responsibility to ensure that pending documents are uploaded online/ received in the Admission Office according to the published schedule. Notifications are sent to candidates on the online portal.

DEADLINE FOR RECEIPT OF APPLICATIONS: MONDAY, MARCH 31, 2025.

ADMISSION PROCESS SUMMARY

APPLICATION PROCESS

Submit the application in accordance with the eligibility requirements of the
Aga Khan University

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AKU-ADMISSION TEST AND ORAL INTERVIEWS

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SHORTLISTING AND INTERVIEWS

Shortlisting is based on the specified admission criteria and
AKU Admission Test score

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FINAL SELECTION

Merit list of successful applicants

For more information, please contact:
Ms Agatha Damas |Assistant Registrar | AKU-IED, East Africa
Email: regoff.tz@aku.edu
Tel: +255 (0) 784 79 76 01