

UNIVERSITY OF DAR ES SALAAM



DAR ES SALAAM UNIVERSITY COLLEGE OF EDUCATION

FACULTY OF HUMANITIES AND SOCIAL SCIENCES

**INFORMATION TO UNDERGRADUATE STUDENTS
TAKING BACHELOR OF ARTS IN POLITICAL SCIENCE
AND PUBLIC ADMINISTRATION 2026/2027**

1. Introduction

The Faculty of Humanities and Social Sciences (FoHSS) is one of the three faculties at Dar es Salaam University College of Education (DUCE) (the others are Faculty of Education and Faculty of Science). The Faculty consists of three departments namely History, Political Science and Development Studies; Geography and Economics, and Languages and Literature. It primarily offers four bachelor degrees: Bachelor of Arts with Education (BA. Ed.) and Bachelor of Arts in Disaster Risk Management (DRM), Bachelor of Arts in Political Science and Public Administration BA (PSPA), and Bachelor of Arts in Economics (BAEC). Studies in the four programmes are semesterized and students enrolled in any of the programs are supposed to register and study all compulsory courses offered in all semesters according to the programme enrolled.

2.0 Programme Review

The Bachelor of Political Science and Public Administration programme is founded on a participatory learning philosophy that promotes dynamic interaction among instructors, students, policymakers, and other stakeholders. The core objectives of the programme are as follows:

- i. Develop graduates who can demonstrate competence in organizational management and strategic problem-solving to contribute to both public and private institutions.
- ii. Generate experts capable of analyzing and synthesizing complex public policy issues with a deep understanding of public policies.
- iii. Equip individuals with the knowledge and competencies to evaluate and address issues connected with public affairs
- iv. Empower graduates to integrate and apply their knowledge and skills in public administration, demonstrating cultural competence and adaptability in national and international contexts
- v. Enhance students' capacity to critically evaluate and expand their understanding of the operations of governmental entities.

3.0. Courses Offered

Semester 1, Year 1

Course Code	Course Name	Core or Elective	Course credits
PS 115	Introduction To Political Science I: Theories and Approaches	Core	12
PS 118	Classical Political Thought	Core	12
DS 114	Development Perspectives I	Core	12
PS 120	Introduction to Political Science Research	Core	12
PL 111	Introduction to Critical Thinking and Argumentation	Core	12
PL 100	Introduction to Philosophical Analysis	Elective	12
HI 103	Capitalism and Imperialism in World History	Elective	12
EC 116	Introductory Microeconomic Analysis I	Elective	12
EC 117	Introductory Macroeconomic Analysis II	Elective	12
Total			72

Student must choose one elective course.

Semester 2, Year 1

Course Code	Course Name	Core or Elective	Course credits
PS 119	Contemporary Political Thought	Core	12
PS 117	Politics and State in Tanzania	Core	12
PS 116	Introduction to Political Science: Processes and Practices	Core	12
PS 121	Research Methods in Political Science	Core	12
DS 115	Development Perspectives II	Core	12
CL 106	Communication Skills for Arts and Social Sciences	Core	12
Total			72

Semester 1, Year 2

Course Code	Course Name	Core or Elective	Course credits
PS 220	Organization Theory	Core	12
PS 231	African Political Thought	Core	12
PS 237	Political Economy	Core	12
PS 233	Introduction to Public Policy	Core	12
PS 235	African Politics	Elective	12
IR 200	International Relations: Theories and Approaches	Elective	12
Total			60

Semester 2, Year 2

Course Code	Course Name	Core or Elective	Course credits
PA 200	Public Administration and Bureaucracies	Core	12
PA 202	Local Government	Core	12
PA 201	Public Administration in Tanzania	Core	12
PA 203	Public Finance Management	Elective	12
PA 204	Public Human Resource Management	Core	12
PA 205	Management of Service Delivery in Local Government	Elective	12
PS 224	Comparative Political Systems: Developing Economies	Elective	12
IR 201	Issues in International Relations	Elective	12
CoSS PT 299: Practical Training for Social Sciences		Core	0
Total			60

Semester 1, Year 3

Course Code	Course Name	Core or Elective	Course credits
PS 332	Theory and Politics of Development	Core	12
PS 334	Human Rights: Theory and Practice	Core	12
PA 300	Organisational Management and Development	Elective	12

PA 301	Administrative Law	Core	12
PA 304	Performance Management in Public Administration	Core	12
PA 303	Employee and Labour Relations	Elective	12
IR 303	The Politics of North-South Relations	Elective	12
Total			60

Semester 2, Year 3

Course Code	Course Name	Core or Elective	Course Credits
PS 351	Legislature and Legislative Process	Core	12
PS 342	Gender and Politics in Africa	Elective	12
PS 337	Civil Society and the State	Core	12
PS 335	Democracy: Theory and Practice	Core	12
PA 302	Public Leadership and Professional Ethics	Core	12
PA 305	Fundamentals of Project Planning and Management	Elective	12
IR 302	Peacemaking and Conflict Resolution	Elective	12
FN 205	Financial Literacy	Core	0
Total			60

4.0 General University Examination Regulations

The Examinations regulations contained in the UDSM prospectus apply to all **first**, second, and third-year University Examinations at DUCE.

1. All first and continuing students register at the beginning of the first semester of the academic year. Registration of courses is done online through the *Academic Registration Information System (ARIS)*.
2. The University Examinations include the entire process of assessment, i.e. assignments and tests, presentations, practical and final examinations.
3. All courses offered during a semester are examined at the end of that semester except where the Principal of the College gives permission otherwise.
4. Assessment of the student's progress is based on the following grading system:
A: 70-100
B⁺: 60 - 69
B: 50 - 59
C: 40 - 49
D: 35 - 39
E: 0 - 34
5. Course grades are based on an end-of-course examination (University Examination [UE]) and coursework assessment (CA). The UE constitutes 60% of the total course assessment whereas CA is 40% for most courses with few exceptions where UE and CA carry 50% each (e.g. teaching subject methods courses).
6. For purposes of degree computation, these grades shall have the values of:
A = 5 points,
B⁺ = 4 points
B = 3 points
C = 2 points
D = 1 points
E = 0 point.

7. The pass mark in each of the courses taken is “C”. The mark for “absolute fail” is “E”.
8. Courses are weighted by multiplying the final grade of a given course by the number of its course credits. Course grades multiplied by the appropriate credits weighting are accumulated over the whole study period and form the basis for the degree assessment.

The degree classification is based on 432 credits from the courses permitted under the degree program.

The final degree is graded as first class, upper second class, lower second class, and pass as follows:

First Class	4.4 - 5.0
Upper Second	3.5 - 4.3
Lower Second	2.7 - 3.4
Pass	2.0 - 2.6

9. In each case, the average point is calculated on the basis of truncation after the first decimal point (e.g. 4.39 shall be taken as 4.3).
10. A student failing a course in any year is required to supplement provided the overall GPA is not less than 1.8 for students belonging to the FoHSS. Supplementary examinations are marked out of 60% and the coursework marks (out of 40%) are added to the supplementary marks to give the student a “C”, “D”, or “E” grade. That means a course that has been supplemented is awarded a maximum of a “C” grade.
11. Provided the overall GPA after the supplementary examination is 2.0 or above, a student who fails supplementary examinations is allowed to carry over flexibly into the subsequent academic year's such number of failed courses as a requisite for the fulfilments the requirement of passing a total minimum number of course credits for the program.
12. A carried-over course must be taken in full, including all the coursework. A carried-over course is awarded a maximum of “C”.
13. The carried-over course or courses must be cleared within the maximum allowable registration period, namely five years.
14. Special examinations given at the time of supplementary examinations are treated as first sitting and graded as such.
15. A student who, for satisfactory reasons, has not completed an important portion of his/her coursework, is awarded an “I” (“Incomplete”) grade. A student who has been awarded an “I” grade is required to clear the grade during the time of supplementary examinations for that academic year. Except with the approval of the College Board, any “I” grade not cleared at the time of the supplementary examinations automatically becomes “E”.
16. A student who has obtained an “E” grade due to “I” is required to carry over the relevant course and is treated like any other carried-over course as per regulation.
17. A student who obtains less than 16 marks in his/her coursework grade is deemed to have failed the coursework and will be barred from taking the examination in that course. A student who is so barred will be required to carry over the course, other regulations permitting.
18. A student is **discontinued** from studies at DUCE on academic grounds if either he/she attains an overall GPA of less than **1.8 outright** (during first sitting), or he/she obtains a GPA of less than 2.0 after sitting for supplementary examinations.
19. Students must clear all courses within 5 years for the 3-year program. Any student who has failed to clear any course at the end of the maximum period is deemed to have failed the program and will not be awarded a degree.

4.1. Other examination regulations

1. The FoHSS requires a minimum of 16 marks for Coursework (CA); otherwise, the student will be required to carry over the course in the next semester or year.
2. All formal communication regarding postponement of examinations (**PEX**) and postponement of studies (**POS**) **MUST** be conducted through official correspondences; otherwise a student not obeying this regulation will be **discontinued**.
3. Unauthorized materials (All types of cellular phones, smart accessories (watches, pens, eyes glasses, etc.) study materials, etc.) **MUST NOT** be brought near or into the examination room.
4. Principal of the College may bar any candidate from being admitted to any examination in any course where the principal is not satisfied that the candidate has completed satisfactorily by attendance, performance or otherwise the requirements of the subject of course. Satisfactory attendance shall mean attending a minimum of 75% of the prescribed contact hours for the course.
5. A student who is required to sit for a special examination will be assigned a “PEX” (Postponed Exam) grade and one who, for satisfactory reasons, has not completed his/her coursework will be assigned an “I” (Incomplete) grade.
6. A student who will have a “PEX” or “I” grade in a course during any academic year will be required to clear the course examination during the time of special examinations for that academic year. Except with the approval of the respective College/School/Institute Board, a student who will not clear any “PEX” or “I” grade at the time of special examinations will be considered to have absconded studies.
7. All students must pass all core courses in their study programmes.
8. Each course will be offered and assessed in the same semester and a grade awarded. External examination and determination of pass or fail status, however, shall be done at the end of the academic year (i.e., at the end of the second teaching semester in each academic year).
9. The duration of the examination will be three hours regardless of number of credits allocated to a given course. However, candidates with special needs will be provided, 15 minutes in each hour of the examination for those who use computers, typewriters and large font examination, 20 minutes in each hour of the examination for those who conduct open and semi-open book and 40 minutes in each hour of the examination for those with neurological conditions, health issues and physical impairments which hamper their writing speed.

5. Practical training

Students will be obligated to participate in practical training (PT) during the second semester of their second year. This Practical Training is structured to span for 8 weeks, during which students will be affiliated with an organization pertinent to their chosen specialization. The primary objective is to acquire practical experience and implement acquired knowledge in a real-world context. The evaluation of Practical Training will be based on a PASS/FAIL grading

system. PT will not have university examination. Students will be required to submit PT reports after the PT sessions which will be marked by Internal Examiners. PT assessment will be based on the following items:

Employers Assessment	10%
Logbook	20%
Final Report	60%
Supervisor's Report	10%
TOTAL	100%

6. FACULTY LEADERSHIP AND STAFF

7.1 Faculty Management Leadership

The faculty management consists of the Dean, three Heads of Department, and three Examination Officers. The faculty also has the Senior Administrative Officer and the Secretary.

Faculty Dean: Prof. Edwin Babeiya, BA, MA, PhD (Dar)

(Mobile +255 787679792; email: babeiyae@yahoo.o.uk)

Heads of Academic Departments:

Department of Geography & Economics - Department of Geography & Economics - Dr.

Gabriel Hinju – B.A., M.A. PhD, (Dar); (Mobile +255782247390; email:

hinju2005@gmail.com)

History, Political Science and Development Studies,- - Dr. John Kihamba B.A., M.A., PhD

(Dar)(Mobile+2550755906063;email: kihamba@udsm.ac.tz)

Languages and Literature: - Dr. Margeth Kibiki-BA,MA, PhD (University of Dar es Salaam)

(Mobile +255757232921):Email kibiki65@gmail.com/magreth.kibiki@duce.ac.tz)

Examinations Officers:

Dr. George Kitundu – Languages and Literature BA. (Ed). (Dar), M.A.,PhD (Dar); (Mobile 0765686073; email: george.jerald@yahoo.com; George.kitundu@duce.ac.tz)

Dr. Bahati Ally Magesa – Geography & Economics B.A., M.A. PhD, (Dar); (Mobile 0787172895; email: bahatially134@gmail.com)

Dr. Peter Samwel - History, Political Science and Development Studies BA, MA (Dar). PhD;
Mobile +255 0767 009992; Email: petersamwel45@yahoo.com)

7.2 Administrative Staff

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| 1. Mr. Watson Ntiluva | Senior Administrative Officer |
| 2. Ms. Happiness Jumbe | Personal Secretary |

7.3 Academic Staff

Currently, the FoHSS has 123 members of Academic Staff: