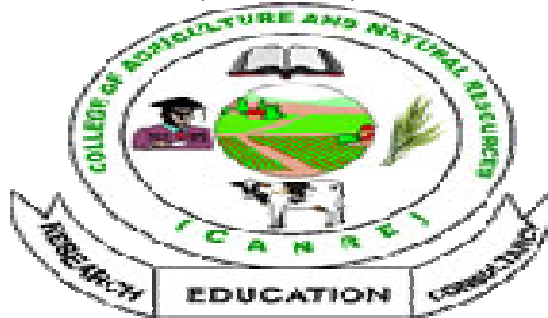


**COLLEGE OF AGRICULTURE AND NATURAL RESOURCES
(CANRE)**



**P.O BOX 6876
DAR ES SALAAM
TANZANIA**



PROSPECTUS 2020/21

1.0 BACKGROUND INFORMATION

College of Agriculture and Natural Resources (CANRE) is an autonomous campus college of the Institute for Environment and Development Studies (IEDS) which is a privately owned institute aimed at promoting agriculture and management of natural resources in Tanzania. The core values that underpin the vision and mission of CANRE are founded on the “Chapter 14 of UN Agenda 21 adopted in 1992” in a practical way to all people, especially the poor.

The College encompasses agricultural production and productivity, the environmental goods and services that the rural sector provides. The college enthusiasm is to enable 21st Century agriculture to feed, fuel and clothe the world's burgeoning population using agricultural systems that are sustainable, humane, and beneficial to rural environments and those who work and dwell there worldwide.

The college focuses on areas of training, learning and research in crop and soil science; animal production and health; agricultural economics and agribusiness; agricultural engineering and technology. The modular structure of our courses allows students to select from many subjects taught across the college, thus providing for the individual student's specialist needs as well as developing a core understanding of their subject.

1.1 Vision

A centre of Excellence in Teaching, Research, Consultancy and Community Services in Agriculture and Natural Resources

1.2 Mission

To maintain the product of quality standard graduates who will stand the test of time in knowledge, skills and attitude well adopted to employment or self employment in the sector of Agriculture and National Resources Management.

1.3 Core Business Values

- **Integrity:** Ethical, transparent, honest, openness, fairness, trustworthy and reliable;
- **Client Focused:** responsible, client oriented, goal driven, caring & courteous, accessible, approachable, friendly, empathetic and sensitive
- **Dedicated:** committed, passionate, motivated, diligent, take ownership and discipline;
- **Rational:** analytical, critical, logical, sensible, decisive, and objective
- **Productive:** result oriented and output driven
- **Team work:** consultative, participative, collaborative, co-operative and interactive

1.4 Mandated Activities

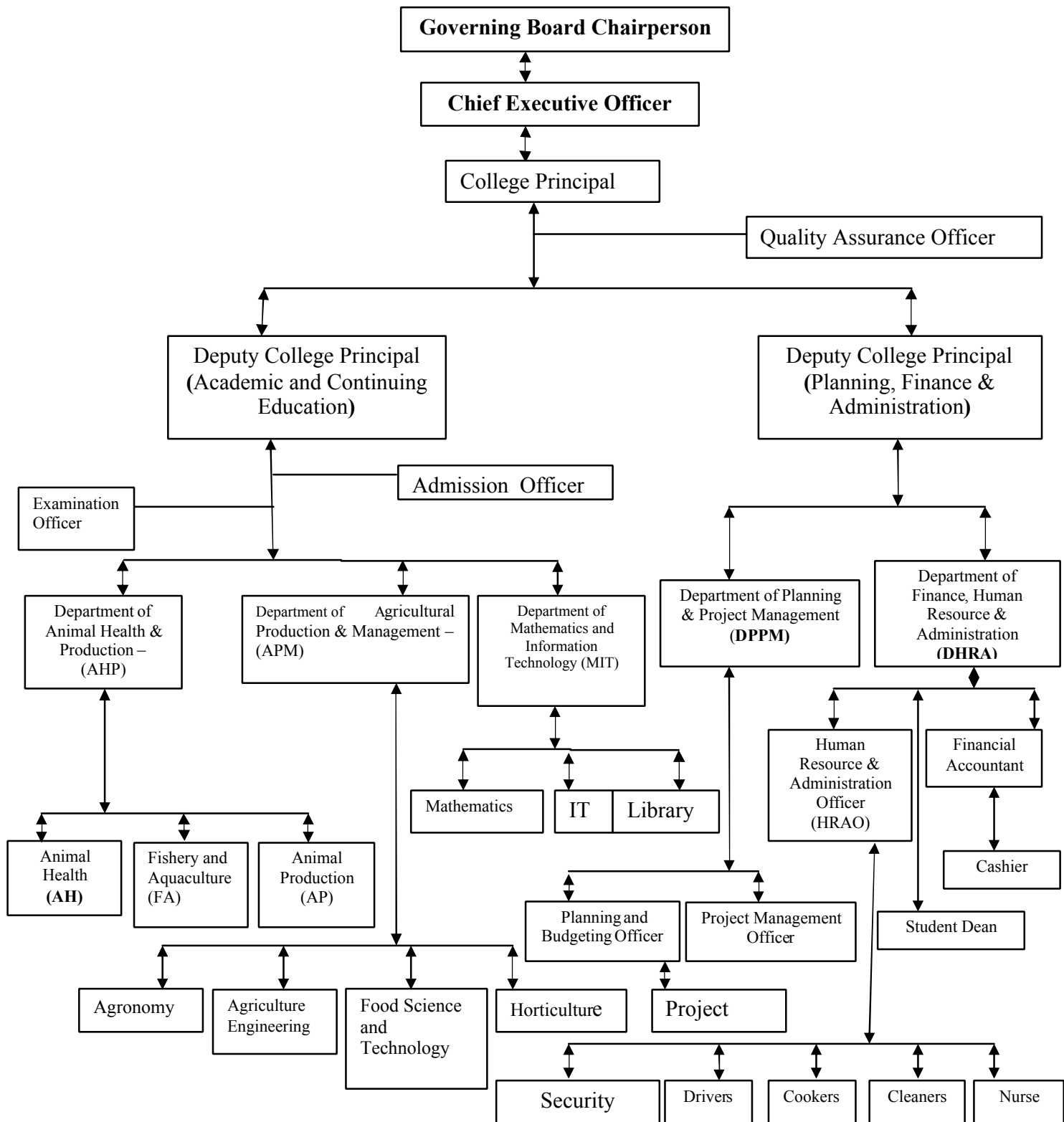
As per its establishment, the college is mandated to undertake the following activities:

- The provision of **academic programmes** at CANRE leading to the awards of certificates, diplomas and degrees.
- **Research** into major issues of sustainable agriculture, economic and social development, sustainable livelihoods and sustainable development.
- The provision of **Consultancy, Research and Training** work for international agencies, national governments and institutions, and private bodies.
- Planning, organizing and conducting **short courses, workshops/conferences and seminars** in the field of agriculture, environment and natural resources management.

1.5 Organizational structure

From an essentially bureaucratic institution hierarchically structured around inflexible discipline-based departments to a collegial, self-organizing, self-managing learning organization, in which the predominant management structures are flexible task forces composed of people with backgrounds in different fields but working and learning together to achieve the College goals.

ORGANIZATION STRUCTURE OF CANRE



2.0 LOCATION

The College is located in Ilala Municipality, Dar es Salaam City, 25 Kilometers from City Centre at Plot No. 385 - 395 Kisukulu Area Block C (Bonyokwa). It can be reached via Kimara Mwisho, Kinyerezi Mbuyuni and/or Segerea Magereza.

3.0 FACILITIES

The College has excellent student training, learning, information technology, laboratory and recreational facilities

4.0 MANAGEMENT

The College is managed by the Chief Executive Officer (CEO) who is charged with day to day management of the College's activities. The College Principal assists the CEO in managing the College as she/he is the head of administration and academic affairs.

5.0 STAFF

The College has highly dedicated professional and support staff. The Ministry of Agriculture Food Security and Co-operatives (MAFC) and the Ministry of Fisheries and Livestock Development (MFLD) has accepted its curriculum to be used by the College hence a number of staff will be seconded to the College and some are used as part time staff by respective ministries.

6.0 PROGRAMMES:

In striving to fulfil its mission, CANRE offers FOUR programmes, all focus on empowering rural communities in Tanzania and rest of the world.

A/ Academic Programmes

1. Certificate in General Agriculture (CGA) , Certificate in Agriculture Production (CAP) and Animal Health and Production (CAHP)
2. Diplomas in General Agriculture (DGA) , Agriculture Production (DAP), Animal Health and Production (DAPH)
3. Short Courses
4. Day Release Courses

B/ Research Programmes

C/ Consultancy Services

D/ Development Programmes

1. Rural Youth Development (RYD)
2. Rural Entrepreneurship Development (RED)

E/ Income Generating Programmes (IGP)

A/ ACADEMIC PROGRAMME

CERTIFICATE IN GENERAL AGRICULTURE (CGA) /AGRICULTURE PRODUCTION (CAP)/ANIMAL HEALTH AND PRODUCTION (CAHP)

Start or build a career or business in Farming or Agricultural services.

This program is designed for the new farmer or those aiming towards employment in this field. This course gives the student knowledge and skills required to run or work confidently on a specialized or mixed farm. The program equips student with all the basics needed for general animal health, farm management and all important marketing skills.

This course is a TWO Years Program with two intakes in March and September of the respective year with the aim to educate and train interested young men and women to be efficient, sustainable farmers, trainers of other farmers, and facilitators of development in their communities. *“The program provide an excellent starting point to learn the fundamentals of farming”*

Structure – NTA Level 4

Date	Activity	Duration
From Day One to 15 weeks (Semester I)	Training (Theory and Practical)	15 Weeks
	In College – Semester I Exams	2 Weeks
After One Month Study Breaks come semester II	Training (Theory and Practical)	15 Weeks
	In College – Semester I Exams	2 Weeks
After First Year (NTA Level Completed)	Field Attachment	4 Weeks
Total		38 Weeks

Entry Requirements

Applicants should have completed O' Level Secondary Education in science subjects (particularly Biology) but applicants with other qualifications and relevant experience will be considered. Applicants must be fluent in the English Language. Suitable applicants who may not be fluent in English can make arrangements with the College management to come to the college for a six week course in English before

commencement of the course or must have passed English at their O' Level Secondary Education.

Curriculum

The curriculum for the certificate in General agriculture /animal production and health is designed to develop sound judgement in the student and impart knowledge and skills necessary for efficient, sustainable farming, and effective rural leadership. Teaching methods include classroom teaching, farm based practical skills instruction, project work, work experience and student centred social and recreational activities. The course is delivered using a modular system. The curriculum consists of the following modules:

NTA Level 4: Certificate in Agriculture Production (CAP)

S/N	Code	Module Name	Semester	
			1	2
1	APT 04101	Principles of Crop Production	√	
2	APT 04102	Animal Power	√	
3	APT 04103	Basic Plant Anatomy and Physiology	√	
4	APT 04104	Introduction to Soil Science and Management	√	
5	APT 04108	Basic Communication Skills	√	
6	APT 04110	Basic Mathematics in Agriculture	√	
7	APT 04205	Basic Crop Protection		√
8	APT 04206	Harvesting and Post-harvesting Techniques		√
9	APT 04207	Introduction to Farm Structure		√
10	APT 04209	Introduction to Computer		√
11	APT 04211	Farm Records and Record Keeping		√
12	GST 04213	Introduction to Agribusiness		√

NTA Level 4: Certificate in Animal Health and Production (AHP)

S/N	Code	Module Name	Semester	
			1	2
1.	AHT 04101	Anatomy and Physiology of Domestic Animals	√	
2.	AHT 04102	Basic Microbiology	√	
3.	APT 04103	General Livestock Husbandry	√	
4.	APT 04104	Livestock Feeds and Feeding	√	
5.	GST 04105	Basic workshop Technology and Farm Structures	√	
6.	GST 04106	Introduction to Computer	√	
7.	AHT 04207	Basic Parasitology		√
8.	AHT 04208	General Pathology		√
9.	APT 04209	Management of grazing land & Pasture Production		√
10.	APT 04210	Introduction to animal breeding		√
11.	GST 04211	Draught Animal Power		√
12.	GST 04212	Introduction to Livestock Extension		√
13.	GST 04213	Entrepreneurship		√
14.	GST 04114	Early morning and late evening practical	√	
15.	GST 04214	Early Morning & evening Farm project Practices		√

The programme comprises of **15** modules that are spread over two semesters in one academic year. A module has to be covered in one semester of fifteen (15) weeks. Therefore the whole programme has a total of thirty (30) weeks of study for full-time attendance mode. A student is not allowed to postpone studies in the middle of a semester. He/she can postpone studies after completion of one semester and resume studies within a period of two years.

Fundamental Modules

This refers to those modules that provide a range of basic skills, knowledge and principles appropriate for a graduate in the field of livestock production. Cross-cutting competencies like HIV/AIDS, Gender relations, environmental issues, Livestock Extension, Introduction to Computer, Entrepreneurship are also covered.

Core Modules

Modules associated with the core studies provide the development of the main theme of the programme. They broadly represent the main areas of activity in the respective disciplines, and the in-depth treatment of them will enable graduate to rapidly become an effective basic level livestock production technician.

ASSESSMENT

Assessment is an integral part of the learning process and assessment must support and complete the learning strategies in order to achieve the required outcomes. Assessment in particular, must reflect the required progression and be sensitive to the range of key skills developed.

Principles of Assessment

- a) Assessment will reflect the aims and objectives of the overall scheme, the route way and the learning outcomes of the module.
- b) Assessment will be designed to assist student learning, in particular their development as self-directed learners and the acquisition of key skills.
- c) Assessment will be varied, to facilitate motivation and in recognition of the need to adopt approaches, which enable students to demonstrate that, they have fulfilled learning objectives.

- d) Assessment will reflect progression through studying year, with increasingly more complex methods being associated with higher order skills.

Assessment Methods

The following assessment methods will be used:

Assignments

The objective of assignments is to reinforce the learning process by involving the participation of the students in finding the solution to a given question or problem which require decision-making. They include tasks given to student apart from written tests and examination or projects, so as to enhance self-development.

Assignments may be administered in a form of written work or practical exercises that are done individually or in a group. For each module appropriate assessment methods and instruments will be indicated. Facilitators will decide on a convenient number of assignments for a given module in a semester.

COMPETENCE TESTS

The intention of competence tests is to measure the practical capability of learners through actual doing of a particular task or skill.

Class Room Knowledge tests

The intention of classroom tests is to measure the theoretical and practical ability of students and evaluate performance in written work and actual doing in form of theory and practice. There will be a minimum of three written classroom tests during the semester, which will be supervised by the institute tutor(s) for duration of not less than two (2) hours for NTA Levels 4 & 5.

End of Module Examination

This examination shall be conducted for a duration not exceeding three (3) hours, but not less than two (2) hours. It will be done under a supervised condition as stipulated in the Examinations guidelines.

Project Works

At the end of the course, students will be required to develop an action plan for an intervention in their specific situation.

EARLY MORNING AND EVENING PRACTICAL

Shall be carried out by students pursuing NTA level 4 and treated as practical continuous assessment throughout the academic year.

For semester one the module should be named as Early Morning and Evening Practical I with code GST 04114, while for semester II the module should be named as Early Morning and Evening Practical II with code GST 04214.

Objective

- a) To enable students master skills in various modules.
- b) To give more time to practice the required skills.

Certification

Cumulative Weighted Average Mean (CWAM) is used to give constant feedback to the student and for Certification purpose certification.

Cost of the Course: The cost of the 2019/20 Technical Certificate Courses is Tshs. 1,950,000/= (Boarding) payable in three instalments i.e. Tshs. 650,000/= per instalment.

This cost covers the application, registration, tuition, accommodation and meals. The breakdown of the cost is as below:

1. Application	10,000
2. Registration	20,000
3. Tuition	900,000
4. Medical Capitation	50,000
5. Accommodation	200,000
6. Meals	650,000
7. Practical Tools	40,000
8. Caution Money	50,000
9. NACTE	15,000
10. Identity Card	5,000
11. Student Union	10,000
Total	1,950,000

Fees are to be paid as follows:

- **First Payment (During Registration – September/March)** - Tshs. 650,000/=
- **Second Payment (Mid Term – February/August)** – Tshs. 650,000/=
- **Third Payment (Last Term – April/November)** – Tshs. 650,000/=

Beds, Mattresses and other equipment are provided by the College. In addition to ordinary clothes, students should have gumboots, overalls, and sportswear. Each student must also have a *Panga* and a *Jembe*. The College is responsible for first aid treatment. All medical expenses incurred are the responsibility of the student concerned.

Application for Admission: Persons interested in the course must apply online to the college website: www.canre.ac.tz or in writing to the Chief Executive Officer (C.E.O) of the College. Latest date for receipt of application is August 15, for September intake and February 15th for March intake and it is by way of merits.

Applicants can also download and fill in relevant application forms from our website: www.canre.ac.tz and post them using the address on the back page of this prospectus or send them online.

DIPLOMA IN GENERAL AGRICULTURE (DGA) /DIPLOMA IN AGRICULTURE PRODUCTION/DIPLOMA IN ANIMAL HEALTH AND PRODUCTION

The general agriculture /agriculture production/ animal production and health program is designed to serve students who wish to pursue a college education in the broad area of agriculture. This program has the general aim of providing a formal academic qualification for people who wish to obtain training at the tertiary level in some area of agriculture, without the need to commit themselves to a full degree program. It is an ideal program for those who need to undertake a refresher course in a particular discipline, or who wish to broaden their knowledge, or who perhaps simply wish to satisfy their curiosity.

The DGA programme is a two years program for A Level students and run as presented below.

Structure – NTA Level 5

Date	Activity	Duration
From Day One to 15 weeks (Semester I)	Training (Theory and Practical)	15 Weeks
	In College – Semester I Exams	2 Weeks
After One Month Study Breaks come semester II	Training (Theory and Practical)	15 Weeks
	In College – Semester I Exams	2 Weeks
After First year (NTA Level Completed)	Field Attachment	4 Weeks
Total		38 Weeks

Entry Requirements

Applicants should have completed A' Level Secondary Education in science subjects but applicants with other qualifications and relevant experience will be considered.

Applicants must be fluent in the English Language. Suitable applicants who may not be fluent in English can make arrangements with the institute management to come to the college for a six week course in English before commencement of the course or must have passed English at their O' Level Secondary Education. Also, applicants who should have completed the Certificate in Agriculture (NTA Level 5) or equivalent with relevant experience will be considered.

LEVEL 5 (Year 1) – New Curriculum (Agriculture Production)

S/N	Code	Module Name	Semester	
			1	2
1	APT 05101	Production of Annual Crops	√	
2	APT 05202	Production of Horticultural Crops		√
3	APT 05103	Land Resources Planning and Management	√	
4	APT 05204	Environmental Management		√
5	APT 05105	Basic Human Nutrition	√	
6	APT 05206	Food Processing and Preservation		√
7	APT 05207	Principles of Technology Dissemination	√	
8	APT 05208	Field Data Collection and Management		√
9	APT 05209	Application of ICT in Data Analysis		√
10	APT 05110	Introduction to Entrepreneurship	√	
11	APT 05111	Principles of Co-operatives in Agriculture	√	
12	APT 05212	Field Practical Training		√

LEVEL 5 (YEAR 1) – Old Curriculum (General Agriculture)

S/N	Code	Module Name	Semester	
			1	2
1	GAT 05201	Pasture Production		√
2	GAT 05202	Applied Livestock Management		√

3	GAT 05103	Principles of Animal Diseases Treatment and Control	√	
4	GAT 05204	Management of Field Crops		√
5	GAT 05105	Management of Horticultural Crops	√	
6	GAT 05106	Principle of Soil Science	√	
7	GAT 05207	Basic of Human Nutrition, Food Processing and Preservation		√
8	GST 05108	Principle of Agricultural Technology	√	
9	GAT 05209	Field Data Management		√
10	GAT 05110	Application of ICT in Data Analysis		√
11	GST 05111	Introduction to Entrepreneurship	√	

NTA Level 5 – New Curriculum (Animal Health and Production)

S/N	Code	Module Name	Semester	
			1	2
1.	AHT 05101	Livestock Diseases	√	
2.	AHT 05102	Elementary pharmacology	√	
3.	AHT 05203	Elementary surgery		√
4.	AHT 05204	Elementary reproduction and obstetrics		√
5.	AHT 05205	Meat hygiene and inspection		√
6.	AHT 05206	Animal Health Practice Facilities & Veterinary		√
7.	APT 05207	Livestock products		√
8.	APT05108	Dairy Cattle Husbandry	√	
9.	APT 05109	Beef cattle husbandry	√	
10	APT 05210	Sheep and goats husbandry		√
11	APT 05111	Poultry and rabbits husbandry	√	
12	APT 05112	Pig husbandry	√	
13	APT 05113	Animal welfare	√	
14	APT 05214	Basic animal nutrition		√
15	GST05215	Entrepreneurship Project		√
16	GST05116	Outreach programmes	√	√
17	GST05217	Field Practical		√

This Programme has **17** modules, which are assigned **122** credits.

MODULE CODING

The system of coding has adopted a combination of letters and numbers, which have a specific meaning. For example modules offered in the first and second semester by the department of Animal Health may be coded respectively as AHT 05102 and AHT05203, Also modules offered in the first and second semester by the Animal production may be coded respectively as APT 05108 and APT 05214 and Modules offered in the second semester by the department of General studies may be coded respectively as GST 05215 and GST 05216 where:

AHT05102 refers to Elementary Pharmacology module; and AHT05203 refers to Elementary surgery Module

AH	Represents the first two letters of the department "Animal Health"
AP	Represents the first two letters of the department "Animal Production"
GS	Represents the first two letters of the department "General Studies"
T	Represent the qualification at the respective level "Technician".
05	Represents the respective NTA Level.
1	Indicates the semester in which the module is conducted

GRADING SYSTEM

Key to grade of Individual Modules

Marks will be awarded out of 100 per cent. The marks so obtained from different assessment components will be graded and classified as follow:

S/N	SCORE RANGE			GRADE	DEFINITION
1	80	-	100	A	Excellent
2	65	-	79	B	Good
3	50	-	64	C	Average
4	40	-	49	D	Poor
5	0	-	39	F	Failure
6	-	-	I	I	Incomplete
7	0	-		Q	Disqualification

CLASSIFICATION OF AWARD

Grades for the different score ranges are assigned points as follows:

A	-	4
B	-	3
C	-	2
D	-	1
F	-	0

The Grade Point Average (GPA) shall be computed from credits and grade weights and classified as shown below:

CLASS OF AWARD	CUMMULATIVE GPA		
First class	3.5	-	4.0
Second class	3.0	-	3.4.
Pass	2.0	-	2.9

An award shall be given to a student who satisfies the following conditions:

- a) She/he must have successfully completed all modules for which the award is to be made; and
- b) She/he has achieved the minimum cumulative Grade Point Average (GPA) equivalent to pass.

Computation of Cumulative GPA

A cumulative grade point average (Cum GPA) for each candidate shall be computed by dividing the total number of grade points earned for all modules by the total number for the award examined.

i.e. $\text{Cumulative GPA} = \frac{\text{Sum of } (P \times N)}{\text{Sum of } N}$

Sum of N

Where P represents a grade point assigned to a letter grade scored by the students in a module and N represents the number of Credits associated with the module.

- c) The Grade Point Average (GPA) shall be computed and truncated that provide a range of decimal point.

NTA Level 5 – Old Curriculum - Animal Production and Health

S/ N	Code	Module Name	Semester	
			1	2
1.	AHT 05101	Livestock Diseases	√	
2	AHT 05102	Elementary pharmacology	√	
3	APT 05203	Livestock products and by-products		√
4	AHT 05204	Elementary surgery		√
5	AHT 05205	Elementary reproduction and obstetrics		√
6	AHT 05106	Meat hygiene and inspection	√	
7	AHT 05207	Veterinary regulations		√
8	APT 05108	Introduction to animal breeding	√	
9	APT 05109	Dairy cattle husbandry	√	
10	APT 05110	Beef cattle husbandry	√	
11	APT 05211	Sheep and goats husbandry		√
12	APT 05212	Poultry and rabbits husbandry		√
13	APT 05113	Pig husbandry	√	
14	APT 05114	Animal welfare	√	
15	APT 05215	Basic animal nutrition		√
16	GST05216	Field Practical		√

Curriculum

The curriculum aims at improving the capacity of students to be effective practitioners and promoters of agriculture. It is designed to empower and build the confidence and self reliance of the student. Teaching methods include classroom teaching, farm based practical skills instruction, project work, work experience and student centred social and recreational activities. The course is delivered using a modular system. The curriculum consists of the following modules:

LEVEL 6 (Year 2) – Old Curriculum (General Agriculture)

S/N	Code	Module Name	Semester	
			1	2
1	GAT 06101	Animal Nutrition, Feed Evaluation and Utilization	√	
2	GAT 06202	Livestock Diseases and Meat Inspection		√
3	GAT 06103	Livestock Breeding Management	√	
4	GAT 06104	Production of Perennial Crops	√	
5	GAT 06105	Small Scale Irrigation	√	
6	GAT 06206	Production of Seed Crops		√
7	GAT 06107	Tractor Power and Farm Machinery	√	
8	GAT 06208	Farm Economics	√	
9	GAT 06209	Small Scale Enterprise Management		√
10	GAT 06210	Agricultural Extension		√
11	GAT 06211	Principles of Crop and Livestock Experimentation		√

LEVEL 6 (Year 2) – New Curriculum (Agriculture Production)

S/N	Code	Module Name	Semester	
			1	2
1	APT 06101	Principles and Practice of Organic Farming	√	
2	APT 06202	Production of Beverage, Oil and Fibre Crops		√
3	APT 06103	Production of Perennial Crops	√	
4	APT 06104	Irrigation Systems Management	√	
5	APT 06105	Seed Production	√	
6	APT 06206	Tractor Power and Farm Machinery		√
7	APT 06107	Farm Economics and Management	√	
8	APT 06208	Agricultural Marketing	√	
9	APT 06209	Agricultural Extension		√
10	APT 06210	Principles of Crop Experimentation		√
11	APT 06211	Gender in Agriculture		√
12	APT 06212	Field Practical		√

Certification

Cumulative Weighted Average Mean (CWAM) is used to give constant feedback to the student and for Certification purpose certification is by

Cost of the Course: The cost of the 2014/15 – DGA/DAHP Course is Tshs. 2,025,000/= per year (Boarding) . This cost covers the application, registration, tuition, accommodation and meals.

The breakdown of the cost is as below:

1. Application	10,000
2. Registration	20,000
3. Tuition	1,100,000
4. Medical Capitation	80,000
5. Accommodation	200,000
6. Meals	650,000
7. Practical Tools	110,000
8. Caution Money	50,000
9. NACTE	15,000
10. Identity Card	5,000
11. Student Union	10,000
Total	2,250,000

SUMMARY OF FEES STRUCTURE – DIPLOMA AND CERTIFICATE PROGRAMME

Distribution	Basic Certificate – NTA Level 4		Technical Certificate – NTA LEVEL 5		Ordinary. Diploma - NTA Level 6	
	Pay College.	Pay. Stud.	Pay College.	Pay Stud.	Pay. College.	Pay. Stud.
Application Fees	10,000		10,000		10,000	
Registration Fees	20,000				20,000	
Tuition Fees	900,000		900,000		1,100,000	
Practical Tools	50,000		75,000		100,000	
Medical Capitation	40,000		40,000		80,000	
Field Attachment				150,000	60,000	150,000
Caution Money	50,000		50,000		100,000	
Student Union	10,000		10,000		10,000	
Books		150,000		150,000		150,000
Stationery		50,000		50,000		50,000
Identity Card	5,000				5,000	

Accommodation	200,000		200,000		200,000	
Meals	650,000		650,000		650,000	
NACTE Fees	15,000		15,000		15,000	
Total	1,950,000	200,000	1,950,000	300,000	2,250,000	300,000

Application for Admission: Persons interested in the course must apply in writing to the Chief Executive Officer (C.E.O) of the College. Applicants can also download and fill in relevant application forms from our website: www.canre.ac.tz and post them using the address on the back page of this prospectus or send them online

GENERAL EXAMINATION REGULATIONS

Definitions

“Module” will be any unit offered and defined by a code and a name.

“College” will mean the College of Agriculture and Natural Resources (CANRE).

“College Examinations” will mean the sum total of all tasks assigned to candidates and examined according to these Regulations. This will include all campus practical work, homework, Examinations, tests, out of campus fieldwork and any other tasks approved by the College.

“Coursework” means all assignments, practical work and tests attempted at various times during the academic year.

An “examination paper” will be that portion of the College examination which is written at the end of the academic year and which excludes coursework.

"Department of Agriculture General": means the Department responsible for agriculture matters including crops, horticulture, animal health and production, agribusiness, and agriculture technologies

"Department of Animal Production and Health ": means the Department responsible for production and health of animals including beef, dairy, poultry, swine, sheep, horse industries, and even those interested in exotic, zoo, and companion animals.

"Examiners Board Meeting" will mean all internal examiners, external examiners and one member from Department of General Agriculture at CANRE.

“Board” will mean The College Governing Board.

General Rules

There will be a College Examination in every module conducted during the year of study at the end of the academic year. Candidates are required to pass in all modules before they can be awarded the Diploma/Certificate.

No candidate will be allowed to attempt an Examination Paper unless he/she has completed all the prescribed courses of study for the particular academic year.

Coursework and examination paper in any subject will be assigned scores in the ratio of 2:3, the fieldwork and the diploma report being considered as full subjects for the award of Diploma/Certificate. The coursework shall be derived from tests and practicals/assignments in the academic year. Tests and assignments/practicals shall carry weights of 3:1 respectively.

For the purpose of continuous assessment, there shall be at least 2 tests and 3 assignments/practicals per subject in each of terms 1 and 2 in the year.

The pass mark for any module will be 40% awarded by combining coursework and the examination paper. There will be no compensation of marks from one Examination Paper to another for the purpose of deriving the pass mark of 40% in any subject.

Candidate who fails in no more than two modules and has final weighted average of at least 40% will be allowed to sit for supplementary examinations only once for the modules he/she has failed. Supplementary examinations will take place before the start of the new academic year.

Candidate will complete a prescribed period of field training during the year of study, such practical training being approved by the Institute.

Failure to complete the field training will render any student liable to repeat the practical training at his/her own expenses. Such a student will forward the results of this repeated work to the Head of Academics at the Institute.

A candidate who fails in a Diploma Report shall be allowed to repeat the presentation only once at his/her own expenses.

Examination Results and Supplementary Examinations

At the end of an examination session, and after the Examiners' Board Meeting, the Head of Academics will announce the provisional examination results for the course offered at the College, pending approval by the Governing Board.

Supplementary examinations scores shall be awarded on the basis of supplementary examination papers only and the maximum score will be 40% irrespective of how high a candidate scores.

In so far as the provisions of these regulations are not abrogated a candidate failing the supplementary examination will be allowed to repeat the year of study at the discretion of the Board.

Special Rules

A candidate who fails in three or more subjects or fails to attain an overall weighted average of 35% will be considered as having failed the entire course and hence shall be discontinued.

A candidate is deemed to have passed the whole course if he/she attains an overall weighted average mark of at least 40% in all the subjects and passes both the fieldwork and diploma report.

CANRE Certificates will be awarded in four categories to candidates who pass every subject with at least 40% score per module and attain overall weighted average as follows:

First Class 70.0% - 100%
Second Class 60.0% - 69.9%
Second Class Lower 50.0% - 59.9%
Pass 40.0% - 49.9%

CANRE Diplomas will be awarded in five categories to candidates who pass every subject with at least 40% score per module and attain overall weighted average as follows:

First Class 75% - 100%
Upper Second 70% - 74.9%
Lower Second Class 60.0% - 69.9%
Second Class Lower 50.0% - 59.9%
Pass 40.0% - 49.9%
Fail 0 – 39.9%

A candidate who does not sit for the regular examination papers in part or in their entirety due to indisposition as confirmed by a medical officer or being out of campus with written permission will be allowed to sit for Special Examinations. A candidate doing this examination will be deemed to be sitting for the first time and all the clauses of the examination rules will apply to the candidate's weighted average.

A candidate who is unable to participate in the course programme because of prolonged hospitalization or maternity leave of more than 3 weeks shall be allowed to repeat the year of study at the discretion of the Board.

A candidate who fails in not more than 2 subjects and the scores of the weighted average is between 35.0% and 39.9% shall be allowed to repeat the year of study.

In all matters relating to examinations and examination results, the Board's decision shall be final and no appeal shall be entertained thereafter.

Regulations governing the position and conduct of examiners (Internal and External) and examinees

The office of the Head of Academics will appoint an Examination Officer who shall coordinate all examination matters for the College for the particular academic year. Such appointee shall be answerable directly to the Head of Academics.

The Examination Officer shall issue all directives necessary for the good preparation and invigilation of the College's Examinations. He/she shall liaise with the head of academics and issue invigilation guidelines for examinations.

The Head of Academics shall appoint the names of distinguished academicians and professionals of the course taught at the Institute to be external examiners. This shall be done before the start of examination period in each year.

The external examiners, after reviewing the answer books for the module(s) in the programme, shall submit a signed report to the Head of Academics before leaving the Institute.

All cases of alleged examination irregularities shall be referred to the College's Examination Committee which shall be composed of the Chief Executive Officer (as chairman), the Head of Academics, the Examination Officer and any other members appointed by the Chief Executive Officer as deemed necessary. The Examination Committee shall have powers to summon students and members of staff or other persons as it deems necessary to testify before it. The Chairperson shall submit a report of the Committee's findings and recommendations to the Board for disciplinary actions.

No unauthorized material shall be allowed into the examination rooms. Any candidate who will be proved by the invigilator to have cheated in any part of the examination shall be deemed to have failed in the Institute examination and shall be discontinued from the Institute.

Regulations governing the conduct of out of campus field work for the Diploma/Certificate course

Fieldwork is compulsory during both the first and second year and it shall last for a period that is stipulated in the College Calendar for any particular year.

During the fieldwork, students shall at all times be at the work site under the supervision of Institutes academic staff.

Reports of the fieldwork shall be compiled and presented by the respective students to a panel of academic staff at the end of each fieldwork session.

Fieldwork will count in the final assessment as stipulated in the general rules above regarding the award of diploma/certificate. The assessment mark shall be based on the written report and oral presentation on a Pass/Fail basis.

GENERAL INFORMATION

Medical Services

The College offers limited health services to students, College workers and the general public. In instances where serious medical and surgical treatment is required the patients are referred to Ilala Municipal Hospital – Amana.

Before admission into any course, each student is required to furnish the College with a satisfactory medical examination report from a recognized Medical Practitioner or Medical Officer.

Student Organization

Most of the students' activities are organized by the student organization known as CANRE Student Union Organization (CAS UO) to which all students are members. CASUO exists to promote the general interests of students in the College and to provide one of the official channels of communication between the students and the College authorities. It is involved in students' political and social activities, sports and games and various forms of entertainment.

Library services

The College has a library stocked with specialized textbooks for borrowing/referencing. Students are also advised to visit the public library in town and other libraries (where arrangements to borrow books can be made).

Computing/Plotting facilities

The College is equipped with computers and several software for general computations, digital mapping, GIS, Computer Aided Design (CAD), word processing, etc. that are available for students and staff use.

The College is linked to the internet via a Local Internet Service Provider (ISP) using a wireless link and students can get access to the World Wide Web (www) through this facility.

Recreation

The College promotes and encourages full participation of students in sports, in-door and out-door games programmes. A wide range of sports facilities are available.

Cafeteria services

The cafeteria is open to students only at prescribed times.

Postal and Bank Services

There is a Post Office operating at the Campus. There are several banks which operate within the Ilala municipality such as: The National Bank of Commerce, National Microfinance Bank, The Tanzania Postal Bank, CRDB Bank and Exim Bank. Foreign exchange transaction facilities are available at most of these banks.

ACADEMIC PRIZES

The College offers academic prizes annually. These prizes are:

DIPLOMA COURSE

The Academic Department Prize:

A prize of Tshs. 150,000/= (cash) shall be awarded to the best first year student in the coursework.

The CEO's Prize

A prize of Tshs 250,000/= (cash) shall be awarded to the best (overall performance) first year student.

The CANRE Prize

A prize of Tshs. 300,000/= (cash) shall be awarded to the best second year student in the coursework.

CERTIFICATE COURSE

The CANRE Prize

Tshs. 150,000/= (cash). It shall be awarded to the best second year student in the fieldwork.

The Governing Board Chairman's Prize

This prize of Tsh 250,000/= (cash), shall be awarded to the best first year certificate student who attains the highest performance in fieldwork

The CEO's Prize

A prize of Tsh 300,000/= (cash) shall be awarded to the best (overall performance) second year certificate student.

DIPLOMA COURSE

The CANRE Prize

Tshs. 200,000/= (cash). It shall be awarded to the best second year student in the fieldwork.

The Governing Board Chairman's Prize

This prize of Tsh 300,000/= (cash), shall be awarded to the best first year diploma student who attains the highest performance in fieldwork

The Governing Board Chairman's Prize

This prize of Tsh 350,000/= (cash), shall be awarded to the best second year diploma student who attains the highest performance in fieldwork

The CEO's Prize

A prize of Tsh 400,000/= (cash) shall be awarded to the best (overall performance) second year diploma student.

APPLICATION FORM

Applications to join College of Agriculture and Natural Resources is done by filling the Application Form shown in the following pages and returning it to the Institute:-

APPLICATION FOR DIPLOMA/CERTIFICATE IN GENERAL AGRICULTURE, FISHERIES AND LIVESTOCK

Instructions:

1. Applicants are advised to fill this form carefully and neatly. Forms containing incomplete information will NOT be considered.
2. While returning this form it is IMPORTANT that applicants attach photocopies of all their certificates (such as G.C.S.E; A.C.S.E; F.T.C. e.t.c)
3. It is IMPORTANT to note that application forms are usually sent to all applicants who meet the minimum entry requirement for each course. However, the forms do not indicate an automatic admission to the Institute.
4. A non -refundable fee of Tsh 10,000 must be paid to the College when taking or returning this form. The fee may be paid through A/C No. **0150450021800 at CRDB Bank Limited**– Tabata Branch, Dar es Salaam

PART A

Complete this form in 'BLOCK CAPITALS'.

1. SURNAME: Mr./Miss/Mrs.

FIRST NAME:

MIDDLE NAMES:.....

(The names entered on this form must be the same as those of your 'O'/'A' level certificate or equivalent documents offered as an entry qualification).

2. MARITAL STATUS: MARRIED/SINGLE*

3. DATE OF BIRTH: Date Month: Year:

4. PROPOSED COURSE (Certificate or Diploma):

5. ACADEMIC YEAR OF STUDY:

6. EMPLOYMENT STATUS: EMPLOYED/NOT EMPLOYED*

7. YOUR FINANCIAL SPONSOR:

8. COUNTRY OF ORIGIN:

DISTRICT OF ORIGIN:

9. NATIONALITY:

10. COUNTRY OF RESIDENCE:.....

DISTRICT OF RESIDENCE:

11. PERMANENT CONTACT ADDRESS:

P. O. BoxTown/City.....

Telephone/Fax (include area code):

E-Mail:

12. NATIONAL FORM IV/SCHOOL CERTIFICATE OF ORDINARY LEVEL OR
G.C.S.E. RESULTS

SUBJECT GRADE DATE FOR OFFICIAL USE ONLY

EXAMINATION AUTHORITY COUNTRY

INDEX NO.
EXAMINATION CENTRE (SCHOOL)
CLASS/GRADE/DIVISION OF CERTIFICATE:

13. NATIONAL FORM VI/H.S.C. OR ADVANCED LEVEL SCHOOL CERTIFICATE RESULTS

EXAMINATION AUTHORITY
INDEX NO.
EXAMINATION CENTRE (SCHOOL) GRADE OBTAINED.....
14. STATE ANY OTHER QUALIFICATIONS YOU HAVE:

.....
.....
.....
.....

PART B: TO BE FILLED BY THOSE WHO ARE EMPLOYED

15. : NAME AND ADDRESS OF PRESENT EMPLOYER:

(a) Name.....
P.O.Box.....Town/City.....Tel/Fax.....E-mail.....
(b) Present Post held:
(c) Previous Employment(If any):

.....
.....

16. HAVE YOU APPLIED FOR ADMISSION TO OTHER INSTITUTIONS?
YES/NO*

17. EXTRA CURRICULAR ACTIVITIES

(a) What are your extra-curricular activities?

.....
.....
.....

(b) (i) Indicate organizations of which you are a member and quote the number of your membership card

(ii) Posts held in the organizations

18. OCCUPATIONAL GOAL:

What is your occupational goal?
.....

19. DECLARATION OF THE APPLICANT

Ideclare that to the best of my knowledge, the information supplied is correct and I shall be held responsible if proved otherwise.

Signature of applicant: Date:

20. EMPLOYER'S RECOMMENDATIONS (IF EMPLOYED):

.....
Name..... Designation.....

Signature.....Date.....

Official Stamp.....

21. NAME AND ADDRESS OF SPONSOR (TO BE COMPLETED BY PRIVATE SPONSORS).

Full Name of sponsoring organization.....

Address
.....

I hereby declare responsibility to pay fees for

Mr./Mrs./Miss.if admitted to CANRE – Dar es Salaam

Name of Responsible Officer

Position.....

Signature and Official Stamp Date

22. SPONSORSHIP:

Full Name and Address of the Sponsor:
.....

Name of Officer Confirming sponsorship.....

Position

Signature and Official Stamp Date.....

Please do not return to the Institute this form without the endorsement of the sponsor

PART C:

FOR OFFICIAL USE ONLY

23. RECEIVED AND ACCEPTED/NOT ACCEPTED FOR CONSIDERATION

Signature Date

(Head of Academics)

24. Recommendations by the Academic Departmental meeting

Recommended/not recommended for admission in the department as per entry requirement

Signature

.....
Chairman Date.....Secretary Date

(Department of Academics)

25. Decision of the College Admission Board

Approved/Not approved for admission in the course

.....
SignaturePosition..... Date.....

N.B: Please return the completed application forms together with photocopies of certificates to:

The Principal,

College of Agriculture and Natural Resources,

P. O. Box 6876,

DAR ES SALAAM, TANZANIA

* Delete which does not apply

COMPUTING AND INFORMATION TECHNOLOGY CENTRE (CITC)

The Computing and Information Technology Center (hereafter referred to as Computing Center) operates as a service department of the College of Agriculture and Natural Resources (CANRE) and provides shared computing resources for instruction, research, and administration. The Computing Center also provides coordination, advice, and assistance in the acquisition, installation, and maintenance of minicomputers, microcomputers, and terminals.

Mission

The mission of the Computing and Information Technology Center (CITC) is to provide effective shared computing and information technology services.

The Computing and Information Technology Center's mission is accomplished in open cooperation and partnership with its customers and other service providers. The primary mechanism for facilitating communications between its constituencies and the Computing and Information Technology Center is the College Information Resources Council (CIRC). The CIRC is an advisory body created to foster communication and cooperation between and among CANRE information resources providers and users.

To meet its mission, the CITC:

- ◆ Supplies effective information technology in support of administrative functions of the College in partnership with administrative information owners and providers;
- ◆ Supplies Supports research and instruction by supplying shared host computing services, including shared high -performance computer systems as well as a student general access computer lab;
- ◆ Provides data and voice communications to the campus;
- ◆ Operates the primary help desk on campus for computing and communications assistance;
- ◆ Supports the Institute's central Web site and several associated Web servers and the campus' course management system (WebCT;)

CITC provide Total IT solution; be it Hardware, Software, Web Solutions, Technical Support and Maintenance, Training or Enterprise Solutions. We have it all, under one roof.

IT Short Course Training (day student only):

- Short certificate courses such as Basics, Microsoft Office Suite, Networking
- Desktop Publishing courses such as Graphics and Web Design
- Programming courses such as C and C ++, Java 2.0 and CISCO
- Database Management Courses such as Ms Access and Visual Basics 6.0

SHORT CERTIFICATE COURSES (Day Student Only)

S/N	Name of the Course	Duration	Fees	Content
1	Basic Computers	6 Weeks	150,000/=	Introduction to Computers includes, Windows (Word, Excel, Power Point)
2	PC Technicians	8 Weeks	225,000/=	General PC Maintenance, PC Trouble Shooting, PC Assembly and Systems of Software
3	PC Networking	6 Weeks	200,000/=	Introduction to Networking (types and components), Introduction to OSI layer and TCP/IP Model, Network Adapter Configuration and Internet Connection, Networks and Resource Sharing, Cabling and Connecting Devices,
4	Graphics Design	6 Weeks	200,000/=	Adobe Photoshop, Adobe Illustrator, Quark Xpress
5	Website Design	8 Weeks	250,000/=	HTML, DHTML, Dreamweaver, Ms Front Page 2000, JavaScript and VB Script
6	Computer Programming Languages C & C++	8 Weeks	300,000/=	Java 2.0
7	Databases with MS Access and Visual Basic 6.0	8 Weeks	300,000/=	
8	Java 2.0	8 Weeks	250,000/=	

SHORT COURSES (Residential Courses)

The College of Agriculture and Natural Resources (CANRE) offers a wide range of short courses that are designed for farmers, development practitioners, and business community. The emphasis in all short courses is on participants acquiring appropriate skills to help improve the efficiency of their farms or small scale businesses.

Short courses are run in modules of one to two weeks duration. However, they can be extended depending on the needs of the group.

Application for short courses: Application for short courses should be made to the Course Co-ordinator. All courses are to be booked one week in advance and 50% of the cost is to be paid on booking. The fee covers the cost of food, accommodation, tuition and training materials.

A standard one week short course runs from supper time on Sunday to after breakfast on Sunday morning. Course participants should have suitable clothes for practical work.

Schedule of IEDS Standard Short Course for 2013 (July to September 2013)

S/N	Course	Duration	Dates	Costs
1	Aquaculture	5 days	January/July	250,000/=
2	Sustainable Agriculture	5 days	January/July	250, 000/=
3	Organic farming	5 days	January/July	250, 000/=
4	Poultry production	5 days	January/July	250, 000/=
5	Micro savings and credit scheme	5 days	January/July	250, 000/=
6	Small scale food processing technology	5 days	January/July	250, 000/=
7	Propagation technology	5 days	January/July	250, 000/=
8	Advanced Computer application	5 days	January/July	250, 000/=

NB: Detail information see website: www.canre.ac.tz under short course menu.

CANRE has the capacity to deliver sustainable development short courses that include sustainable livelihoods, participatory action research, participatory project planning and management, ICT for rural development, GIS and Remote Sensing. The content, duration and costs to such short course training will be agreed in consultation with the sponsoring agency.

DAY RELEASE COURSE

CANRE invites farmers, school and college staff and students and other special interest groups for day release courses. The aim of day release courses is to promote the concept and practice of sustainable agriculture and environmental management.

B/ Research

Under the auspicious of the International Human Dimensions Programme (IHDP) on Environmental Change

C/ Consultancy Services Programmes (CSP)

CANRE provides the following services to our customers using state of the art technology.

1. **Technical Services** in the agricultural, environment and natural resources sectors.
CANRE has in-house expertise in engineering (for irrigation, agro-mechanization, feed mills, storage facilities, poultry housing and poultry processing plants), economics, marketing and management information systems (MIS).
2. **Consultancy Services** in the following fields: developing private market oriented farming and agro-processing, integrated agro-industrial projects, veterinary services, irrigation and drainage development and management, business development services, Environmental Impact Assessment of development project

Typically CANRE consultancy services may include:

- Project identification
- Pre-feasibility studies
- Feasibility Studies
- Environmental Impact Assessment (EIA)
- Strategic Environmental Assessment (SEA)
- Design of farm field layout and field irrigation and drainage systems
- Basic engineering of processing plants and farm buildings and installations
- Detailed engineering
- Supervision on construction and installation

- Start up management
- Technical Assistance, operational support and training
- Technical audits of farms and processing plants
- Technical monitoring and support
- Procurement
- Preparation of tender documents and tender evaluation
- Mid term review and final project evaluation

D/ DEVELOPMENT PROGRAMME

1. Engaging Youth in Agriculture (EYA)

EYA Programme is a pilot programme working with rural youth in Kilombero valley.

The aim of the programme is to facilitate youth development through promotion of sustainable agriculture using System of Rice Intensification (SRI) to enhance productivity of rice in Kilombero Valley and improve their capacities to engage in rice farming.

2. Rural Entrepreneurship Development (RED)

RED Programme is an entrepreneurship skill programme aimed at imparting rural people with skills and finances of small scale projects.

E/ INCOME GENERATING ACTIVITIES (IGA)

CANRE is striving to create a more self reliant institution. In so doing, reasonable fees are charged for the education and training services provided and College income generating entities are efficiently managed. The College has FIVE income generating entities

1. Rice Farm at Kisata – Udagaji Village, Kilombero District
2. Food Processing Plants (Bakery, Flour Mill and Sunflower Oilseed) – Ilala Municipality, Dar es Salaam
3. Livestock Projects
 - Fisheries
 - Poultry
 - Piggery

4. Shop

CANRE CALENDAR

ALMANAC 2019/20

DATES OF TERMS 2019/20

DIPLOMA/CERTIFICATE COURSES:

First Semester Begins: 7th September, 2019 to 31st December 2019

Study Breaks – (Field Practical's) – 1st January to 24th February 2020

Second Semester Begins: 1st March to 30th June 2020

CANRE ALMANAC 2019/20

DIPLOMA/CERTIFICATE COURSES:

Orientation Week: 24th August to 30th August 2019

First Semester Begins: 31st August 2019 to 31st December 2019

First Semester Examinations: Start: 16th December to 27th December 2019

Study Breaks – (Field Practical's) – 1st January 2020 to 24th February 2020

Second Semester Begins: 1st March to 30th June 2020

Second Semester Examination Start: 15th June to 26th June 2020

Annex 1: Organization Structure

