

# REGISTRATION PROCEDURES

Please take note of the following important information before starting your application for registration as Technical Teachers and Technicians

## A. REQUIREMENTS FOR REGISTRATION AS A TECHNICAL TEACHER

For a teacher to be registered as Technical Teacher has to meet/possess the following minimum requirements:

### 1. Minimum Educational Qualification

NACTE standards require that to qualify as a Technical Teacher, applicant should possess educational qualification in the relevant subject area at least one level higher than the level required to teach.

### 2. Teacher Training Qualification

In order to qualify as a Technical Teacher applicant needs to have undergone CBET delivery and assessment training.

### 3. Ability to Teach

A Technical Teacher with the ability to teach should possess a range of personal qualities that can operate in the four domains: Teaching/Learning Space; Institution; Community/Industry; and the Teaching Profession. In other words he/she should be able to interact with students, colleagues, parents and employers.

### 4. Good Character

A Technical Teacher is expected to maintain high personal qualities for trustworthiness, honesty, reliability, sensitivity and respect for others.

### 5. Professional/Industrial Experience

A Technical Teacher is expected to have vast competencies in his/her area of expertise evidenced by industrial training, working experience, research and consultancy services.

## **B. CATEGORIES OF TECHNICAL TEACHERS REGISTRATION**

### **1. Full Registration**

Full Registration category is granted to a Technical Teacher upon fulfilment of all the listed requirement in section A.

### **2. Provisional Registration**

Provisional Registration category is granted to a Technical Teacher who partially meets the listed requirement in section A.

## **C. STAGES FOR APPLICATION**

The online application for registration as Technical Teacher should go through the following three stages:

Stage 1: Applicant's Personal Particulars

Stage 2: Assessment and Recommendations by Head of Institution (Supervisor)

Stage 3: Council Evaluation and Registration

## **D. NEW APPLICANTS**

1. Fill in **ALL** required information as prompted by the system;
2. Upload the following scanned certified/notarized (by Magistrate or Advocate) in

### **PDF Format:**

- a. Academic Certificates for Secondary Education; Diploma, Bachelor Degree, Master Degree, PhD and their corresponding Transcripts;
- b. Competence Based Education and Training (CBET) certificate(s);
- c. Certificate of Registration from a recognized Professional Body (if applicable), e.g. Nursing (TNMC), Engineering (ERB), Accounting (NBAA) and so on;
- d. Your recent passport size photo with sky-blue or blue background and size 35mm x 45mm;
- e. Equivalent Certificate or letter of Foreign Award from:
  - (i) NECTA if Award(s) is a Secondary Education Certificate;
  - (ii) NACTE if Award(s) is a Diploma/Certificate;
  - (iii) TCU if Award(s) is a Bachelor Degree/Master Degree/PhD

3. Pay registration fee of TZS 20, 000/= through Bank or your Mobile Phone (M-Pesa, Airtel Money, Tigopesa, Halopesa, EzyPesa) using Control Number obtain during the registration process.
4. You will be notified through your email and mobile phone the status of your application at every stage.

**E. RENEWAL OF APPLICATION FOR REGISTRATION AS TECHNICAL TEACHER OR TECHNICIAN**

1. Fill additional information (if any)
2. Upload the following certified/notarized in **PDF format**:
  - a. Certificate(s) and transcript (s) of additional qualification (if any)
  - b. Equivalent certificate or letter of Foreign Sward from:
    - (i) NACTE if Award(s) is a Diploma/Certificate;
    - (ii) TCU if Award(s) is a Bachelor Degree/Master Degree/PhD
3. Pay registration fee of TZS 20, 000/= through Bank or your Mobile Phone (M-Pesa, Airtel Money, Tigopesa, Halopesa, EzyPesa) using Control Number obtain during the registration process.
4. You will be notified through your email or mobile phone the status of your application at every stage.