



COLLEGE OF BUSINESS EDUCATION

in collaboration with



UNIVERSITY OF
EASTERN FINLAND

THE IMPDET-LE DOCTORAL HUB AT THE COLLEGE OF BUSINESS EDUCATION

1.0 Introduction

1.1 Collaboration between College of Business Education (CBE) and University of Eastern Finland (UEF).

The year 2014 realized the signing of Memorandum of Understanding (MoU) between the College of Business Education and the University of Eastern Finland. The gist of collaboration hinges on the running of Doctoral Programme in Information and Communication Technology (ICT), collaborative research and consultancy activities.

For effective engagement towards reaching the set objectives, the two academic institutions agreed to establish the IMPDET-LE Doctoral Hub at the College of Business Education.

The Hub shall be managed under the guidelines articulated in this document.

1.2 Areas of Operation of the Hub

The Hub will operate in three areas namely Running of Doctoral Programmes, Research and Consultancy. Details of the activities are as stipulated below:

(i) Doctoral Programmes

The Hub shall manage and supervise doctoral studies in collaboration with the University of eastern Finland; and that shall coordinate all PhD programmes for the entire SADC region.

(ii) Research Activities

The Hub shall conduct collaborative research between staff of CBE and of the UEF. The research results shall be presented in various international conferences to be held in various countries. Such conferences include edTech and Koli Calling, to mention a few.

Students' research papers shall also be presented in seminars and conferences prior to their publication in scientific reputable journals.

The Hub shall have to avail funding for research activities from various sources, i.e. both local and international for transparency and shall be managed as per exiting accounting standards and financial regulations.

(iii) Consultancy Activities

The Hub will from time to time solicit for various consultancy assignments to be undertaken by the academic staff in their respective areas of specialization.

This will ensure that the knowledge generated through teaching/learning and research experiences are used in addressing the challenges and opportunities available to both local and international communities.

1.3 Expectation/Future of IMPDET-LE Doctoral Hub

The IMPDET-LE Doctoral Hub is expecting to produce graduates who are highly competent in research and publications; and in the execution of consultancy assignments.

The paper based Doctoral Programmes are expected to produce quality research findings which are tailored towards actual problem solving.

The findings of such studies shall be put into practical application in solving various socio-economic problems facing Tanzania and the world at large through ICT based solutions.

1.4 Expectation on the IMPDET-LE Doctoral Hub Graduates

The doctoral candidates of the Hub expect to complete their studies after having been exposed to various academic and professional knowledge, attitude and skills that will make them outstanding in designing ICT based solutions for various specific socio-economic challenges facing the contemporary world.

2.0 Management Structure of the IMPDET-LE Doctoral Hub

The Hub shall be managed by the College of Business Education and will be directly administered under the Directorate of Postgraduate Studies, Research and Publications. However, the day-to-day functions of the Hub shall be under the IMPDET-LE Doctoral Hub Coordinator from Finland.

In lieu of this, the Director of Postgraduate Studies (DPGS) shall be responsible for the general support to the IMPDET-LE Doctoral Hub Coordinator, PhD candidates and local supervisors.

DPGS shall also from time to time (on quarterly basis) report to the CBE management on the development and challenges facing the Hub.

3.0 Procedure for Joining the PhD Programme

The procedures for joining the Doctoral programme run by the IMPDET-LE Hub is as stipulated hereunder:

3.1 Application Procedures

Applications shall be received at the IMPDET-LE-Doctoral Hub through officially designated email, i.e. cbephd-cord@cbe.ac.tz or the physical address hereunder:

PhD Coordinator,
IMPDET-LE Doctoral Hub,
P.O Box 1968,
Dar es Salaam, Tanzania

The applicant shall write (as an attachment) an application letter alongside with copies of certificates and the requisite academic transcripts. Other requirements include a sound Concept Note (Maximum of 2000 words), detailed Curriculum Vitae and three reference letters of which one is from the employer.

The IMPDET-LE Doctoral Hub Coordinator shall respond to the application within a shortest time possible, i.e. within a maximum of 24 hours.

2.2 Entry Qualification Requirements

Being multidisciplinary, the programme shall admit individuals with good Masters Degrees in various specializations.

2.3 Duration of the Programme

The Programme shall take four (4) years, with a maximum of six (6) years. An extension shall only be provided in case of genuine reasons from the Supervisor.

2.4 Course Structure

The Programme shall be managed as per requirements stipulated hereunder.

i) Paper Publication Requirement

The Programme will be based on paper publications. A candidate will be required to publish four (4) to seven (7) papers in any reputable journals as recognized by the University of Eastern Finland ranked by JUFO.

The papers have to be in series related to one aspect under the study. At the end, a series of published papers shall constitute a thesis with its introduction, conclusions and recommendations. The thesis shall be a document that will constitute full requirements for graduating at doctoral level.

ii) A series of Lectures shall be delivered to the candidates mainly on research methods, academic writing skills and literature review techniques. These lectures are designed to make the candidates more proficient in studies and enable them to produce high level research papers.

The Courses shall make candidates to accumulate score points to be indicated in the Academic Transcript. The courses are as indicated in Table 1 below:

Table 1. GENERAL STUDIES 4 ECTS

SN	Course Code and Name	Scope (ECTS)
1	1145011 Scientific Writing Skills	2
2	1145015 Scientific Presentation Skills	2
	TOTAL	4

Table 2. RESEARCH SPECIFIC STUDIES

SN	Course Code and Name	Scope (ECTS)
1	3621771 Other Postgraduate Studies of Computer Science Orientation to the IMPDET Studies	5
2	3617711 Postgraduate Studies Research Seminar	2
3	361773 Other Postgraduate Studies Computer Science: Literature Review	4
4	3621521 Technologies for Development and Education	5
5	3621523 State-of-the-Art Technologies in Education	5
6	3621542 ICT for Development	5

2.5 Fees Structure and Mode of Payment

The cost for the PhD programme shall be as shown in Tables 3 A and 3 B below:

Table 3 A. Payable to the College

SN	ITEM	LOCAL STUDENTS (Tshs)	FOREIGN STUDENTS (USD)
1	Application Fee	50,000	50
2	Students Union (per year)	20,000	15
3	Caution Money	50,000	50
4	Student's ID	10,000	5
5	Tuition Cost (per year)	4,250,000	4,020
6	Supervision Cost (per year)	1,000,000	800
	GRAND TOTAL	5,380,000	4,940

Table 3 B. Payable to the Trainee

SN	ITEM	LOCAL STUDENTS (Tshs)	FOREIGN STUDENTS (USD)
1	Books (per year)	500,000	315
2	Stationeries (per year)	200,000	125
3	Research Fund (Data Collection)	12,000,000	7,570
4	Thesis Production	500,000	315
5	Stipend (per year)	7,200,000	4,560
	GRAND TOTAL	20,400,000	12,886

NB:

An extra amount shall have to be paid by the sponsor to facilitate the candidate's travel and stay in Finland for a week towards final defense of the PhD thesis.

4.0 Management of Doctoral Studies

The Management of the PhD studies covers issues that are as specified below:



4.1 Learning System and Coverage

The scholars will mostly undertake this course online. However, some classes will be arranged to cover some specific subjects as follows:

1. Literature Review
2. Research Methods (Qualitative and Quantitative Designs)
3. Data Processing and Analysis Techniques
4. Academic Writing Skills

4.2 Schedule of activities for Doctoral Candidates is as stipulated in Table 4 below

Table 4. Schedule of Activities

YEARS 	1	2	3	4
ANNUAL ACTIVITIES 	Literature Review	Literature review	Literature Review	Literature Review
	Focusing Research Proposal	Data Collection	Data Collection	Data Collection
	Data Collection, Processing and Analysis	Producing 1-3 Papers	Producing 1-3 Papers	Producing 1-2 Papers
	Producing 1- 2 Papers			Producing the PhD Thesis

4.3 Examination System

Examination shall be based on the number and quality of papers published in the study period.

It will also base on the quality of the Doctoral thesis produced by synthesizing the contents from the published research papers, with introduction, conclusion and recommendations.

University of Eastern Finland shall be the ultimate Examiner. Therefore defense (*viva voce*) shall be done in Finland. A student shall have to be at UEF at least one week before the *viva voce* date.

4.4 Graduation and Certification

Qualified candidates shall graduate with the University of Eastern Finland in person or *in absentia*, at their own cost.

Moreover, the PhD degrees to be conferred are of the University of Eastern Finland

5.0 Students Learning Facilities

Throughout the study period, candidates shall be granted all the necessary services as stipulated below:

5.1 Supervision

Ample supervision given through academic supervisors from the UEF allocated to each scholar. For those who are based in Dar es Salaam, additional local supervisor shall be allocated from the College of Business Education or any other local University, depending on the area of specialty.

5.2 Study/Presentation Room

There shall be a study and/or presentation room for PhD candidates. The room shall be used for various presentations on the on-going PhD research projects.

The room shall also be used for following the workshops proceedings and presentations that are presented at the UEF.

The study room shall be fully equipped for academic focus and availed to those scholars living and/or visiting CBE Dar es Salaam Campus

5.3 Internet Connectivity

All PhD candidates shall be availed to the free internet connectivity while around the CBE campuses.

The candidate shall have his/her computer configured to the required specifications for ensuring the connectivity.

5.4 Access to UEF Online Library (Nelli portal)

Each PhD candidate shall have access to the well vested UEF on-line library services and materials and a password shall be given for each to log on.

6.0 Support Services to be Provided by the IMPDET-LE Doctoral Hub

There are several services that shall be given to candidates to support their learning at the IMPDET-LE Hub. The services include the following:

6.1 ICT Power House

The ICT power house is a Unit which will consist of ICT experts and facilities to be used for practical implementation of the technologies proposed by the students through their research findings.

The power house shall be responsible for production of prototypes of technologies so as to demonstrate the applicability of the research findings at small scale. This will constitute one way of evaluating the student's contribution in terms of knowledge and practical skills set for problem solving.

6.2 Research and Publication Facilities

The Hub is expected to enhance research and publication facilities through training on Research methodology, availing the research infrastructure.

7.0 Conclusion

The actualization of the operation of the IMPDET-LE Doctoral Hub is an important step towards uplifting the status of the College of Business Education through collaboration with the University of Eastern Finland.

Much effort is demanded towards operating the Hub to the required international standards.

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