UNITED REPUBLIC OF TANZANIA

MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY

ARDHI UNIVERSITY (ARU)

In reply please quote:

Refer No: BA.76/408/01

10th November, 2026

TO ALL FIRST YEAR STUDENTS - 2026/2027 ACADEMIC YEAR

RE: OPENING OF PROGRAM TRANSFER WINDOW WITHIN THE UNIVERSITY (INTERNAL TRANSFERS)

All first-year students admitted for the 2026/2027 academic year are hereby informed that the window for application of programme transfers within the University (internal transfers) is open from **10th to 12th November 2026.**

2. Applications for internal programme transfers are invited for the following programmes only, where a limited number of vacancies are available.

Table 1: Programmes Available for Internal Transfer Application

S/n	Programme name
1.	Bachelor of Architecture (B.ARCH)
2.	Bachelor of Science in Quantity Surveying and Construction Economics (BSc. QSCE)
3.	Bachelor of Science in Construction Management (BSc.CM)
4.	Bachelor of Science in Accounting and Finance (BAF)
5.	Bachelor of Business Administration.(BBA)
6.	Bachelor of Science in Computer Systems and Networks (BSc CSN)
7.	Bachelor of Science in Geographical Information Systems and Remote Sensing. (BSc GIS&RS)
8.	Bachelor of Science in Geomatics (BSc GM)
9.	Bachelor of Science in Hydrographic and Oceanographic Sciences (BSc. HOS)
10.	Bachelor of Science in Information Systems Management (BSc ISM)
12.	Bachelor of Science in Property and Facilities Management (BSc. PFM)
13.	Bachelor of Science in Real Estate and Finance (BSc. REFI)
14.	Bachelor of Science in Civil Engineering (BSc. CE)

Ardhi University, Block L, Plot No.3, University Road Dar es Salaam, P. o. Box 35176, Postcode 14129, Dar es Salaam. Email: aru@aru.ac.tz. Website: www.aru.ac.tz. Phone No: +255 739 357 310/11/12, Fax No: +255 22 277 5391

S/n	Programme name
15.	Bachelor of Science in Environmental Laboratory Science and Technology (BSc.ELST)
16.	Bachelor of Science in Environmental Science and Managements (BSc. ESM)
17.	Bachelor of Science Integrated Water and Environmental Resource Engineering (BSc. IWERE)
18.	Bachelor of Science in Municipal and Industrial Services Engineering (BSc. MISE)
19.	Bachelor of Arts in Community Development Studies (B.A. CDS)
20.	Bachelor of Arts in Economics (BAE)
21.	Bachelor of Science in Urban and Regional Planning (BSc.URP)
22.	Bachelor of Science in Regional Development Planning (BSc.RDP)
23	Bachelor of Science in Housing and Infrastructure Planning (BSc.HIP)

3. Internal Transfer Application Procedures

i) All applications for internal programme transfers must be submitted online through the AMIS system (https://amis3.aru.ac.tz). Applications submitted in hard copy (letters) **will not be accepted.**
ii) Applicants must indicate their currently admitted programme, the programme they wish to transfer to, and the reasons for requesting the transfer.
iii) Applicants are required to pay a non-refundable transfer application fee of 10,000/= using a system-generated control number.

4. Eligibility Criteria for Internal Transfers

i) Applicants must have been admitted to a Bachelor's degree programme at Ardhi University for the 2026/2027 academic year.
ii) Vacancies must be available in the programme to which the transfer is sought;
iii) Applicants must meet the **entry requirements** of the programme to which they wish to transfer; and
iv) Applicants must meet or exceed the minimum **cut-off points** used to admit other applicants to the program.

5. Important Conditions and Restrictions

i) Applications for internal transfers are restricted to the programmes listed in Table 1. Applications to programmes not listed will not be considered.
ii) Submission of a transfer application does not guarantee approval. Applicants are required to continue attending classes in their initially admitted programmes and are prohibited from changing programmes until they receive official notification of transfer approval.

iii) Once a transfer has been approved, students will not be allowed to transfer back to their former programmes;
iv) Applications submitted after the stipulated deadline will not be considered.

Prof. Makarius Mdemu
DEPUTY VICE CHANCELLOR - ACADEMIC RESEARCH AND CONSULTANCY

Cc: Vice Chancellor
Cc: All School Deans
Cc: DFA
Cc D/ICT
Cc: Head/Academic Affairs
Cc: All Notice Boards