



# Institute of Continuing Education (ICE) Programmes



- Innovate
- Create
- Generate



[www.mubas.ac.mw](http://www.mubas.ac.mw)

## Introduction

The Institute of Continuing Education (ICE) was established by the Malawi University of Business and Applied Sciences (MUBAS) under Act 19 of 2019 as an arm of the University mandated to offer life-long learning courses. The Institute provides training at the Certificate, Diploma, Advanced Diploma and other related levels. The delivery of courses involves the application of flexible and innovative methodologies such as day release and weekend. The range of our courses currently on offer include the following:

SN.	PROGRAMME	MODE OF STUDY
1.	Diploma in Public Health (MUBAS)	Weekday / Weekend
2.	Diploma in Graphics and Media Studies (MUBAS)- Blantyre only	Weekend
3.	Diploma in Journalism (MUBAS)	Weekday / Weekend
4.	Diploma in Secretarial Administration (MUBAS)	Weekend
5.	Certificate in Secretarial Studies (MUBAS)	Weekend
6.	Diploma in Forensic Investigations	Weekend
7.	Diploma in Journalism and Media Studies (ABMA)- Level 4, 5 and 6	Weekday
8.	Diploma in Business Management Level 4, 5 & 6 (ABMA)	Weekday
9.	Diploma in Human Resource Management (ABMA)- Level 4, 5 and 6	Weekday
10.	Diploma in Community Development (ABMA)- Level 4, 5 and 6	Weekday / Weekend
11.	Diploma in Computing and Information Systems (ABMA)- Level 4, 5 and 6	Weekday
12.	Diploma in Public Health Management (ABMA)- Level 4, 5 and 6	Weekday / Weekend
13.	Diploma in Project Management level 4, 5 & 6	Weekend
14.	Diploma in Purchasing and Supply Chain (ABMA)- Level 4, 5 and 6	Weekday / Weekend
15.	Certificate & Diploma in Financial Accounting (ICAM)	Weekday / Weekend
16.	Certificate Diploma and Postgraduate Diploma in Professional Marketing (The Chartered Institute of Marketing)	Weekend
17.	Certificate; Diploma; Advanced Diploma in Logistics and Transport (CILT)	Weekend
18.	Certificate; Diploma; Advanced Diploma in Banking (IOBM)	Weekend
19.	Certificate; Advanced Certificate; Diploma; Advanced Diploma; Professional Diploma in Procurement and Supply (CIPS)	Weekday / Weekend
20.	Diploma in Business Management (ABE)- Level 4, 5 and 6	Weekday / Weekend
21.	Diploma in Human Resource Management (ABE)- Level 4, 5 and 6	Weekday / Weekend
22.	Diploma in Marketing (ABE)- Level 4, 5 and 6	Weekday / Weekend

PROGRAMME	ENTRY QUALIFICATIONS	TUITION FEES	DURATION
Diploma in Public Health (MUBAS) <b>(Blantyre Campus Only)</b>	At least four credits or its equivalent including English and any two of the following: Mathematics, Physical Science (Physics and Chemistry) and Biology	K400, 000.00 per semester K800, 000.00 per year	Three years
Diploma Graphics and Media Studies <b>(Blantyre Campus Only)</b>	MSCE/GSCE	K300, 000.00 per semester K600, 000.00 per year	Two years
Diploma in Journalism (MUBAS)	MSCE/GSCE	K300, 000.00 per semester K600, 000.00 per year	Three years
Diploma in Secretarial Administration	MSCE/GSCE plus 50 words per minute typing speed and Shorthand Knowledge	K300, 000.00 per semester K600, 000.00 per year	One year
Certificate in Secretarial Studies	MSCE/GSCE	K300, 000.00 per semester K600, 000.00 per year	One and a half year

ABMA Programmes	MSCE/GSCE	K200, 000.00 per Semester (Students to Pay Examination Fees)	Six months each Level (Thus, 18 Months for 3 Levels)
ICAM Courses	MSCE/ GSCE	K200,000.00 per semester (Students to pay examination fees)	One year for Certificate and two years for Technician Diploma
<b>CIM COURSES</b> Certificate Diploma Postgraduate Diploma	MSCE/GSCE Relevant Degree CIM Diploma	K200,000.00 per semester K200,000.00 per semester K300,000.00 per semester (Students to Pay Examination Fees)	Six months Six months Six months
<b>International Institute of Certified Forensic Investigations</b> Diploma Diploma	MSCE Diploma 1	K400,000.00 per semester K400,000.00 per semester	Six months Six months
<b>CILT COURSES</b> Certificate Diploma Advanced Diploma	MSCE/GSCE Relevant Diploma/Degree CILT Diploma	K200,000.00 per semester K200,000.00 per semester K600,000.00 per year (Students to Pay Examination Fees)	Six months Six months One year
<b>IOBM COURSES</b> Certificate Diploma Advanced Diploma	MSCE/GSCE Relevant Diploma/Degree Banking Diploma	K200,000.00 per semester K200,000.00 per semester K300,000.00 per semester (Students to Pay Examination Fees)	One year One year One year
<b>CIPS COURSES</b> Certificate Advanced Certificate Diploma Advanced Diploma Professional Diploma	MSCE/GSCE CIPS Certificate Relevant Degree CIPS Diploma CIPS Advanced Diploma	K200,000.00 per semester K200,000.00 per semester K200,000.00 per semester K200,000.00 per semester K300,000.00 per semester (Students to Pay Examination Fees)	Six months Six months One year One year Six months
<b>ABE COURSES</b> Level 4 Diploma Level 5 Diploma Level 6 Diploma	MSCE/GSCE	K200,000.00 per semester K200,000.00 per semester K300,000.00 per semester (Students to Pay Examination Fees)	One year Six months Six months

Applicants should pay a non-refundable application fee of K10,000.00 into the following bank account:

**Account Name:** Continuing Education Centre  
**Account Number:** 9100001168336  
**Branch:** Ginnery Corner  
**Bank Name:** Standard Bank

Application forms can be downloaded from the MUBAS website ([www.mubas.ac.mw](http://www.mubas.ac.mw)) or physically collected from MUBAS Main Campus and Chichiri Campus in Blantyre, MUBAS Area 2 Campus in Lilongwe near Winners Chapel, MUBAS Campus at Luwanga in Mzuzu and MUBAS Msalura Campus in Salima.

The forms, together with copies of relevant certificates and bank deposit slips, should be electronically sent or physically delivered by **Friday, 19 December, 2025** to any of the campuses indicated above. Alternatively, you can

send the application package to the following address:

The Institute Manager  
Institute of Continuing Education (ICE)  
Malawi University of Business and Applied Sciences (MUBAS)  
Private Bag 303 Chichiri  
BLANTYRE 3  
Email: [ice@mubas.ac.mw](mailto:ice@mubas.ac.mw)

For further enquiries, kindly use the following contact numbers during working hours only:

BLANTYRE (+265 999 976 502 / +265 999 976 503); LILONGWE (+265 999 976 501); MZUZU (+265 999 976 498) and SALIMA (+265 998 677 346)

**THE INSTITUTE PROMOTES GENDER EQUALITY HENCE AN ENCOURAGEMENT FOR FEMALE CANDIDATES TO APPLY.**



The Institute Manager  
Institute of Continuing Education  
Malawi University of Business and  
Applied Sciences (MUBAS)  
Private Bag 303  
Chichiri, Blantyre 3.

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