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Recent
Passport Size
Photograph
Of the
Applicant

**OFFICE OF THE ACADEMIC REGISTRAR
APPLICATION FORM FOR ADMISSION TO CERTIFICATE AND DIPLOMA PROGRAMS:
SEPTEMBER 2017/2018 INTAKE**

- This form is to be used only by applicants seeking admission into: **Certificate and Diploma Programs**

CAREFULLY READ THE INTRUCTIONS BELOW

- Attach Certified copies of CSEE and/or ACSEE and academic transcripts (where applicable) to this form. Please note that uncertified copies of academic documents will not be accepted.
- Each application must be accompanied by **non-refundable** NACTE verification fee Tshs. 20,000/= and Tshs 10,000/= as Institution's application fee. Please pay these fees in lump-sum at any University's bank accounts shown below and attach the **bank slip** together with the application form.

Mount Meru University's bank account numbers are:

- TIB CORPORATE BANK – A/C No. 007600003113401**
NB: You can also be served at Tanzania Postal Bank (TPB) with TIB Corporate Bank deposit slips for your deposit
- CRDB – Tshs Account No. 0150260560100**
- Incomplete applications will not be processed.**
- Submit your form to the office of the Academic Registrar at Mount Meru University (MMU) not later than August 20th, 2017.**

SECTION 1: PERSONAL DATA¹

Applicant's legal /official name² _____

1.1 Gender (Tick) Male Female Date of Birth (Day/Month/Year) _____

1.2 Nationality _____

1.3 Country of residence _____, Region of Residence: _____; District of Residence: _____

1.4 Primary school attended: _____

1.5 Disability if any (If possible attach a copy of medical document) _____

1.6 Current postal address _____

Contact Telephone _____ E-mail Address _____

1.7 Source of funding for your studies at MMU _____

1.8 **Next of Kin** – Details:

1.8.1. Full Name: _____

1.8.2. Relation Type: _____

1.8.3. Postal address: _____; Email address: _____

1.8.4. Phone Number: _____

1.8.5. Region of Residence: _____

SECTION 2: CHOICE OF PROGRAM OF STUDY

2.1. Faculty of Business

Choose a minimum of one and a maximum of three programs of study which you are most qualified for. Indicate your choice by order of priority – 1 for a program you are giving highest priority and 3 for a program you are giving least priority.

2.1.1. Basic Technician Certificate in:

- a. Accountancy
- b. Procurement and Logistics
- c. Business Administration
- d. Tourism and Hospitality
- e. Law

¹ Mount Meru University does not discriminate in admission because of national or ethnic origin, race, color, religion or creed

² **Strictly** use legal/official names particularly as they appear on your academic documents

- 2.1.2. Technician Certificate in:**
- a. Accountancy
 - b. Procurement and Logistics
 - c. Business Administration
 - d. Tourism and Hospitality
 - e. Law

- 2.1.3. Ordinary Diploma in:**
- a. Accountancy
 - b. Procurement and Logistics
 - c. Business Administration
 - d. Tourism and Hospitality
 - e. Law

2.2. Faculty of Education

Diploma programs

- 2.2.1. Ordinary Diploma in Education: Choose two subjects combination from the list below - and

Subjects to choose from: Mathematics, Geography, English and History

- 2.2.2. Ordinary Diploma in Primary Education

2.2.3.

Certificate Program

- 2.2.4. Technician Certificate in Primary Education

2.3. ENTRY REQUIREMENTS FOR DIPLOMA PROGRAMS

- 2.3.1. Ordinary Diploma in Education and Ordinary Diploma in Primary Education
Holders of Advanced Certificate of Secondary Education Examination (ACSEE) with a minimum of Division III in relevant subjects or Certificate in Teachers Education with minimum GPA of 2.0.
- 2.3.2. Ordinary Diplomas under Business and Social Studies (NTA level 6)
Holders of **NTA Level 5** or other equivalent qualification which is recognized by NACTE
- 2.3.3. Technician Certificates under Business and Social Studies (NTA Level 5)
Holders of ACSEE with **ONE PRINCIPAL PASS and A SUBSIDIARY** or **NTA Level 4** or **any other equivalent qualification recognized by NACTE**
- 2.3.4. Technician Certificate in Primary Education (NTA Level 5)
Holders of **Certificate in Secondary Education Examination (CSEE)** with a minimum of **Division III**
- 2.3.5. Basic Technician Certificates in Business and Social Studies (NTA Level 4)
Holders of **CSEE** with at least **4 passes** in relevant subjects or any other equivalent qualification recognized by NACTE

SECTION 3: ABOUT MMU PROGRAMS

How did you know about the program you are applying for? Tick for the correct answer(s)

- 3.1. Newspaper
- 3.2. Internet
- 3.3. Radio
- 3.4. Television
- 3.5. A friend - Friend's full name:

SECTION 4: DECLARATION

- 4.1. It should be noted by all applicants that all cases of impersonation, falsification of documents or giving incorrect information, etc., whenever discovered either at registration or afterwards will lead to automatic CANCELLATION OF ADMISSION and the case will be reported to the relevant Tanzania legal authorities.
- 4.2. **Having noted and understood the implication of impersonation, falsification of documents or giving incorrect information, etc., I confirm that all the information that I have given in this form is correct.**

Signature of Applicant _____ Date _____