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MOUNT MERU UNIVERSITY

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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 2018/2019 INTAKE**

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

CAREFULLY READ THE INTRUCTIONS BELOW

- Certified copies of CSE, ACSE and Academic transcripts (where applicable) must be attached 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, 2018.**

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. Certificate in:
b. Accountancy
c. Procurement and Logistics
d. Business Administration

2.1.2. Ordinary Diploma in:
a. Accountancy
b. Procurement and Logistics
c. Business Administration

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

2.2. Faculty of Education

Diploma programs

2.2.1. **Ordinary Diploma in Education:** Choose the preferable combination(s) from the table below

	Combination	Choice		Combination	Choice
a.	Mathematics & Geography		c.	Geography & History	
b.	Geography & English		d.	History & English	

NOTE: ALL APPLICANTS WHO WISH TO APPLY FOR ORDINARY DIPLOMA IN EDUCATION SHOULD RETURN THEIR APPLICATION BEFORE JULY 20TH 2018

2.3. ENTRY REQUIREMENTS FOR DIPLOMA PROGRAMS

2.3.1. Ordinary Diploma in Education

Holders of Advanced Certificate of Secondary Education (ACSE) with a minimum of Division III in relevant subjects or Holders of Certificate in Secondary Education (CSE) with at least four passes "D" in non religious subjects and Certificate in Teachers Education with minimum GPA of 2.0.

2.3.2. Ordinary Diplomas under Business and Social Studies (NTA level 5 & 6)

Holders of ACSE with ONE PRINCIPAL PASS and ONE SUBSIDIARY or NTA Level 4 or Holder of CSEE with four passes "D" in non religious subjects and Holder of National Vocation Award (NVA) level III.

2.4. ENTRY REQUIREMENTS FOR CERTIFICATE PROGRAMS

2.4.1. Basic Technician Certificates in Business and Social Studies (NTA Level 4)

Holders of CSE 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 the correct answer

- 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** _____