

# THE MWALIMU NYERERE MEMORIAL ACADEMY

Tel: +255 22 2820041, 2820043, 2820045  
Fax no.: +255 22 2820816  
E-mail: mnma@mnma.ac.tz  
Website: www.mnma.ac.tz



P. O. Box 9193  
Dar es Salaam  
Tanzania

## APPLICATION FORM FOR ADMISSION INTO CERTIFICATE/DIPLOMA PROGRAMME

ACADEMIC YEAR OF APPLICATION 2014/2015

Affix your  
most recent  
passport-size  
photos here

**FOR OFFICIAL USE ONLY**

Number of the Form: F1/C/D/.....

Application Fee Receipt No: ..... Amount (Tshs) .....

Date: .....

1. FULL TIME PROGRAMME .....
2. EVENING PROGRAMME .....

### INSTRUCTIONS TO THE APPLICANTS

1. Applicants are required to submit **TWO COPIES** of this application form
2. **SECTION A** is for the applicant who is required to **fill in the space(s) provided or tick the appropriate box(es)**.
3. **Each** copy of this application form should be accompanied with **TWO certified photocopies of Secondary School Certificates, Transcripts and other relevant Testimonials**. Any application not accompanied by the required documents will not be acknowledged nor processed.
4. Make sure that **each copy** of the submitted application forms is attached with **two most recent coloured passport-size photos** (with a blue background and name written at the back).

Form No. F1/C/D/.....

Name of Applicant .....

5. All application forms must be accompanied by evidence (the MNMA receipt or a Bank Pay-In Slip) showing that **an application fee of Tshs. 20,000/=** for Tanzanian citizen and **US \$ 13** for non-Tanzanian citizens has been paid to the **Mwalimu Nyerere Memorial Academy's Account No: 1016490012, Twiga Bancorp Ltd located at Kigamboni Agency Branch, Dar es Salaam.**
6. For employed applicants, the employer or prospective sponsor is required to fill **Section B** of this application form.
7. The **deadline** for submission of all application forms is Friday, **14<sup>th</sup> August, 2014.**
8. Warning: Submission of forged certificates or any false information is criminal offence and will be handled according to the law.
9. The **two** copies of the filled application forms and the indicated **attachments** mentioned in items No. 3, 4 & 5 above should be returned to:  
The Principal  
The Mwalimu Nyerere Memorial Academy,  
P.O. Box 9193,  
DAR ES SALAAM.

## **SECTION A: TO BE COMPLETED BY THE APPLICANT:**

### **1.0 PERSONAL PARTICULARS OF THE APPLICANT**

(Use Block Letters or Typescript)

- 1.1 Surname: .....
- 1.2 Other **two** names: .....
- 1.3 Sex:  Female  Male
- 1.4 Contact Postal Address:.....  
Telephone: ..... Fax ..... E-mail .....
- Office: ..... Residence: .....
- 1.5 Marital Status:  Married  Single
- 1.6 Place of Birth: .....
- 1.7 Date of Birth: .....
- 1.8 Nationality: .....(by **Birth** or **Naturalized** – tick appropriate status).
- 1.9 Programme Applied for:

Form No: F1 /C/D/ .....

Name of Applicant .....

<b>Name of Programme</b>	<b>Duration</b>	<b>Tick</b>
Foundation certificate	3 months	
Basic Technician Certificate in Economic Development	1 Year	
Basic Technician Certificate in Human Resource Management	1 Year	
Basic Technician Certificate in Youth Work	1 Year	
Ordinary Diploma in Economic Development	2 Years	
Ordinary Diploma in Gender Issues and Development	2 Years	
Ordinary Diploma in Social Studies	2 Years	
Ordinary Diploma in Human Resource Management	2 Years	
Ordinary Diploma of Education in Geography and History	2 Years	
Ordinary Diploma of Education Kiswahili and English Languages	2 Years	

**2.0 SUMMARY FORM OF PERSONAL PARTICULARS, ACADEMIC QUALIFICATIONS AND WORK EXPERIENCE**

2.1

<b>Name (Surname)</b>		<b>Sex (Female/Male)</b>	
<b>Other two Names</b>		<b>Age in Years</b>	
<b>Date of Birth</b>		<b>Nationality</b>	
Disabilities/Special Needs <input type="checkbox"/> Yes <input type="checkbox"/> No		Nature of Disability/Special Need (if any).	

2.2

State whether you are <b>In-Service</b> or <b>Pre-Service</b>	
Name and address of Present Employer	
Present Employment Position/Title	

Form No: F1 /C/D/ .....

Name of Applicant .....

2.3

PARTICULARS OF "O" LEVEL CERTIFICATE(S)									
School		Index No.		Year		Div		PT	

2.4

Grades obtained in Relevant "O" Level Subjects	Civics	Kiswahili	English	History	Geography	B/Maths	Biology	Commerce	B/Keeping	Physics	Chemistry	Agric. Scie			
<b>Grade</b>															

2.5

PARTICULARS OF "A" LEVEL CERTIFICATE(S)									
School		Index No.		Year		Div		PT	

2.6

Grades obtained in Relevant "A" Level Subjects	Maths	Chemistry	Commerce	Geography	Biology	History	B/K (Acc.)	Kiswahili	English	Physics	G/Studies	Economics			
<b>Grade</b>															

2.7

PARTICULARS OF EQUIVALENT/ QUALIFICATIONS e.g Diploma, Certificate	
Institution/College	
Course Attended	
Class Overall/Grade/GPA Obtained	
Index Number/Number of Certificate	
Year Completed	

2.8

Work Experience (years)	
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2.9

Programme Applied	
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Form No: F1 /C/D/ ..... Name of Applicant .....

**2.10 Declaration:**

I hereby certify that the information given in this form is correct.

.....  
SIGNATURE OF APPLICANT

.....  
DATE

**2.11**

Remarks (For Office Use Only)	<b>Admitted:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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**3.0 FINANCIAL STATUS:**

Course fee will be paid by (tick which is applicable)

- a) My employer (Name): .....
- b) Any other sponsoring organization (Name): .....
- c) Myself (Name): .....

**NOTE:** If you have ticked (a) or (b) please ask your prospective sponsor to complete item No. 4 below.

**SECTION B: TO BE FILLED BY SPONSOR:**

**4.0 EMPLOYER'S/SPONSOR'S CERTIFICATE:**

(To be completed by a responsible Officer authorized by the Organization/Institution/Corporation/Company/Ministry).

- a) We .....  
Confirm that we will sponsor the candidate if accepted and we will pay to MNMA Fees as set forth in the MNMA prospectus.
- b) We understand that the amount of fee may be changed by MNMA at any time without prior notice.

Signed: .....

Name: .....

Rank: .....

Official Stamp: .....

On behalf of: .....

Any other comments: .....

Date: .....