

# MSAKAMALI INSTITUTE OF BUSINESS STUDIES AND TECHNOLOGY

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**MIBST**

P.O. BOX 163,  
 Chalinze. Tanzania  
 REG/BMG/049P

Photo

## APPLICATION FORM FOR ADMISSION TO BASIC TECHNICIAN CERTIFICATE PROGRAMME

**NOTE:**

- 1) This form should strictly be used for admission application to 2013/2014 Academic Year study which starts in September 2013
- 2) Please **READ** and **UNDERSTAND** all the information given in this form before filling it, and
- 3) In filling this form please use **CAPITAL LETTERS** or **PRINT**

**PART (A) TO BE COMPLETED BY THE APPLICANT**

1. Name in full Mr/ Mrs/ Miss  
 .....
2. (a) Date of birth.....(b) Male/ Female  
 (c) Marital status: SINGLE/MARRIED (d)  
 Nationality.....  
 (e) Contact Address.....  
  
 Telephone.....Email.....

**PARTICULARS OF EDUCATION AND PROFESSIONAL QUALIFICATIONS**

**a. Education qualifications**

NAME AND ADDRESS OF SECONDARY SCHOOL	INDEX NO	SUBJECTS TAKEN	GRADES	POINTS AND DIVISION	DATE OF COMPLETION

**b. Professional qualifications (VETA GRADUATES)**

<b>NAME AND ADDRESS OF THE INSTITUTE</b>	<b>LEVELS OF PROFESSION</b>	<b>SUBJECTS TAKEN</b>	<b>GRADES</b>	<b>DATE OF COMPLETION</b>

**COURSES APPLIED FOR ARE:**

<b>COURSES</b>	<b>RANK / TICK</b>
<b>BASIC TECHNICIAN CERTIFICATE IN ACCOUNTANCY.</b>	
<b>BASIC TECHNICIAN CERTIFICATE IN COMMUNITY DEVELOPMENT</b>	

**APPLICANT'S DECLARATION**

I certify to the best of my knowledge that, the information given above is true, complete and correct. If any information is found to be untrue any legal measures should be taken against me at any time.

**Date.....Signature of Applicant.....**

**PART (B) TO BE COMPLETED BY SPONSOR**

**1) FOR IN- SERVICE APPLICANT ONLY**

I, the undersigned (Name and address of sponsor)

.....  
.....  
.....

- i. Nominate (Name of Applicant) .....
- For (Name of the course) .....

And if accepted, I undertake to pay for all expenses relating to the course

- ii. Certify that the applicant, if accepted as a student in the course, will be granted leave of absence for the duration of the course.
- iii. Certify that the applicant, if accepted will be given no other duties or assignment that would conflict with devoting full time and attention to the course.

**Sponsor's Signature**.....**Sponsor's Title**.....

**Official Stamp**.....**Place**.....

**Date**.....

**2) FOR PRIVATE AND SELF SPONSORED APPLICANTS ONLY**

- i. Name of the sponsor.....
- ii. Sponsor's Address.....
- iii. Sponsor's Title.....
- iv. Signature of the Sponsor.....
- v. Official Stamp.....
- vi. Date.....

**PART(C) RELEVANT INFORMATION**

**1. MINIMUM ENTRANCE QUALIFICATIONS:**

- a) For BASIC TECHNICIAN Certificate Course (NTA 4): (One year)

Four passes of Grade "D" or above in relevant subjects in the ordinary Certificate of Secondary School Education.

Completion of National Vocational Award Level three (NVA 3)

- 2. Programme duration: One year course comprising of two semesters of 17 weeks each

3. The Programme will start in September 2013. All applications must reach the institute not later than 25 August, 2013.

### **Training Costs**

Fees should either be paid in full or in two equal installments and must be paid in advance at least four (4) weeks before the beginning of the academic year or Semester. The Fee structure has been attached herewith for your guidance.

Relevant copies of certificates should accompany duly completed APPLICATION FORM

### **FEES PAYMENT**

Fees should be paid in full to **the CRDB Bank PLC Bagamoyo Branch**, Account Name: **Msakamali Institute of Business Studies and Technology**, Account No: **0150432786700**

**All applications and enquiries about admission should be addressed to:**

**THE ADMISSION OFFICER.**

**MSAKAMALI INSTITUTE OF BUSINESS STUDIES AND TECHNOLOGY (MIBST)**

**P.O.BOX 163,**

**CHALINZE.**

**(MIBST is located at Msata village, along Segera - Chalinze road, 39kms from CHALINZE)**

Submission of forged certificates or any false information is criminal offence and will be dealt with according to the law. **NB:**

Forms must be accompanied by **evidence of payment of non-refundable** application fee of Fifteen Thousands (Tshs. 15,000/=) -MIBST official receipt.

# MSAKAMALI INSTITUTE OF BUSINESS STUDIES AND TECHNOLOGY

## FEE STRUCTURE FOR CERTIFICATE PROGRAMME IN ACADEMIC YEAR 2013/2014

### Direct cost to Institute

Semester	Registration	Internal Examination fee	Training Costs	ID Card	Student Organization	NACTE Exam fee	Health	Caution Money	Sports and games	Library fee	Total
I	20,000	15,000	425,000	10,000	10,000	15,000	-	10,000		15,000	<b>520,000</b>
II	-	15,000	425,000	-	-			-	-		<b>440,000</b>
<b>Total</b>											<b>960,000</b>

- The Institute offers accommodation facility through its Estate Department at a cost not included in the fee structure amounting to 180,000 per annum.
- The institute has cafeteria where students can purchase food from their pocket money.
- Students have to take good health care themselves. However, Students are highly encouraged to join NHIF at TZS 50,400= per annum or any other health insurance.