

**SCHOOL OF LIBRARY ARCHIVES AND DOCUMENTATION STUDIES
CHUO CHA UKUTUBI NA UHIFADHI NYARAKA-BAGAMOYO**



**APPLICATION FORM FOR ADMISSION INTO DIPLOMA AND
CERTIFICATE PROGRAMMES FOR 2018/2019**

PART A: PROGRAMME APPLIED FOR:

In the table below, enter the programme you are applying for (*tick appropriate*)

NTA LEVEL 4: Basic Technician Certificate in Library, Records and Information Studies	<input type="checkbox"/>
NTA LEVEL 5: : Technician Certificate in Library, Records and Information Studies	<input type="checkbox"/>
NTA LEVEL 6: Ordinary Diploma in Library, Records and Information Studies	<input type="checkbox"/>

Programme Mode <i>(Tick Appropriate)</i>	Regular (Bagamoyo)	(Dar es salaam Campus)
	NTA Level 4	NTA Level 4 - Day
	NTA Level 5	NTA Level 5 - Evening
	NTA Level 6	NTA Level 6 - Evening

PART B: BASIC PERSONAL INFORMATION

1. First name Middle Name Surname
.....
(as indicated in your certificates)
2. Gender: Date of Birth Nationality
.....
3. Mailing Address:
P.O. Box Town/City..... District
Country..... Phone
4. **Next of Kin Details**
Name Phone Relationship
.....
District Town /City

PART C: EDUCATIONAL BACKGROUND

INSTRUCTION:

FOR THE APPLICANT WHO HAS NOT YET GOT EXAMINATION RESULT SLIP, THIS PART MUST BE APPROVED BY THE SCHOOL ACADEMIC OFFICER

5. Certificate of Secondary School Examination results or equivalent (O level)

Subject	Grade	Year

O'Level Index Number

O'Level Examination Year:

Examination Centre/School.....

Country.....

Name of Primary School.....

6. Advanced Certificate of Secondary School Examinations results or equivalent (A Level)

Subject	Grade	Year

A'Level Index Number

A'Level Examination Year:

Examination Centre/School.....

Country.....

7. DECLARATION

I agree to abide by the rules and regulations of the School of Library Archives and Documentation Studies communicated separately, and as may be amended from time to time. I also certify that the information provided above is true and complete in all aspects. I agree that:-

- SLADS retains the right to nullify my admission if the information provided is found to be false.
- I am not under suspension or dismissal from any other institution for reasons of academic misconduct.

Signature.....**Date**.....

8. PART D: TO BE FILLED BY EMPLOYER/SPONSOR

I/We (name of Institution).....
hereby accept responsibility of paying tuition fee for (name of applicant)..... who is applying for (name of the course) Diploma/Certificate Course (Choose appropriate course)

I/We further accept responsibility to pay the following:

- Tuition fees
- Books and Stationery allowances
- Field attachment allowances
- Meal allowances
- Medical capitation
- Transport allowances

Signature.....

Full name and address of sponsor
.....

Cell:.....

Position.....

Official Stamp.....**Date**.....

9. ATTACHMENTS TO THE APPLICATION FORM

- i. Copies of Secondary School Certificates.
- ii. Copy of Birth Certificate.
- iii. Copies of Academic Transcripts and Certificates.
- iv. An original receipt (Bank Pay-in-Slip non-refundable application fees T.shs 10,000/=should be paid through the bank **NMB Branch Account No. 21003500010.**

All **non-Tanzanian** certificates should be translated according to **NECTA** grades before submitted for application.

Successful applicants will be required to bring the original certificates for verification at the time of registration.

***Deadline for Submission of the Application Form is
30st, June 2018.***

All applications should be addressed to:

The Principal
School of Library Archives and Documentation Studies
P.O. Box 227
Bagamoyo.

NB: For further information call:

Office: 0232440101/023 2440444/Fax: 055 232 440333

Cellphone: 0714259997

0713479715

0766220405

E-mail: sladsbagamoyo@yahoo.com