This is in response to your application for postgraduate studies at Mzumbe University. Enclosed, please, find an application form that must be duly filled before your application is processed. Please, pay special attention to the following points:

- Applicant to complete Parts A-F

- All information given must be correct (e.g. titles of awards, names of schools, etc.).

- All applicable items of this form must be fully completed. Any omission may delay the processing of the application.

- In Part G, the employer is expected to give a brief recommendation of the applicant (for applicants who are employed and are to be sponsored by their employers).

- In Part H, the sponsor's signature for those being sponsored by their employers.

- Two reference forms are enclosed and should be filled by academic referees as instructed in Part E.

- Your application will be processed only after your file is complete with all requisite documents and information.
PART A
PERSONAL PARTICULARS OF THE APPLICANT

1. Surname as it appears in certificate__________________________________________

2. Other names: ______________________________________________________________

3. Sex: [ ] Female [ ] Male

4. Postal Address: ______________________________________________________________
   Mobile___________________ Fax ___________________ E-mail ________________
   Office Tel:___________________ Residence Tel.: ____________________________

5. Marital status: _____________________________________________________________

6. Place of birth: _____________________________________________________________

7. Date of birth: _____________________________________________________________

8. Nationality______________(by birth ____ or by naturalization ____)(tick the appropriate)

PART B
THE PROGRAMME YOU WANT TO APPLY FOR

9. Programmes offered at the three campuses and two training centres are shown below.
   Please, check the programme of your interest and the campus of your choice. For
   further explanations regarding the entry qualifications/requirements for specific programs,
   please visit our Website: www.mzumbe.ac.tz (under students heading and sub-heading
   call for applications 2013/2014) and Directorate of Research, Publications and
   Postgraduate Studies (DRPS) website: http://drps.mzumbe.ac.tz.

(i) MAIN CAMPUS

Ph.D. [ ]

MBA - Corporate Management … .. .. [ ]
MBA - Corporate Management (Evening) … .. [ ]
MBA - Corporate Management (Executive).. .. [ ]
MSc. - Accounting & Finance (A&F).. .. [ ]
MSc. - Accounting & Finance (A&F) (Evening) .. [ ]
MSc. - Entrepreneurship .. .. .. .. [ ]
MSc. - Procurement and Supply Chain Management [ ]
MPA - Master of Public Administration .. .. [ ]
MHSM- Master of Health Systems Management .. [ ]
MSc. - Health Monitoring and Evaluation.. .. [ ]
MSc. - Human Resource Management .. .. [ ]
MSc. - Local Government Management .. .. [ ]
MSc. – Master of Research and Public Policy … [ ]
MSc - Development Policy .. .. .. [ ]
MSc. - Environmental Management [ ]
MSc - Economics .. .. .. .. .. [ ]
MSc. - Project Planning and Management .. .. [ ]
MSc. - Economics Policy and Planning .. .. .. [ ]
LL.M - Constitutional & Administrative Law .. [ ]
LL.M - Commercial Law .. .. [ ]
LL.M - International Law .. .. .. .. [ ]

Preferred mode of delivery you want (except for Ph.D):
- Morning class (only available on campus) _______________________
- Evening class (for MBA and MSc. A&F) at Morogoro Municipality:
  _______________________
- Executive mode _______________________

Please note that choosing a morning class means the course will be pursued at the main campus while choosing an evening class implies the course will be pursued at Down Town Morogoro. Courses offered under evening mode at the Morogoro Municipality are MBA and MSc. A&F only. Please, note that the same courses are also offered as morning (or ordinary) classes on campus. The executive mode at the Main Campus is for MBA only and it is not offered as an evening class at the Municipality. It will be offered only when there are enough applicants.

(ii) DAR ES SALAAM CAMPUS COLLEGE:

MBA - Corporate Management … .. .. .. [ ]
MBA - Corporate Management (Executive Mode) .. .. [ ]
MSc. - Accounting & Finance (A&F).. .. .. [ ]
MSc. - Marketing Management .. .. .. .. [ ]
MSc. - Procurement and Supply Chain Management .. [ ]
MPA - Master of Public Administration .. .. .. [ ]
MPA - Master of Public Administration (Executive Mode) [ ]
MSc. - Human Resource Management .. .. .. [ ]
MSc. - Human Resource Management: Executive Mode .. [ ]

Mode:
- Morning class: _______________________
- Evening: _______________________
- Executive _______________________

Please note:
Executive mode at the Dar es Salaam Campus College is offered for MBA and MPA programmes only.

(iii) MBEYA CAMPUS COLLEGE:

MBA - Corporate Management (Executive Mode) .. [ ]
MBA - Corporate Management (Evening Mode) .. [ ]
(iv) MWANZA TRAINING CENTRE  (Evening Mode)

MSc. - Accounting & Finance (A&F)  
MBA - Corporate Management  
MSc. – Project Planning and Management

(v) TANGA TRAINING CENTRE  (Evening Mode)

MSc. - Accounting & Finance (A&F)  
MBA - Corporate Management  
MSc. – Project Planning and Management

11. Name of present employer (if applicable) ______________________________

12. Your present title or position: ________________________________

PART C
ACADEMIC TRAINING

13. Please, list all high schools, colleges, universities or other educational institutions you attended.

<table>
<thead>
<tr>
<th>School/College/University</th>
<th>Country</th>
<th>Years</th>
<th>Major Field of Study</th>
<th>Certificate/Diplomas/Degrees awarded</th>
</tr>
</thead>
<tbody>
<tr>
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PART D
PROFESSIONAL EXPERIENCE

14. List all jobs held for the past three years (if applicable)

Position: __________________________________________________________
Company/organization: ____________________________________________
Duration: _________________________________________________________
Brief job description: ____________________________________________

Position: _________________________________________________________
Company/organization: ____________________________________________
Duration: _________________________________________________________
Brief job description: ____________________________________________________________

Position: _____________________________________________________________________
Company/organization: _________________________________________________________
Duration: _____________________________________________________________________
Brief job description: _________________________________________________________
____________________________________________________________________________
PART E
ACADEMIC REFEREES

15 Please provide names of two academic referees and ensure that they each complete the attached reference form. The form should be sealed (signed on the closing envelope flaps) by the referee and returned by the applicant together with the application form.

<table>
<thead>
<tr>
<th>Name of Referee</th>
<th>Address</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td></td>
<td></td>
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<tr>
<td>(ii)</td>
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</tbody>
</table>

PART F
CERTIFICATION

16 I certify that the information given in this application form is complete and accurate to the best of my knowledge.

__________________________  ______________________
Signature of applicant     Date

PART G
EMPLOYER'S OR SPONSOR’S APPRAISAL (WHERE APPLICABLE)

17 Rating of applicant: Please, tick

<table>
<thead>
<tr>
<th></th>
<th>Excellent</th>
<th>Very good</th>
<th>Good</th>
<th>Poor</th>
<th>Very poor</th>
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<tbody>
<tr>
<td>Knowledge of job performed</td>
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<td>Ability to learn</td>
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<td>Personal initiative</td>
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<td>Co-operation and personal interaction</td>
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<td>Judgement and common sense</td>
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</table>

General conduct:

__________________________________________________________________________
PART H
SPONSORSHIP COMMITMENT, WHERE APPLICABLE

18. This is to certify that ____________________________
is sponsored by us for the programme of study he/she has applied for and we
undertake to meet total/part of the programme costs as given by the University.

________________________
DATE

________________________
SIGNATURE OF THE SPONSOR

[OFFICIAL STAMP IF APPLICABLE]

Duly filled application forms should be sent to the respective campuses as follows:-

For the Main Campus:
DIRECTOR
DIRECTORATE OF RESEARCH, PUBLICATIONS, & POSTGRADUATE STUDIES
P. O. BOX 63
MZUMBE, TANZANIA
Tel. +255 23 2604380/1/3/4
Fax: +255 23 2604382

For Dar es Salaam Campus College:
PRINCIPAL
DAR ES SALAAM CAMPUS COLLEGE
P. O. BOX 20266,
DAR ES SALAAM, TANZANIA
Tel. +255 22 2152586/2152584
Fax: +255 22 2152584

For Mbeya Campus College:
PRINCIPAL
MBEYA CAMPUS COLLEGE
MBEYA, TANZANIA
P. O. BOX 6559,
TEL. +255 25 2502863
FAX. +255 25 2502862

For Mwanza Training Centre:
Mr. Gilead Mchaki (Contact Person)
Tel. 0767 664308 or 0784 741303

OR

DEAN
School of Business
P.O.Box 6
MZUMBE
For Tanga Training Centre

Mr. Emmanuel Soody (Contact Person)
Tel. 0783 092850

OR

DEAN
School of Business
P.O.Box 6
MZUMBE

Please note:
This application should be accompanied by an application fee of Tshs 30,000 whose pay in slip should be attached with these forms. The fee is payable to Mzumbe University, CRDB Account No. 01J1012013400 for those applying at the Main Campus, Mwanza and Tanga Training Centres; Mzumbe University, CRDB Account No. 01J1043012201 for those applying at the Dar es Salaam Campus College; and Mzumbe University, CRDB Account No. 01J1065743701 for those applying at the Mbeya Campus.