



THE UNITED REPUBLIC OF TANZANIA
 MINISTRY OF LANDS, HOUSING AND HUMAN SETTLEMENTS DEVELOPMENT



ARDHI INSTITUTE TABORA
 P.O. BOX 744, TABORA
 TEL. 026-2604591, FAX. 026-2604928
 E-mail: arita@arita.ac.tz, registrar@arita.ac.tz

FORM No.....

Photograph

APPLICATION FORM FOR ORDINARY DIPLOMA
(TECHNICIAN CERTIFICATE – NTA LEVEL 5): 2019/2020

A. INSTRUCTIONS:

- (i) This form must be filled carefully in capital letters.
- (ii) Affix a coloured passport size photograph on the space provided.
- (iii) The cost of the application form is **Tshs. 10,000.00** which is non-refundable and should be paid by using **Control Number 996740000012**.
(Applicants are advised to pay by Bank or Bank Pay points (wakala) so as to obtain pay –in- slip which must be attached with the application form)
- (iv) Duly completed form should be returned to:
Registrar, Ardhi Institute Tabora P.O. Box 744, Tabora OR through email: registrar@arita.ac.tz OR arita@arita.ac.tz
- (v) On returning this form, applicant **MUST** attach photocopies of all the relevant Certificates (such as ACSEE, CSEE, School Leaving Certificates and Birth Certificate).
- (vi) Submission of application form should be accompanied by a **Bank pay-in slip** after paying the application fee by using the provided control number.
- (vii) **Consideration** will be made to all applicants who meet the **minimum entry requirement** for each Course.
- (viii) Application forms must reach the Institute before 2nd Sept, 2019.

B. APPLICANT’S PARTICULARS.

- (i) NAME OF APPLICANT.....
(as used in the form four/form six national examinations)
- (ii) MOBILE PHONE NO.....
- (iii) DATE OF BIRTH.....
- (iv) GENDER: Male Female
- (v) NATIONALITY.....
- (vi) NAME OF O-LEVEL SEC. SCHOOL.....
- (vii) NAME OF TECHNICAL INSTITUTE.....
- (viii) NAME OF A-LEVEL SEC. SCHOOL.....

(vi) **National form IV (CSEE)/Technical Institute (Certificate)/form VI (ACSEE) results**

Your selection and admission into NTA Level 5 (Ordinary Diploma) will be determined by the National form IV (CSEE) and relevant Certificate from an institution recognized by the Government education regulatory bodies or National form VI (ACSEE) results. Please submit the photocopies of respective certificates with this application. If your certificate(s) has not been released by NECTA, valid results slips **will be accepted**.

Please select two (2) courses according to the order of preference and indicate in the column of preference. **Key: 1=First preference, 2=Second preference**

Programs	Minimum requirements for applicants with form IV certificate	Fill in the certificate name e.g. Cartography, Land Management, Law, Land records etc.	Minimum requirements for applicants with form VI certificate	Preference
Graphic Arts and Printing	Possession of Tech Cert. Or a Basic Technician Certificate (NTA Level 4) OR Holder of NVA Level 3 Certificate (VETA graduates)		One Principal pass in either Physics, Chemistry, Maths, Geography, Agriculture, Biology or Economics and at least one Subsidiary pass	
Cartography	Possession of Tech Cert. Or a Basic Technician Certificate (NTA Level 4) OR Holder of NVA Level 3 Certificate (VETA graduates)		One Principal pass in either Maths, Geography, Physics, Agriculture, Biology, Economics or Chemistry and at least one Subsidiary pass	
Land Management, Valuation and Registration	Possession of Tech Cert. Or a Basic Technician Certificate (NTA Level 4) OR Teachers grade IIIA		One Principal pass and at least one Subsidiary pass in any subject.	

C. PARENT'S/GUARDIAN'S PARTICULARS.

- (i) NAME OF PARENT/GUARDIAN.....
- (ii) PERMANENT CONTACT ADDRESS.....
.....
- (iii) OCCUPATION:.....
- (iv) MOBILE TEL. NO.

D. EMPLOYER'S PARTICULARS (If applicable)

- (i) NAME OF EMPLOYER.....
- (ii) DESIGNATION (JOB TITLE):.....
- (iii) CONTACT ADDRESS.....
.....
- (iv) OFFICE TELEPHONE NO.
- (v) OFFICE E-mail ADDRESS:.....

E. **DECLARATION BY PARENT/GUARDIAN/EMPLOYER.**

I(name) declare that:

- (i) If selected,(name of applicant) will abide by the Institute's rules and regulations.
- (ii) I will pay all the fees and other Institute charges in time and give him/her all facilities required by the Institute.

Signature..... Date.....

Official Stamp (If applicable)

F. **COMMITMENT BY APPLICANT**

I.....(name) if admitted, will adhere to the Institute's laid down rules and regulations.

Signature..... Date.....

G. **(FOR OFFICIAL USE ONLY)**
DO NOT WRITE ANYTHING IN THIS PART

1. Recommendations by the Registrar:

Received and accepted/not accepted for consideration

Name and Signature.....Date.....

2. Decision of the Institute Admission Committee

Approved/not approved for Admission to the Course in

.....

Name and signature of Chairman

Name and signature of Secretary

Date.....

Official Stamp