

THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
AGENCY FOR THE DEVELOPMENT OF EDUCATIONAL MANAGEMENT (ADEM)



**INTENTION FOR JOINING WITH DIPLOMA PROGRAMME
OFFERED BY ADEM IN THE ACADEMIC YEAR 2022/2023**

Fill this Form accurately and submit to ADEM together with copies of **Academic and Professional Certificate(s)** as well as **Bank Pay-in-slip** to the undersigned address.

PART A:

This is a special programme jointly offered by ADEM and Aga Khan University for two years. The Programme is known as: **DIPLOMA IN EDUCATION MANAGEMENT AND ADMINISTRATION (DEMA)** offered to Heads and Deputy Heads of Primary School and Education Officers from Lindi MC, Mtama DC, Ruangwa DC and Nachingwea DC.

PART B: PERSONAL INFORMATION

1. First name Middle Name Surname
 (as indicated in your CSEE)
2. Gender: Date of Birth Place of Birth Nationality
3. **Mailing Address:**
 P. O. Box Town/City District Region.....
 Country *Phone number **E-mail.....
4. (a) Details of Referee
 Name Phone Relationship
 District..... Town/City.....
5. Applicant's details:
 * (i) Current working place (school):.....
 * (ii) Position/Title.....
 (iii) Ward:.....District/Council.....Region.....
 (iv) Number of years.....(from first appointment).Phone number (employer - DEO).....

*** and ** compulsory (should be filled)**

PART C: EDUCATION BACKGROUND:

6. Education and professional background (attach certificate copies)

Level of Education	Award	Year completed	Index number	Examination centre	Remarks

7. College / Institution attended

Name of College	Index number	Year completed	Course attended	Award

8. DECLARATION

I certify that the information provided above is true and complete in all aspects and I agree that ADEM retains the right to nullify my admission if the information provided is not correct.

Name.....signature.....date.....

9. ATTACHMENTS TO THE APPLICATION FORM

- a. Copies of Certificate(s) of Education Levels
- b. Copies of Academic Transcripts and Certificates
- c. Copy of Birth Certificate
- d. Copies of Professional Qualifications (Teaching profession)
- e. Bank - Pay - slip

APPLICATION FEE IS SHILLINGS.10,000/= WHICH SHOULD BE PAID THROUGH:

(i) NMB BANK BY FILLING PAY-SLIP and quote CONTROL NUMBER 991250018004

(ii) M-PESA, TIGO-PESA or Airtel-Money under Government payment CONTROL NUMBER 991250018004

***All non-Tanzanian certificates should be certified by NECTA or TCU before submitting for application.**

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

Submit your dully filled application form to ADEM-Bagamoyo

ADDRESSES FOR SUBMITTING YOUR APPLICATION

<p>Chief Executive, ADEM-Bagamoyo, P.O.Box 71, Bagamoyo or Use E-mail: admission@adem.ac.tz Website: www.adem.ac.tz</p>
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Note:

For E-mail submission: Scan all pages of your application form and its attachments into **ONE PDF FILE** before sending it into a given e-mail address. Use the following format in saving your PDF file: **ADEM – AGA KHAN: JUMA HAMISI**

Deadline for submission of the Application form is 20th April, 2022.

FOR FURTHER DETAILS PLEASE CONTACT:

- 1. 0765 140 487 - Admission officer
- 2. 0672 751 145 – Long Course Coordinator