



JORDAN UNIVERSITY COLLEGE

A Constituent College of St. Augustine University of Tanzania

P.O.BOX 1878 Morogoro, Tanzania

Mob: +255717781455/ +255765660606 /+255783659567

Website: www.juco.ac.tz Email: admission@juco.ac.tz

Attach one
passport size
photo with name
clearly written at
the back

APPLICATION FORM FOR ORDINARY DIPLOMA

PROGRAMMES 2020/2021

Programme Choice (Please tick the programme you are applying for)			
Programme	Choice	Programme	Choice
Diploma in Accountancy		Diploma in Law	
Diploma in Business Administration		Diploma in Library & Information Studies	
Diploma in Business Administration & Tourism Management		Diploma in Procurement & Supply Chain Management	
Diploma in Community Development		Diploma in Psychology & Counseling	
Diploma in Computer Science		Diploma in Records, Archives & Information Management	
Diploma in Computing, ICT		Diploma in Education with Religious Studies	
Personal Particulars			
1. Student's Names (As it appears on CSEE-Form IV or ACSEE -Form IV)			
Surname:			
First Name:		Middle Names:	
2. Student's Religious Name (if applicable):			
3. Gender:		4. Date of Birth (day/month/year):	
<input type="checkbox"/> Male <input type="checkbox"/> Female			
5. Place of Birth:		6. Country:	
7. Nationality:		8. Citizenship:	
9. Religion:		10. Marital Status:	
		<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widow	
11. Address:			
12. Contacts:		13. Profession:	
Tel.:		Fax:	
Email:			
14. Father's Name:		Occupation:	
15. Mother's Name:		Occupation:	
16. Disability:		Do you have any kind of disability?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please specify:			
(Note: This information is required in order to arrange appropriate means of assisting you once admitted.)			
For Emergencies: Persons to be contacted			
Full Name			
Relationship			
Address:			
Contacts:		Email:	
Tel.:		Fax:	
Full Name			
Relationship			
Address:			
Contacts:		Email:	
Tel.:		Fax:	
For Religious/Diocesan Students (Students belonging to Religious Congregations/Dioceses)			
Name of the Congregation/Diocese:			
Address of the Superior/Bishop:			
Contacts:		Email:	
Tel:		Fax:	
Date & Signature :		Official Stamp or Seal:	

For Non-Tanzanians

Resident Permit/Exemption Certificate (a copy is required)

Date of Issue (d/m/y):		Valid to (d/m/y):	
Date of Renewal (d/m/y):		Valid to (d/m/y):	
Passport (a copy is required)	No: _____	Country:	
Date of Issue (d/m/y):		Valid to (d/m/y):	

Education Background (Please attach copies of your certificate(s), transcript(s), and/or official award letter(s) to your application.)

School/College/University Attended	Location	Year of Completion	Duration	Certificate No.

How will you finance your studies?	<input type="checkbox"/> Private	<input type="checkbox"/> Have a Sponsor
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If Sponsored please specify	FullName: _____	Relationship: _____
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Address of Sponsor: _____

Employment Record

(Please list your current and previous employment in chronological order, putting your present or most recent post first. Short periods of vacation work, unless they are particularly relevant to your proposed course, should be excluded)

Name of Employer & Location	Post Held	From (month/year)	To (month/year)

Any other relevant qualification or experience

1. _____

2. _____

Proficiency in English(English is not your first language, please state your qualifications and proficiency in it) **Source of Information** (Please indicate where you first learned about this College and the programmes)
 Student
 College Staff
 Prospectus
 TCU/NACTE
 Exhibitions
 Internet

Other (please specify)

Declaration

I declare that all information given in this form is correct: Signature of the Applicant: Date:

Payments

Submission of dully filled application form should be accompanied with payment of non-refundable Application Fee of TSHS

10,000 Pay the Application Fee through the Account Number as Shown

SN	Bank Name	Account Name	Bank Account Number
1	CRDB Bank	Jordan University College	015 027 752 7900

NB: Cheques are not accepted! Remember to use the applicant's name and attach the original pay-in-slip of the Application Fee to your application form.

Attachments

Please include the following with this application:

- A medical Doctor's Certificate from recognized Governmental practitioner (please use our form)
- One (1) passport size photographs recently taken
- A short history of your life in English (500-700 words) in your own handwriting, describing the important details of your life, your reasons for pursuing these studies and your plans for the future.
- Photocopies of all your Educational Certificate and Academic Transcripts.
- Photocopy of Birth Certificate.
- Original pay slip of TSHS 10,000.

When you have attached all required materials kindly submit application form to: **Admission Office,****Jordan University College, P.O. Box 1878, Morogoro. Tanzania**