



**TANZANIA RESEARCH AND CAREER DEVELOPMENT INSTITUTE
(TRACDI)**

P.O BOX 11077, DODOMA – TANZANIA

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APPLICATION FORM FOR CERTIFICATE AND DIPLOMA COURSE FOR 2020/2021

Instruction: Fill the form with your names as they appear from your academic certificates i.e. Certificate, NVA III, CSEE, ACSEE or equivalent qualifications. A fully completed form should be attached with copies of Academic Certificates. Birth Certificate and Affidavit is an optional.

1. Personal information (Use CAPITAL letters (Required for NACTE registration))

First Name	Middle Name	Last Name	Male	Female
			<input type="checkbox"/>	<input type="checkbox"/>
Date of Birth	Place of Birth.	Home Address/P.o.box	Marital Status	
Email Address	Contact	Form four Index number	Year of Completion	
	Name of Primary School completed			
Next of Kin information				
Parent/Guardian Full Name	Mobile Number	Contact	Relationship	
Region	Citizenship	Home Address		

1. Date of Submission

Application forms submission commences on 15th, June 2020 and classes for the Academic year 2020/2021 start on 16th November, 2020.

2. Proposed Course

No.	Name of course	(Put "√")
1.	Basic Technician Certificate in Community Development	
2.	Technician Certificate in community Development	
3.	Ordinary Diploma in Community Development	
4.	Technician Certificate in Agriculture Production	
5.	Ordinary Diploma in General Agriculture (Upgrading)	
6.	Ordinary Diploma in Agriculture Production	

3. Entry Qualifications

COURSE	QUALIFICATION
Basic Certificate in Community Development	<ul style="list-style-type: none"> Students applying for certificate course in Community Development should have at least FOUR (4) passes in any subjects except Bible and Islamic Knowledge
Technician Certificate in Agriculture Production	<ul style="list-style-type: none"> Applicant must have at least TWO passes of grade “D” or above in Physics, Biology, Geography, Mathematics, Chemistry, Nutrition, Engineering Science and Agriculture and TWO passes in other subjects of grade “D” or above in the Ordinary Certificate of Secondary Education. English will be an added advantage Applicant has successfully been awarded National Vocational Award (NVA) Level 3 status in the Agricultural Field from VETA Training Institutes.
Technician Certificate in community Development	<ul style="list-style-type: none"> Holder of Basic Technician Certificate (NTA 4) in relevant course
Diploma in Community Development	<ul style="list-style-type: none"> Holder of Certificate of two years from any recognized institution Holders of Advanced Certificate of Secondary Education Examination (ACSEE) with at least one (1) subsidiaries “S” pass and one principal pass in relevant subjects as per course specifications
Diploma in General Agriculture (Upgrading)	<ul style="list-style-type: none"> Students applying for Diploma in General Agriculture (Upgrading) should be holders of Certificate of Secondary Education Examination (CSEE) with four (4) passes in non-religious subjects including two (2) Passes in Biology, Chemistry, Physics/Engineering Sciences, Basic Mathematics, Nutrition, Agriculture Science and Geography; AND Possession of Technician Certificate (NTA Level 5) in General Agriculture
Ordinary Diploma in Agriculture Production	Students applying for Diploma course in Agriculture Production should be the holders of Advanced Certificate of Secondary Education Examination (ACSEE) with one (1) principle pass and one (1) subsidiary pass in Biology, Chemistry, Physics, Advanced Mathematics, Agriculture Science and Geography.

4. Certificate of Secondary Education Examination (CSEE) *(Tick if you have attended)*

Name of School

Index number, Year Completed and Division

Subject	Grade	Subject	Grade	Subject	Grade

5. Advanced Certificate of Secondary Education Examination (ACSEE) (Tick if you have attended)

Name of School

Index number, Year Completed and Division

Subject	Grade	Subject	Grade	Subject	Grade

7. TRACDI Fee for 2020/2021



Item	Community Development		Agriculture production		General Agriculture
	Certificate	Diploma	Certificate	Diploma	Diploma (Upgrading)
Tuition Fee	950,000	950,000	950,000	950,000	950,000
Accommodation	-	-	-	-	-
Library Fee	30,000	30,000	30,000	30,000	30,000
Student Identity Card	5,000	5,000	5,000	5,000	5,000
Examination Fee	15,000	15,000	15,000	15,000	15,000
Nacte Admission Fee	20,000	20,000	20,000	20,000	20,000
Institute Development Fee	30,000	30,000	30,000	30,000	30,000
Application Fee	10,000	10,000	10,000	10,000	10,000
Registration Fee	5,000	5,000	5,000	5,000	5,000
NACTE Quality Assurance Fee	15,000	15,000	15,000	15,000	15,000
Student Organization Fee	5,000	5,000	5,000	5,000	5,000
Practical Fee	-	-	100,000	100,000	100,000
Emergence Medical Fee	25,000	25,000	25,000	25,000	25,000
Total	1,110,000	1,110,000	1,210,000	1,210,000	1,210,000

Note: Accommodation is free for all students.

Strictly no Cash payment is allowed to anybody, TRACDI will not be responsible for such Cash payment for whatever the reason you will tell.

Pay in respective banks only

- Students should come with a mattress of 2¹/₂ x 6 ft (**Futi mbili na nusu upana kwa futi sita urefu**)

1 TERMS OF PAYMENTS

All payments indicated above in (part 7) should be made through

- **CRDB bank TRACDI Account No.0150221739000**
- **NMB bank TRACDI Account No.52010009005**
- **TPB bank TRACDI Account No.223207000001**
- **Student Organization Fee should be made through CRDB bank TRACDISO Account No. 0152219156100**

2. NACTE ADMISSION FEE

After all the procedures of application, the applicant is required to make payments of **Tsh 20,000/=** as NACTE Admission Fee through **TPB bank** by using **M-pesa, Tigo pesa** and **Airtel Money**. Instruction for payments (Maelekezo ya jinsi ya kulipa)

M-PESA

- 1. Piga*150*00#**
- 2. Chagua namba 4.weka namba ya kampuni**
- 3. Weka namba ya kampuni 700500**
- 4. Weka namba ya kumbu kumbu9990769120050**
- 5. Weka kiasi (20,400)**
- 6. Weka namba ya siri*******
- 7. Bonyeza 1 kuthibitisha**

Mitandao mingine fanya malipo kwa kufuata mfano hapo juu kulingana na kampuni ya mtandao unaotumia au lipa katika akaunti za benki zilizo rodheshwa hapo juu.

2 Declaration by the applicant

I, hereby certify that the information given in this application form is correct and accurate for the best of my knowledge.

Signature of applicant

Date

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TRACDI IS LOCATED AT NZUGUNI WARD ABOUT 2 KM FROM NZUGUNI BUS STATION