



TANZANIA RESEARCH AND CAREER DEVELOPMENT INSTITUTE (TRACDI)
P.O BOX 11077, DODOMA – TANZANIA
Website:www.tracdi.ac.tz **Mobile Phones:** +255 (0687-639867)
Email:admission@tracdi.ac.tz +255 (0682-373194)

Affix Your
Current
Photo Here

APPLICATION FORM FOR CERTIFICATE AND DIPLOMA COURSE FOR 2025/2026

Instruction: Fill the form with your names as they appear from your academic certificates i.e. Certificate, NVA III, and CSEE, ACSEE or equivalent qualifications. A dully 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 Secondary School			
Name of primary School				
Next of Kin information				
Parent/Guardian Full Name	Mobile Number	Relationship		
Region	Citizenship	Home Address		

1. Date of Submission

Application forms submission commences on 15th, May 2025 and classes for the Academic Year 2025/2026 start on 15th October, 2025.

2. Proposed Course

No.	Name of course	(Put"√")	Duration
1.	Basic Technician Certificate in Community Development		1 year
2.	Basic Technician Certificate in Animal Healthy and Production		1 year
3.	Basic Technician Certificate in General Agriculture Production		1 year
5.	Technician Certificate in Animal Healthy and Production		1 year
6.	Technician Certificate in Community Development		1 year
7.	Technician Certificate in General Agriculture Production		1 year
8.	Ordinary Diploma in Animal Healthy and Production		1 year
9.	Ordinary Diploma in Agriculture Production		1 year
10.	Ordinary Diploma in Community Development		1 year

3. Advanced Certificate of Secondary Education Examination (ACSEE)

Name of School			
Index number		Year Completed	Division

4. Equivalent level attained at an Institute (E.g. Certificate, NVA etc.)

Name of Institute			
Student Reg. Number		Class/Level attained	

5. 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
Basic 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.
Basic Technician Certificate in Animal Health	<ul style="list-style-type: none"> Holders of Certificate of Secondary Education Examination (CSEE) with four (4) passes in non-religious subjects including two (2) “D” Passes in Biology, Chemistry, Physics/Engineering Sciences, Basic Mathematics, Agriculture Science and Geography; OR Possession of National Vocation Award (NVA) Level III or Trade Test Grade I in Animal Health and Possession of Certificate of Secondary Education Examination (CSEE).
Ordinary 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
Ordinary Diploma in Animal Health and Production	<ul style="list-style-type: none"> 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, Agriculture Science and Geography; AND Holder of Technician Certificate (NTA Level 5) in Animal Production 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
Ordinary Diploma in Agriculture Production	<ul style="list-style-type: none"> 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. Or holder of certificate of General Agriculture or Agriculture Production

6. TRACDI Fee for 2025/2026

Item	Community Development		Agriculture Production		Animal Healthy and production	
	Certificate	Diploma	Certificate	Diploma	Certificate	Diploma
Tuition Fee	800,000	800,000	980,000	980,000	980,000	980,000
Library Fee	30,000	30,000	30,000	30,000	30,000	30,000
Student Identity Card	5,000	5,000	5,000	5,000	5,000	5,000
Examination Fee	15,000	15,000	15,000	15,000	15,000	15,000
NACTE Admission Fee	20,000	20,000	20,000	20,000	20,000	20,000
Application Fee	10,000	10,000	10,000	10,000	10,000	10,000
Registration Fee	5,000	5,000	5,000	5,000	5,000	5,000
NACTE Quality Assurance Fee	20,000	20,000	20,000	20,000	20,000	20,000
Student Organization Fee	5,000	5,000	5,000	5,000	5,000	5,000
Practical Fee	-	-	100,000	100,000	100,000	100,000
Emergence Medical Fee	25,000	25,000	25,000	25,000	25,000	25,000
Total	935,000	935,000	1,215,000	1,215,000	1,215,000	1,215,000

***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

7. TERMS OF PAYMENTS: All payments indicated above in (part 6) should be made through

- **CRDB bank TRACDI Account No.0150221739000**
- **NMB bank TRACDI Account No.52010009005**
- **Student Organization Fee 5000/= should be made through CRDB bank TRACDISO Account No. 0152219156100**

After all the procedures of application, the applicant is required to make payments of Tsh20, 000/= as NACTE Registration fee this payment should be made through mentioned Bank account the pay in slip should be accompanied with this Application form.

8.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

.....

.....

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