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# TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

## REGISTRATION FORM-2022/2023

### PART 1: (TO BE COMPLETED BY STUDENT IN OWN HANDWRITING)

1. (I) FIRST NAME: .....  
(ii) MIDDLE NAMES: ..... (iii) SURNAME: .....
2. SEX: ..... 3. DATE OF BIRTH: ..... TEL.....
4. NATIONALITY: ..... 5. MARITAL STATUS:.....
6. COURSE ADMITTED TO: .....
7. ACADEMIC QUALIFICATION: .....8. DATE ACQUIRED: .....  
FORM IV INDEX NO..... YEAR COMPLETED.....  
AVN FOR DIPLOMA HOLDER..... NACTVET CODE FOR CERTIFICATE.....
9. NEXT OF KIN (PARENT/**GUARDIAN**/P/**SPONSOR**): .....  
ADDRESS: .....  
RELATIONSHIP: .....  
.....
10. IN SERVICE STUDENT (**EMPLOYEES ONLY**)  
(i) NAME AND ADDRESS OF EMPLOYER .....  
.....  
(ii) SINCE (Year) .....  
(iii) NAME AND ADDRESS OF PRESENT STATION OF WORK: .....  
(iv) POSITION/TITLE: .....  
VI. ADDRESS.....

### PART II: DECLARATION BY STUDENT:

I CERTIFY THAT THE INFORMATION GIVEN IN PART I OF THIS FORM IS TRUE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I THEREFORE UNDERTAKE TO:

- (A) CARRY OUT SUCH INSTRUCTION AND ABIDE BY SUCH RULES AND CONDITIONS AS AND MAY BE STIPULATED BY THE INSTITUTION IN RESPECT OF TRAINING.
- (B) FOLLOW THE COURSE OF STUDY OR TRAINING AND ABIDE BY RULES AND CONDITIONS LAID DOWN BY THE INSTITUTION
- (C) SUBMIT ANY PROGRESS REPORT WHICH MAY BE PRESCRIBED
- (D) VACATE SCHOOL PREMISES AT THE END OF MY COURSE OF STUDY, OR WHEN REQUIRED TO DO SO BY INSTITUTE'S AUTHORITY.

I ALSO FULLY UNDERSTAND AND AGREE THAT IF I FAIL TO ABIDE BY THE ABOVE CONDITIONS I WILL BE SUBSEQUENTLY DISCONTINUED FROM STUDIES.

**DATE:** ..... **SIGNATURE OF STUDENT**.....

**PART III: FOR OFFICIAL USE ONLY:**

- 1. COURSE: .....
- 2. GIVEN REGISTRATION NO.: ..... **DATE:**.....

**SIGNATURE OF ADMISSION OFFICER:**..... **DATE:** .....

**HOW DID YOU GET INFORMATION ABOUT TIA FOR THE FIRST TIME? TICK THE RELEVANT OPTION**

- i. Television ( )
- ii. Radio ( )
- iii. Newspapers ( )
- iv. Message/phone call ( )
- v. Joining letter from your secondary school ( )
- vi. Friends, relatives or neighbors ( )
- vii. TIA website ( )
- viii. Social media (Instagram, Facebook, twitter) ( )
- ix. Exhibitions ( saba saba, TCU exhibitions, Nanenane) ( )

**ATTACHMENTS- attach copies of**

- i. **Academic certificates**
- ii. **Birth certificate/ affidavit**
- iii. **Medical examination form**