



TANZANIA INSTITUTE OF ACCOUNTANCY (TIA)

The Office of Deputy Rector Academic, Research & Consultancy

**NOTICE OF INTENTION TO SUBMIT A THESIS/DISSERTATION AND
EXAMINATION ARRANGEMENTS***

SECTION A: TO BE COMPLETED BY THE CANDIDATE

- 1) Name in full:
- 2) Registration number:
- 3) Department:
- 4) Programme registered for:
- 5) Title of thesis/dissertation:.....
.....
.....
.....
- 6) Name(s) of Supervisor(s):.....
.....
.....
- 7) I hereby declare that I have completed my thesis/dissertation research, and intend to submit my thesis/dissertation within the coming one month.
Signature of Candidate..... Date:.....

SECTION B: TO BE COMPLETED BY SUPERVISOR(S)

- 8) I/We hereby confirm that the candidate is in the process of drafting his/her thesis/dissertation and I am/ we are of the opinion that she/he should be in a position to submit the thesis/dissertation within one month from now.
Signature of Supervisor:..... Date:.....
Signature of Supervisor:..... Date:.....

SECTION C: TO BE COMPLETED BY THE HEAD OF DEPARTMENT

After consultation with the supervisor(s) of the candidate, I propose that the following should be the considered for appointment as examiners for the candidate`s thesis/dissertation:

9) Potential External Examiners

Name:.....
 Affiliation:.....
 Postal Address:.....
 Telephone: Fax.....
 Email:
 Curriculum Vitae: Attached Not attached

10) Proposed Internal Examiners

Name:.....
 Affiliation:.....
 Postal Address:.....
 Telephone:Fax
 Email:
 Curriculum Vitae: Attached Not attached

SECTION D: TO BE FILLED FOR APPROVAL BY THE DRARC OFFICE

Please Tick

	The examination arrangements herewith are complete and are approved.
	The examination arrangements are not complete for the reasons stated below, and are hereby referred back to the Section/Institute Directorate

The following items are missing or incomplete:

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.....
.....
.....
.....

Signature:..... Date

**To be filled in triplicate one copies of this form MUST be returned to the
Director of Academic Affairs (DAA)**