ESRF/REPOA/ISS POST GRADUATE DIPLOMA IN POVERTY ANALYSIS

APPLICATION FOR ADMISSION - 2010/2011

Please fill in all items clearly and completely. Type or print in black ink. If you need more space, attach additional pages of the same size.

Look at the last page for required additional documentation.

The undersigned hereby applies for admission to the ESRF/REPOA/ISS Postgraduate Diploma course in Poverty Analysis

Starting Date: August 2010

1. Personal Data

Surname:	
First Name:	
Middle Name (If any):	
Postal address:	
Telephone (Mobile):	
Telephone (Office):	
Fax:	
E-mail:	
Sex:	
Marital Status:	
Place of Birth:	
Date of Birth:	
Nationality:	

2. Educational Record (starts with institution most recently attended and work backwards, including post-secondary and post-primary education)

Educational Institution	Location	Major Field of Study	Years attended (From – To)	Degree/Diploma Awarded

3. Relevance of Previous Activities for the Programme Please describe how your academic background, current job activities, and/or intended future activities fit with the objectives of this programme. In answering please include a brief statement of your motivation for applying.

If necessary, continue on separate page

4. Employment Record (if any)

Present or most recent post	
Employer:	
Address of Employer:	
Type of organization:	
Government	
Semi-government	
University	
Non-government	
Private	
Position held:	
From (month, year):	
To (month, year):	
Work Location:	
Frequency of work-related	
travelling?	
(often / occasionally / rarely)	

5. English Language Proficiency (Tick the option which applies to you)

	Very Good	Good	Basic
Spoken			
Written			

6. References

References are required from three people of academic or professional standing who are well acquainted with you, your work and your studies. Please indicate below the names and addresses of those from whom we can expect to receive your reference forms. All reference forms should be signed & officially stamped by your referee. (Please see Appendix A, B & C)

	Name	Address	Telephone	Email
1.				
2.				
3.				

You are kindly requested to ask your referees to send the enclosed reference form directly to:

The Programme Coordinator

Post Graduate Diploma Programme

Economic and Social Research Foundation (ESRF)

P.O. Box 31226 Dar es Salaam

E-mail: pqprogramme@esrf.or.tz or Fax: +255 22 2760062

7. Other Information Please give any information you think might be important for consideration by the Admission Board, e.g. other experiences in public affairs, relevant training, workshops, assignments etc. If necessary, continue on a separate page.				
 8. Support during study period Your employer is expected to provide you with support in terms of time allocation, access to ICT facilities during your studies. A letter by your employer stating this support is expected. 9. Signature I certify that the statements made by me in answer to the above questions are true, complete 				
and accurate to the best of my knowledge.				
Place				
Date				
Signature				

10. The completed form should be sent to:

The Programme Coordinator
Post Graduate Diploma Programme
Economic and Social Research Foundation (ESRF)
P. O. Box 31226
Dar es Salaam

E-mail: pqprogramme@esrf.or.tz or Fax: +255 22 2760062

It should be accompanied by the following:

- A Curriculum Vitae
- Certified copies of academic transcripts
- Certified copies of degrees and diplomas (From your University)
- A letter of employer's support (for studies and provision of time and ICT resources).
- Application letter for fellowship
- Reference forms from three referees

NOTE: Selection is carried out on a competitive basis. Incomplete applications cannot be placed before the Admission Board.

For further information on the Post Graduate Diploma Programme please refer to: http://www.esrf.or.tz/ma

APPENDIX A

ESRF/REPOA/ISS - POST GRADUATE DIPLOMA IN POVERTY ANALYSIS CONFIDENTIAL REFERENCE FORM (1ST REFEREE)

This letter of reference must be written by a person who is well acquainted with the applicant either academically and/or professionally. This form must be signed and officially stamped by the referee.

NAME OF APPLICANT:	COUNTRY:
NAME OF REFEREE:	
TITLE:	
INSTITUTION OR ORGANISATION:	
1. HOW LONG HAVE YOU KNOWN THE APPLICANT?	
2. IN WHAT CAPACITY HAVE YOU KNOWN THE APPLICANT? (Mark	one of the boxes below)
☐ Teacher or Professor ☐ Employer or Job Supervisor ☐ Resea	arch Adviser
3. PLEASE PROVIDE A CANDID EVALUATION OF THE APPLICAN TO PURSUE AND SUCCESSFULLY COMPLETE A PROGRAM O assessment will be given considerable importance by the admi application and should, therefore, be as complete and detailed	F STUDY IN THE PROPOSED FIELD. Your ssion's board reviewing this applicant's

continued on the following page if more space is required.

4. IN THIS RATING CHART, PLEASE EVALUATE THE APPLICANT IN COMPARISON WITH OTHER STUDENTS/EMPLOYEES WHOM YOU HAVE KNOWN DURING YOUR PROFESSIONAL CAREER.

	Excellent	Very Good	Average	Below Average
Intellectual ability				
Knowledge of Field				
Experience of field				
Work Habits				
Motivation to Pursue Post Graduate Study				
Resilience to finish a Distance Learning Course				
Seriousness of Purpose				
Potential for Significant Future Contribution in Field				
Resourcefulness and Initiative				
Emotional Maturity				
Adaptability to New Situations				
Leadership Qualities				
Potential for applying knowledge gained at work				
NAME (Print):		DATE:		
		5.K.L.		
The completed form should be directly sent to:				
The Programme Coordinator Post Graduate Diploma Programme Economic & Social Research Foundation 51 Uporoto Street, Ursino Estate P. O. Box 31226 Dar es Salaam E-mail: pgprogramme@esrf.or.tz Fax: +255 22 2760062				

APPENDIX B

ESRF/REPOA/ISS - POST GRADUATE DIPLOMA IN POVERTY ANALYSIS

CONFIDENTIAL REFERENCE FORM (2ND REFEREE)

This letter of reference must be written by a person who is well acquainted with the applicant either academically and/or professionally. This form must be signed and officially stamped by the referee.

NAME OF APPLICANT:	COUNTRY:
NAME OF REFEREE:	
TITLE:	
INSTITUTION OR ORGANISATION:	
1. HOW LONG HAVE YOU KNOWN THE APPLICANT?	
2. IN WHAT CAPACITY HAVE YOU KNOWN THE APPLICA	NT? (Mark one of the boxes below)
☐ Teacher or Professor ☐ Employer or Job Supervisor .	Research Adviser Other (Please Specify)
3. PLEASE PROVIDE A CANDID EVALUATION OF THE	APPLICANT'S PAST PERFORMANCE AND ABILITY
TO PURSUE AND SUCCESSFULLY COMPLETE A PR assessment will be given considerable importance by application and should, therefore, be as complete and continued on the following page if more space is requ	OGRAM OF STUDY IN THE PROPOSED FIELD. Your the admission's board reviewing this applicant's detailed as possible. Your comments should be

4. IN THIS RATING CHART, PLEASE EVALUATE THE APPLICANT IN COMPARISON WITH OTHER STUDENTS/EMPLOYEES WHOM YOU HAVE KNOWN DURING YOUR PROFESSIONAL CAREER.

	Excellent	Very Good	Average	Below Average
Intellectual ability				
Knowledge of Field				
Experience of field				
Work Habits				
Motivation to Pursue Post Graduate Study				
Resilience to finish a Distance Learning Course				
Seriousness of Purpose				
Potential for Significant Future Contribution in Field				
Resourcefulness and Initiative				
Emotional Maturity				
Adaptability to New Situations				
Leadership Qualities				
Potential for applying knowledge gained at work				
NAME:				
SIGNATURE:	<u>-</u>	DATE:		
The completed form should be directly sent to:				
The Programme Coordinator Post Graduate Diploma Programme Economic & Social Research Foundation 51 Uporoto Street, Ursino Estate P. O. Box 31226 Dar es Salaam E-mail: pgprogramme@esrf.or.tz Fax: +255 22 2760062				

APPENDIX C

ESRF/REPOA/ISS - POST GRADUATE DIPLOMA IN POVERTY ANALYSIS

CONFIDENTIAL REFERENCE FORM (3RD REFEREE)

This letter of reference must be written by a person who is well acquainted with the applicant either academically and/or professionally. This form must be signed and officially stamped by the referee.

NAME OF APPLICANT:	COUNTRY:
NAME OF REFEREE:	
TITLE:	
INSTITUTION OR ORGANISATION:	
1. HOW LONG HAVE YOU KNOWN THE APPLICANT?	
2. IN WHAT CAPACITY HAVE YOU KNOWN THE APPLIC	·
☐ Teacher or Professor ☐ Employer or Job Supervisor .	Research Adviser Other (Please Specify)
3. PLEASE PROVIDE A CANDID EVALUATION OF THE TO PURSUE AND SUCCESSFULLY COMPLETE A Plassessment will be given considerable importance application and should, therefore, be as complete a continued on the following page if more space is re-	ROGRAM OF STUDY IN THE PROPOSED FIELD. Your by the admission's board reviewing this applicant's nd detailed as possible. Your comments should be

4. IN THIS RATING CHART, PLEASE EVALUATE THE APPLICANT IN COMPARISON WITH OTHER STUDENTS/EMPLOYEES WHOM YOU HAVE KNOWN DURING YOUR PROFESSIONAL CAREER.

	Excellent	Very Good	Average	Below Average
Intellectual ability				
Knowledge of Field				
Experience of field				
Work Habits				
Motivation to Pursue Post Graduate Study				
Resilience to finish a Distance Learning Course				
Seriousness of Purpose				
Potential for Significant Future Contribution in Field				
Resourcefulness and Initiative				
Emotional Maturity				
Adaptability to New Situations				
Leadership Qualities				
Potential for applying knowledge gained at work				
NAME (Print):				
SIGNATURE:	·	DATE:		
The completed form should be directly sent to: The Programme Coordinator Post Graduate Diploma Programme Economic & Social Research Foundation 51 Uporoto Street, Ursino Estate P. O. Box 31226 Dar es Salaam E-mail: pgprogramme@esrf.or.tz Fax: +255 22 2760062				

Confidential Letter of Reference