

**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 |
|-------------------------|----------|----------------------|----------------------------|------------------------|
| | | | | |
| | | | | |
| | | | | |

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: pgprogramme@esrf.or.tz or Fax: +255 22 2760062

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: pgprogramme@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 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 PROGRAM OF STUDY IN THE PROPOSED FIELD. Your assessment will be given considerable importance by the admission's board reviewing this applicant's application and should, therefore, be as complete and detailed as possible. Your comments should be 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 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Knowledge of Field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Experience of field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Work Habits | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motivation to Pursue Post Graduate Study | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resilience to finish a Distance Learning Course | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Seriousness of Purpose | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential for Significant Future Contribution in Field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resourcefulness and Initiative | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emotional Maturity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Adaptability to New Situations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leadership Qualities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential for applying knowledge gained at work | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

NAME (Print): _____.

SIGNATURE: _____.

DATE: _____

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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 APPLICANT? (Mark one of the boxes below)

- Teacher or Professor Employer or Job Supervisor Research Adviser Other (Please Specify)

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| | Excellent | Very Good | Average | Below Average |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Intellectual ability | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Knowledge of Field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Experience of field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Work Habits | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motivation to Pursue Post Graduate Study | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resilience to finish a Distance Learning Course | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Seriousness of Purpose | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential for Significant Future Contribution in Field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resourcefulness and Initiative | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emotional Maturity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Adaptability to New Situations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leadership Qualities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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SIGNATURE: _____.

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APPENDIX C

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CONFIDENTIAL REFERENCE FORM (3RD REFEREE)

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| | |
|--------------------------|----------------|
| NAME OF APPLICANT: _____ | COUNTRY: _____ |
|--------------------------|----------------|

NAME OF REFEREE: _____

TITLE: _____

INSTITUTION OR ORGANISATION: _____

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| | Excellent | Very Good | Average | Below Average |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Intellectual ability | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Knowledge of Field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Experience of field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Work Habits | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motivation to Pursue Post Graduate Study | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resilience to finish a Distance Learning Course | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Seriousness of Purpose | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential for Significant Future Contribution in Field | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resourcefulness and Initiative | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emotional Maturity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Adaptability to New Situations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leadership Qualities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Potential for applying knowledge gained at work | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

NAME (Print): _____.

SIGNATURE: _____.

DATE: _____

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