



# TRIPLE J INSTITUTE OF SOCIAL STUDIES (TJIS)

## REGISTERED BY NACTE: REG/BTP/086P

P.O. Box 16228, Arusha - Tanzania,  
Website: [www.tjis.ac.tz](http://www.tjis.ac.tz). Email: [triplejcollege2017@gmail.com](mailto:triplejcollege2017@gmail.com)  
Tel/ Mob: +255 755 476034 / 0754 035602 / 0655476034

### Application for Admission into various courses for the academic year 2020/2021

Please answer each question clearly and completely. Type or print in black ink. If you need more space, attach additional pages of the same size. **PLEASE ATTACH ONE PASSPORT PHOTOGRAPH ON THE FRONT PAGE OF THIS APPLICATION FORM and a non refundable fee of Tsh 20,000/=**

The undersigned hereby applies for admission to the Triple j institute of social studies for:

- a) Certificate Programme in: ..... Year: .....  
b) Diploma Programme in ..... Year .....

#### 1. Personal Data

**Last Name(s)** (as in your passport).....

**First Name(s)** (as in your passport). ....

Postal address: Private (residential) address: .....

.....

Telephone: .....

Tele/fax.....

E-mail (If any): .....

Place of Birth: ..... Date of Birth (dd mm, yyyy).....

Nationality: ..... Nationality at Birth: .....

Male \_\_\_Female \_\_\_ (Put tick where applicable)

Persons to be notified in case of emergency (Name, address, telephone, relationship) (Provide two names)

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

## 2. Educational Record (starting with the most recent)

Country	From - To	Educational Institution	Education level completed	Year completed

## 3. Proposed Study Programme

*Why do you want to pursue this programme?*

.....

.....

.....

## 4. Employment Record

*A. Present or most recent post*

Employer:

.....

.....

Address of Employer: .....

Type of organization: Government/University/NGO/Private/International (Tick where appropriate)

Position held: ..... from ..... (Year): to:

Location of posting: .....

Description of your work, indicating personal responsibilities:

.....

.....

.....

## 5. Language Proficiency

Mother tongue:

.....

Language(s) used as medium of instruction in secondary school:

.....

Language(s) used as medium of instruction in other training institutions you have attended:

.....

Other language(s) of which you have a working knowledge:

.....

**In order for your application to be processed non-native English speakers must add a certified statement from a recognized authority concerning your proficiency in English.**

## **6. References**

References are required from persons of high 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 these letters. For a Diploma programme two references is the minimum.

Names: Addresses:

1.....  
.....  
2.....  
.....

## **7. Financial support during study period**

The Institute has no scholarships available. You are, therefore, strongly advised to search for Other sources of funding for your studies. Please indicate where or who will finance your studies at TJIS  
.....

## **8. Other Information**

Please give any information you think might be important for consideration by the Selection Committee, e.g. other experiences in public affairs, relevant travel abroad.  
.....  
.....

To help us with our promotion activities, we are interested to learn how you were informed about the Triple Institute of Social Studies (TJIS)

Please indicate if this was through:

- i) Posters
- ii) Newspapers (which one) .....
- iii) Radio adverts (Radio Sauti ya Injili, Safina Radio, Radio One, Radio Free Africa, Radio Clouds FM etc)  
.....
- iv) Television (ITV, Star TV, TBC1, Channel Ten, TRINETY NETWORK, AGAPE TV etc)  
.....
- v) Others (please specify) .....

## **9. Signature**

I certify that the statements made by me to answer the above questions are true, complete and accurate to the best of my knowledge.

\_\_\_\_\_  
(Place) (Date)

\_\_\_\_\_  
(Signature)

**INVITATION FOR APPLICATIONS FOR ADMISSIONS TO VARIOUS  
CERTIFICATE AND DIPLOMA PROGRAMMES FOR THE 2025/2026 ACADEMIC YEAR**

**The Triple J Institute of Social Studies** invites applications from qualified Tanzanian and non-Tanzanian candidates for admissions to the new Certificate and Diploma programmes for the academic year **2025/2026**. September Intake.

- Certificate in Videotaping and Editing Techniques and Film Making (Three & Six Months)
- Certificate in Community Development (NTA level 4)
- Certificate in Gender and development (NTA level 4)
- Certificate in Basic Electronics Course (Six Months and One year)
- Certificate in tour guide and tour operation (One year)
- Certificate in Business Operations (One year)
- Certificate in Hotel Management (One year)
- Certificate in events decoration (Six months)
- Certificate in Computer Maintenance and Graphics designs (one Year)
- Technician Certificate in Community Development (NTA level 5)
- Ordinary Diploma in Community Development (NTA level 6)

**2.0 ADMISSION REQUIREMENTS**

The student's admission requirements are based on the following conditions:

**Category A.**

Applicants eligible for direct admission to a Basic Technician Certificate into any program must have completed:-

- a) A certificate of Secondary Education Examination (CSEE) with credit passes in four or more in non religious subjects.
- b) A person who have completed NVA level III or a basic certificate of a course of interest or any other course will be eligible for admission into these programs me.

**Category B.**

Applicants eligible for admission into any Diploma Programmes must have completed

- a) An advanced Certificate of Secondary Education Examination (ACSEE) with at least one Principal level pass and two subsidiaries from any subject.
- b) Have completed a form four with at least four credits in any subject and have attended a Basic Technician certificate course in community development or in any related field such as Rural Development, Education, Social work etc.

**3.0 DURATION OF THE PROGRAMMES**

- A) The certificate programmes shall be of a minimum of two semesters or one academic year.
- B) The diploma programmes shall be of a minimum of four semesters or two academic years.

**MODE OF APPLICATION**

For those who will be interested to join our Institute, the application forms are available at the Institute or they may visit our Website: [www.tjis.ac.tz](http://www.tjis.ac.tz) under the heading application process. After filling the application form the applicant may pay the application fee to any Branch of CRDB BANK: and have to attach the Bank slip deposit. Account Name: **TRIPLE J INSTITUTE OF SOCIAL**: Account number: **015C001HG2N00**. Deadline for application is 28<sup>th</sup> February and 25<sup>th</sup> of September each academic year.

The application form should be sent to us through the following address;

**The Principal**  
**TRIPLE J INSTITUTE OF SOCIAL STUDIES (TJIS)**  
**P.o.Box 16228**  
**Arusha – Tanzania**