PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD

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(Established under the Act of Parliament No. 23 of 2007)

Affix 2 Photo here

APPLICATION FOR CANDIDACY AND EXAMINATION REGISTRATION (BASIC AND FOUNDATION STAGES)

	lame		Middle name if any _		Sur	name		
Gender: Please tick	(\checkmark) in t	he appropriate	box: Male	Fema	le			
			locuments. Postal address: P					
	-	•	E-Mail:					
			Place of Birth:					
•	Nationality:							
			_					
	_		(se	_		eaf)		
	-		or Novembe		· · · · · · · · · · · · · · · · · · ·			
			(see the list in	part C (vii) ove	rleaf)		
Education/Profession	onal Qua	lifications: (Sc	chool/college completed).					
	Institution		Qualifications	Dat	tes			
S/N I				From	To	Award		
1					-			
2								
3								
4								
Examination subject	jects/stages requested (To be filed by both new and continuing candidates)							
E	Subject			Insert 'E'				
Examination stage	code no	Subject name			for subjects to be	to be attempted P/M or P/N		
	110				exempted.	for previous passe		
BASIC	B1	BASIC STORE-KEEPING			1			
STAGE I	B2	BASIC COMMERCIAL ARITHMETIC						
	В3	PRINCIPLES OF BOOK-KEEPING						
BASIC STAGE II	B4	BASIC PROCUREMENT						
STAGETI	B5		RSHIP AND COMMERCIAL KNOWN					
FOUNDATION	B6 F1	BASIC COMMUNICATION SKILLS PROCUREMENT PRINCIPLES						
STAGE I	F2	BUSINESS COMMUNICATION SKILLS						
	F3		HEMATICS AND STATISTICS					
	F4	INFORMATION	COMMUNICATION TECHNOLOGY					
FOUNDATION	F5	PRINCIPLES OF STOREHOUSE ADMINISTRATION						
STAGE II	F6	FINANCIAL AND COST ACCOUNTING						
	F7	INTRODUCTION TO ENTREPRENEURSHIP						
	F8	PRINCIPLES OF FREIGHT FORWADING				<u> </u>		
			ard's Registration Regulation			rmation supplied		
by me will invalidat	te my ap	plication. (Pro	vide your signature inside the	space indicate	d below).			
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I			i					
•			I	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	•••••		
				Date of A	nnlication			

		Registered tuition provider declaration certify that the above candidate has completed his/her minimum							
preparation fo	or above o	examination at this center and is adequa	ately prepared to sit for the examination paper(s)						
			Coordinator Date and Official Stamp						
SECTION C	: INS	INSTRUCTIONS							
(i)		In filling this form use BLOCK LETTERS and write your names in full starting with your first name in the							
		e provided in (1) above.							
(ii)		Attach two (2) colored identical passport size photographs taken recently with your names written on the back of each one.							
(iii)	and	For new applicants who are sitting for the first time attach with this entry form copies of relevant academic and professional certificates certified by lawyers/advocates or public Notary . Don't post Original Transcript and Certificates.							
(iv)		No change for examination Centre will be accepted three weeks prior to commencement of Board's examinations. Any change if allowed must be supported by written permission from Executive Director.							
(v)	Atter of R	Attending review classes to a registered review center is COMPULSORY. This Form be signed by coordinator of Registered Review Center/ Tuition Provider and stamped with training institution's official stamp, otherwise will not be processed.							
(vi)	Inco cente	Incomplete forms or these unsupported by relevant documents or forms not signed by approved review centers including FORMS with INSUFFICIENT candidacy and examination entry fees will not be processed.							
(vii)	Curr	Currently available examination centers are: Arusha, Dar es salaam, Dodoma, Mbeya, Moshi, Mwanza, Tanga, Zanzibar, and Mtwara.							
(viii) For	For payment process please call 0737157312 during office working hours from 8:00 am to 4:00 pm to obtain Control Number . No cash is accepted at PSPTB offices.							
(ix)		Control Number Used							
(x)	Can	Candidacy and examination entry Registration DEADLINES for the May and November Examination Session are 15 th March and 15 th September Respectively.							
(xi)		Penalty fees will be charged for Candidacy and Examination entry registration applications received after the deadline as indicated below:							
	SN		NOVEMBER EXAMINATION SESSION	PENALTY FEE					
	1	16 ^{th March} – 31 st March	16 th September – 30 th September	50%					
			1 st March or 30 th September under any circum						
(xii)		No candidacy or examination entry fee paid for respective examination session is either transferable or							
(:)		refundable.							
(ix)	All exemptions requested should be approved by Board's appropriate authorities. Qualifications used								
(x)		for seeking exemptions shall not be more than ten (10) years old since acquired. By filling and returning this form to PSPTB, it is confirmation that you shall comply with all terms							
(A)		provided herein, and also to all conditions as stipulated in the syllabus and examination bylaws.							
(xi)			rusha - PAC, CCA; Dar es salaam - CBE,						
()	Kibwana PBS, KPS, KitengaTC, NaTek; Dodoma - CBE, KPS; TIA; Moshi - DPC; Tanga - St Joseph								
		ege, Log Matrix. Mwanza - KPS, and	SAUT. Mtwara - TIA; Morogoro – PEGO Busi R OFFICIAL USE ONLY:						
SECTION D	EXA	MINATION ELIGIBILITY AND E							
(i)	Candidat	e's documents checked by: (Examination	on Officer's)						
		ame							
(11)		1 1 2							
			ureDate:						
(iii)	-		llowing reasons						
			Date						
			mount received TZS Date received						