



## QUALIFICATION ADDITION FORM-2020

Student Number.....

Student Names (Full first names).....

Student Surname ..... | CellPhone Number.....

e-mail:.....

I wish to attend the graduation ceremony YES / NO

I have passed all the subjects required for a qualification(s) that has not been listed yet. YES / NO

- 1) Attach academic records/portal print outs confirming you have all the required marks (Note all levels required from Certificate/Year 1 upwards).
- 2) Attach a certified copy of your ID or Passport and your marriage certificate if appropriate.
- 3) If you have received some exemptions, please attach your exemption letter.

In the Table below, indicate the qualification(s) to be added to the graduation/printing list

Qualification level not listed	X	Field of Study	X
Certificate		Business Administration	
Higher Certificate		Business Information Systems / IT	
Higher Diploma		Software Development	
Diploma		Digital Communication Technology	
Bachelor Degree		Education	
Honours Degree		Finance Management	
Postgraduate Diploma		HIV/AIDS Management	
Master		Human Resource Management	
Doctorate		Marketing Management	
		Nursing	
		Travel, Tourism and Hospitality/events Management	
		Public Policy and Management	
		International Relations, Diplomacy and Man.	

Year when the qualification was completed (when the last subject was passed):.....

Student Signature .....

Date.....

**For Official Use Only**

Acad Cleared and Listed	Yes / No	Name	Sign.	Date
Qualification(s) on new List	Yes / No	Name	Sign.	Date
Student Notified	Yes / No	Name	Sign.	Date