



QUALIFICATION ADDITION FORM-2024

Student Number.....

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

Student Surname | CellPhone Number.....

e-mail:.....

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

- Attach the following Document(s):

(1) Certified Copy of ID/Passport/ Marriage Certificate,

(2) Certified copy of IUM academic record for **2013 marks and all earlier years** (If applicable)

Note: Students whose first registration in IUM was in 2014 and later need not to attach the transcript.

(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 / DCT	
Higher Diploma		Software Development	
Diploma		Education	
Bachelor Degree		Finance Management	
Honours Degree		HIV/AIDS Management	
Postgraduate Diploma		Health and Wellness Studies	
Master		Human Resource Management	
Doctorate		Marketing Management	
		Nursing	
		Travel, Tourism and Hospitality/Events Management	
		Public Policy and Management	
		International Relations, Diplomacy and Man.	
		Other -Specify:	

- If multiple qualification certificates are being requested, both must be clearly indicated in the table above

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

Student Signature

Date.....

For Official Use Only

Academically Clear	Yes / No	Name	Sign.	Date
Qualification(s) added on new List	Yes / No	Name	Sign.	Date
Annual Result and Dates entered on ITS	Yes / No	Name	Sign.	Date