



## BANK OF TANZANIA ACADEMY

### STUDENT CLEARANCE FORM

#### PART A: STUDENT'S PARTICULAR

Full Name: \_\_\_\_\_

Programme: \_\_\_\_\_

Reg. Number: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Mobile: \_\_\_\_\_

**Submitted by:** Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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#### PART B: LIBRARY

I certify that Mr/Ms. \_\_\_\_\_

Returned all the books study material borrowed from the library.

Not returned the following books:

Serial No.	Title	Author
1.	_____	_____
2.	_____	_____
3.	_____	_____

Librarian Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**PART C: STUDENTS SERVICES**

I certify that Mr/Ms: \_\_\_\_\_

Returned all accountable items loaned to him/her.

Not returned the following item(s) loaned to him/her (please specify):

**Items:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Programmes Coordinators: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**PART D: ACCOUNTS DEPARTMENT**

I certify that Mr/Ms: \_\_\_\_\_

Does not owe the Institute any amount of money.

Owes the Institute a sum of TZS. \_\_\_\_\_

**Being:**

1. \_\_\_\_\_

2. \_\_\_\_\_

Accountant: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**PART E: FINAL CLEARANCE**

Based on the above clearance details and to the best of my knowledge and belief:

I am satisfied that the clearance for the above-named student has been fulfilled and the Registration details are correct.

I am not satisfied with the clearance status of the above-named student with the given Registration details. He/She has not fulfilled all clearance requirements in the areas outlined below:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

MACP: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**MANAGER ACADEMIC PROGRAMMES DEPARTMENT (MACP)**

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**Forms in duplicate:**  
One copy - Student  
One copy - MACP