



**INSTITUTE OF SUSTAINABLE PROJECT PLANNING MONITORING AND EVALUATION**

ADMISSION APPLICATION 20.....

**RETURN THE FORM BY A REGISTERED EMAIL/PERSONALLY**

Professional Certificate <input type="checkbox"/>	Diploma <input type="checkbox"/>	Postgraduate Diploma <input type="checkbox"/>
--	-------------------------------------	--

TITLE: MR/MRS/MS/DR/MISS/REV/SR/ .....

SURNAME: .....

FORENAMES: .....

NATIONAL ID NO.: ..... PASSPORT NO.: .....

MARITAL STATUS: ..... SEX: .....

NATIONALITY: .....

COUNTRY OF PERMANENT RESIDENCE: .....

DATE OF BIRTH: (D-M-Y): ..... PLACE OF BIRTH: .....

CONTACT ADDRESS: .....

TELEPHONE NUMBER: (Include country & area code) HOME: .....

CONTACT NUMBER: .....

E-MAIL: ..... FAX: .....

**N.B:** *All correspondence will be forwarded to the above address.*

PROSPECTIVE SPONSORS (e.g self or any other organisation) .....

ARE YOU A MEMBER OF ISPPME: YES  NO

**FOR OFFICE USE ONLY**

REGISTRATION NO: .....

RECEIPT NO: .....

**1. COURSE CHOICES**

PREFERENCES: COURSE

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

**2. TYPE OF ENTRY (tick where appropriate)**

Normal  Special  Occasional  Repeat

**3. SCHOOL EXAMINATIONS FOR WHICH RESULTS ARE KNOWN INDICATE 5 'O' LEVEL, 'A' LEVEL OR ENTRY REQUIREMENTS SUBJECTS INCLUDING ENGLISH.**

YEAR	EXAM BOARD e.g. Zimsec, Cambridge	SUBJECT	RESULT/GRADE

**Indicate 'A' Level Subjects**

YEAR	EXAM BOARD	SUBJECT	RESULT/GRADE

**4. UNIVERSITIES/COLLEGES ATTENDED. (Name, Qualifications, Year)**

.....  
.....

**5. WORK EXPERIENCE / EMPLOYMENT. (Indicate Period, Occupation and Employer's address)**

.....  
.....

**6. NAMES, ADDRESSES AND CONTACT DETAILS OF TWO REFEREES**

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

.....  
.....

**Phone/Email..... Phone/Email.....**

*I declare that the information I have given is correct, and that should it be found to be false my application will be disqualified and I will face legal action.*

**N.B: BEFORE YOU SIGN AND DATE THIS FORM, PLEASE CHECK THAT YOU HAVE COMPLETED EACH SECTION AND THAT THE INFORMATION IS CORRECT.**

**APPLICANT'S SIGNATURE:** ..... **DATE:** ...../...../.....

**7. How did you know about the Institute of Sustainable Project Planning Monitoring and Evaluation?**

Google  Website  Vacancy Mail  Zimbabwe jobs  WhatsApp   
Facebook  Twitter  Instagram  LinkedIn  Other .....

**8. Do you allow the Institute to use any media you will have provided us such as profile pictures and any other media? Tick where appropriate.**

Yes  No

**9. NOTES TO ALL APPLICANTS**

**9.1** All applicants must complete all sections of the application form carefully and legibly. If the Institute discovers that any information submitted by the applicant is false, the Institute will reject that application and may refer the matter for legal action.

**9.2 Bank Details**

<b>Local Students</b>	<b>Application Fee: 10USD</b>
Steward Bank Gweru Branch	- 1036970401
CBZ Gweru Branch	- 01826043000021

## International Students

Visa/MasterCard

Application Fee: 20USD

<https://paynow.co.zw/isppme>

**9.3** Applicant should submit this form to: - The Admission Office, 211 Philip Road, Brakenhurst, Ridgemont, Gweru Zimbabwe or Email: [info@isppme.com](mailto:info@isppme.com)

**9.4 Certified copies of birth certificate, national identity document and educational certificates must accompany this application form. \*NB\* Do not attach original documents/certificates.**

- a) Applicants must give careful thought to their choice of programme level in relation to the entry requirement for that programme and their own subject passes.
- b) It is also important for applicants to understand that admission will be made, as far as possible, in accordance with the course preference made by the applicant. Therefore, first preference should be what the candidate genuinely wants to pursue.
- c) Applicants who are in doubt regarding the selection of preference should seek advice from the Admissions Office before completing the forms.

## **GENERAL ENTRY REQUIREMENTS**

For admission to this course at ISPPME

- a) Applicants should possess a candidate must have 5 'O' Level subjects including English Language at grade C or better in the ZIMSEC / Cambridge Local Examination or equivalent.
- b) A certificate, diploma and or degree in a relevant field will be an added advantage.
- c) Work experience in a relevant field will be an added advantage.

## **DURATION OF STUDY**

1. Professional Certificate is 6 months
2. Diploma is 12 months
3. Postgraduate Diploma is 12 months

## **PROGRAMS AND ENTRY REQUIREMENTS**

### **1. Duration of the Certificate Program**

The normal duration of the Certificate in Sustainable Project Management, Monitoring and Evaluation shall be 6 months.

## **Entry Requirements**

- a) Applicants should possess a candidate must have 5 ‘O’ Level subjects including English Language at grade C or better in the ZIMSEC / Cambridge Local Examination or equivalent.
- b) A certificate, diploma and or degree in a relevant field will be an added advantage.
- c) Work experience in a relevant field will be an added advantage

### **2. Duration of the Diploma Program**

The normal duration of the Diploma in Sustainable Project Management, Monitoring and Evaluation shall be 12 months.

## **Entry Requirements**

- a) A certificate in project management, monitoring and evaluation or equivalent
- b) Applicants should possess at least 5 Ordinary level subjects including English Language and or “A” level.
- c) Diploma and or degree in a relevant field will be an added advantage.
- d) Work experience in a relevant field will be an added advantage.

### **3. Duration of the Post-graduate diploma**

The normal duration of the Post- Graduate Diploma in Sustainable Project Management, Monitoring and Evaluation shall be 12 months.

## **Entry Requirements**

- a) Applicant should have a good degree in a relevant field
- b) Applicants should possess Ordinary level English Language.
- c) Work experience in a relevant field will be an added advantage.