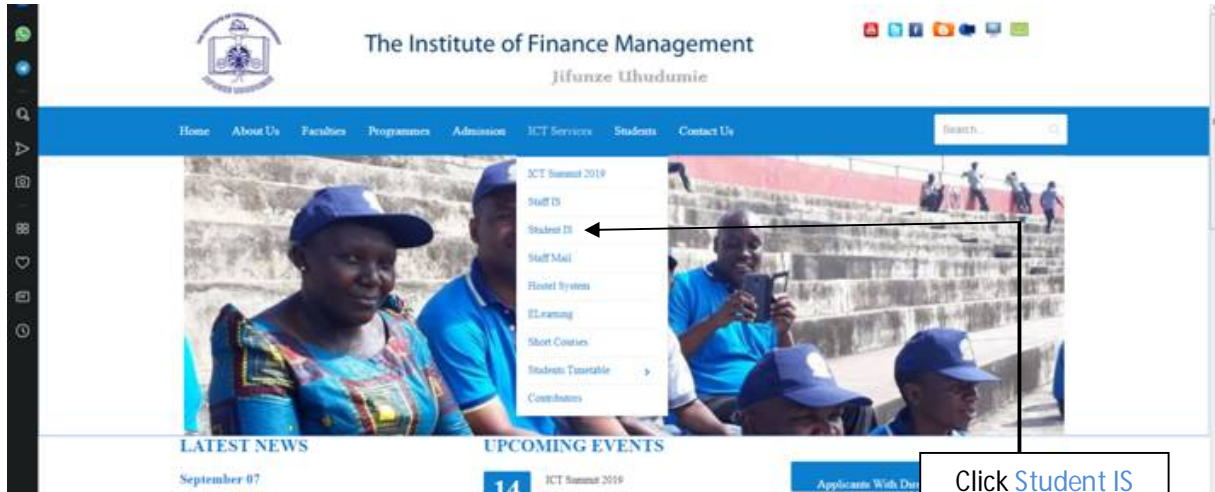


# GUIDELINE TOWARDS, STEP-BY-STEP REGISTRATION

1. Go to [www.ifm.ac.tz](http://www.ifm.ac.tz)

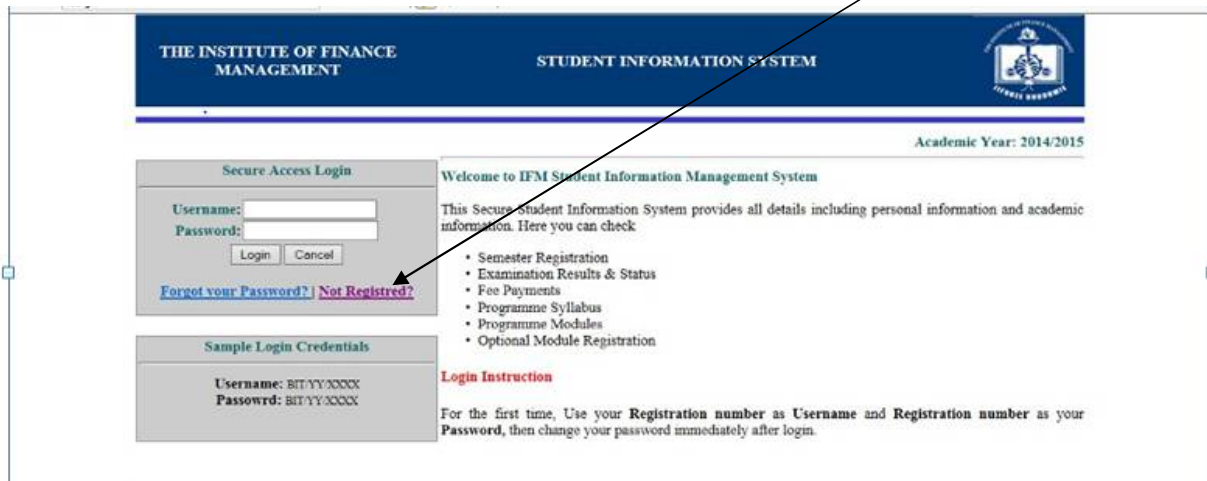
The following window will appear, then **Click Students** (see the Arrow)

**Student IS**



2. After Clicking **Student IS** the following window will appear, and Click

**Not Registered?**



CHUO CHA USIMAMIZI WA FEDHA  
THE INSTITUTE OF FINANCE MANAGEMENT



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FAX: +255-22-2112935  
EMAIL [rector@ifm.ac.tz](mailto:rector@ifm.ac.tz)  
Website <http://www.ifm.ac.tz>  
11101DAR ES SALAAM  
TANZANIA

REF.NO.IFM/ADM/2015/2016/UPA01639

Date: 20<sup>TH</sup> JULY, 2015.

Dear, **CHONYA, CHILONUA**

RE: **PROVISIONAL OFFER OF ADMISSION UNDER PRIVATE SPONSORSHIP FOR THE ACADEMIC YEAR 2015/2016**

Welcome to IFM Registration Information System

This is Secured Student Registration Information System which provides all basic information required for registration of new IFM students in various programme. For a student to use the system, you are required to provide your Surname, select program admitted and provide your admission number. Then fill all required information accordingly after login into the system

Surname:

Program Admitted:

Admission Number:

If you have already registered as a IFM student, then [login](#) to continue

To get control number  
amount of Tuition fee payable  
Click here

Welcome: **MUSHI MELKZEDECK** Program: **Bachelor of Accounting** [HELP](#) | [EXIT](#)

Please provide all necessary required information for registration. For you to be registered as a valid IFM student, all necessary information must be filled in. There are Eight stages which have to be followed in order to complete the registration process.

1. Fill and verify all necessary information as required.
2. \* Indicate required information, this means you are required to provide this information.
3. Provide all your certificates to Admission Officers for verification and registration.

**NOTE: SUBMISSION OF WRONG INFORMATION MAY RESULT IN DISCIPLINARY ACTION**

- Student Personal Details
- Student Contacts Details
- Student Family Details
- Student Education Information
- Employment Details
- Health Insurance Records
- Fee Payment Records
- Student Declaration

Record the Reference Number (Control Number ready for payment at CRDB, NMB or NBC banks)

Control Number

THE INSTITUTE OF FINANCE MANAGEMENT NEW STUDENT REGISTRATION SYSTEM

Welcome: MUSHI MELKZEDECK Program: Bachelor of Accounting [HELP](#) | [EXIT](#)

Home » Student Fee Payment Records

Student Fee Payment (Checklist item 7 of 8)

Program Fees: 1500000/=

Loan: 0/=

Other Charges: 150000/=

Health Insurance: 50400/=

Field: 100000/=

First Installment: 1050000/= Tuition Fee

Payment Control Number: **991460037679**  
Use the Control Number for payment.

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**THEN YOU CAN PROCEED WITH ONLINE REGISTRATION BY COMPLETING OTHER CHECKLIST ONE BY ONE AND SAVE OR CLICK DONE BEFORE GOING TO NEXT. THIS WILL ENABLE YOU TO COMPLETE THE ONLINE REGISTRATION AND SUBMIT YOUR DATA. TO GET REGISTRATION NUMBER YOU WILL NEED TO COMPLETE ALL REQUIRED PAYMENTS FIRST BEFORE GOING TO THE REGISTRATION DESK. OTHERWISE YOU WILL NOT BE ABLE TO GET REGISTRATION NUMBER AT THE REGISTRATION DESK IF YOUR PAYMENTS ARE BELOW THE FIRST INSTALMENT OR HAVE NOT BEEN PAID AT ALL.**

**IFM ADMISSION TEAM WISHES YOU AN ENJOYABLE REGISTRATION PERIOD AND BEST WISHES FOR STARTING A HIGH QUALITY ACADEMIC LIFE AT IFM AS A CENTRE FOR EXCELLENCE.**

**CAUTION: SHOULD YOU NEED ANY HELP WHILE AT IFM PREMISES PLEASE CONSULT OUR STAFF AT THE ADMISSION OFFICE AND THOSE WHO WEARING BIPS WRITTEN "ASK ME". WE ARE ALWAYS AVAILABLE TO HELP YOU**

**WELCOME THE INSTITUTE OF FINANCE MANAGEMENT**