

THE OPEN UNIVERSITY OF TANZANIA



Student
Photo

STUDENT CLEARANCE FORM

First Name **Middle Name** **Last Name** (*as in Form IV Certificate*)

Reg. No: _____ Programme: _____ Regional Center: _____

Gender: _____ Phone No: _____ Date of Birth: _____

Citizenship: _____ Sponsor: _____ Date of Graduation: _____

Address: _____ Country: _____

Email: _____ Student Signature: _____

To be signed as per the sequence below:

OFFICE	OFFICER IN CHARGE	ITEMS TO BE CLEARED	SIGNATURE	DATE
DRC		Student ID Collection, Library Services, etc.		
Scan and Send to desofficeout@gmail.com To be handled by DES (All HQ Offices)				
HoD /Faculty		Completed Required Programme Units and Name Approved by Senate		
DFA		Proof of Payments of All University Fees		
DUGS/ PGS		Students Biodata are Correct and Complete in SARIS including Photo		

I certify that the above-named student is cleared/not cleared, and his/her certificate and transcript should be withheld/not withheld.

Signature (DES): Name: Date: