

THE INSTITUTE OF FINANCE MANAGEMENT



PUBLIC NOTICE

The Institute of Finance Management (IFM) notifies the general public that effective from January 2018, all payments to the Institute are done electronically through the established **Government e-Payment Gateway (GePG)**.

Accordingly, students and other stakeholders are urged to use the Institute's Student Information System (SIS) (students) or Payment Portal (non-students) respectively to access or inquire for a control number that can be used to make various payments to the Institute.

How to Obtain Bill Identification (bill ID or control number) through Government e-Payment Gateway

A. Bill ID for Tuition Fees (Students only)

1. Go to Student Information System accessible through www.ifmsis.ac.tz/studentis
2. Log in to your SIS Account
3. Click the **Fee Payments** link in order to access your bill control number

B. Other Payments for Registered Students

1. Go to Student Information System accessible through www.ifmsis.ac.tz/studentis
2. Log in to your SIS Account
3. Click the **Other Payments** link
4. Follow the provided instructions for requesting a bill

C. Other Various Payments for External Customers

1. Go to payment portal accessible through www.ifmsis.ac.tz/payment_portal
2. Fill the Payment Registration Form
3. Click Submit button

4. Wait for a few minutes
5. Click the link '**here**' to inquire a bill control number

How to Pay Your Bill:

Payments can be done through the bank or mobile phone using different mobile money.

A. Payments Through Mobile Networks

Payments via Tigopesa:

1. Enter *150*01#
2. Select 4 (Pay bills)
3. Select 5 (Government Payments)
4. Enter reference number (Control number)
5. Enter the amount to be paid
6. Enter your pin number to confirm

Payments via M-Pesa:

1. Enter *150*00#
2. Select 4 (Pay bills)
3. Select 5 (Government Payments)
4. Enter reference number (Control number)
5. Enter the amount to be paid
6. Enter your pin number to confirm
7. Confirm by choosing (1)

Payments via Airtelmoney:

1. Enter *150*60#
2. Select 5 (Pay bills)
3. Select 5 (Government Payments)
4. Select 1 (enter reference number/Control number)
5. Enter reference number (Control number)
6. Enter the amount to be paid

7. Enter your pin number to confirm

Payments via T-Pesa:

1. Enter *150*71#
2. Select 5 (Pay bills)
3. Select 3 (Government Payments)
4. Enter reference number (Control number)
5. Enter the amount to be paid
6. Enter your pin number to confirm

Payments via Halopesa:

1. Enter *150*88#
2. Select 5 (Pay bills)
3. Select 5 (Government Payments)
4. Enter reference number (Control number)
5. Enter the amount to be paid
6. Enter your pin number to confirm

Payments via Ezy pesa:

1. Enter *150*02#
2. Select 8 (Government Payments)
3. Select 1 (Tanzania Mainland)
4. Enter reference number (Control number)
5. Enter the amount to be paid
6. Enter your pin number to confirm

B. Payments Through Banks

Direct Bank Deposit:

Payments can be done through NMB / CRDB / TPB / NBC. Use the obtained control number to make payment.

Bank Transfer (TISS/SWIFT)

Payments can be done through interbank transfer (from one bank to another) locally (TISS) or internationally (SWIFT). While filling the transfer form, the following should be observed:

1. The serving institution should prepare a transfer bill for its customers who are paying via (TISS/SWIFT)
2. The field 59 in the transfer form (MT103) should contain beneficiary account
3. The field 70 in the transfer form (MT103) should contain control number (reference number) starting with the word "ROC" e.g. /ROC/99XXXXXXXXXX
4. The customer/payer should be given a printed transfer form /bill and submit to the bank for processing and will not be required to fill the form again.

NB: The institution will be required to submit the list of staff that deals with transfer from lower to higher level in the escalation matrix to simplify the communication process during money transfer.

For more information:

Rector,

The Institute of Finance Management,

5 Shaaban Robert Street,

P.O. Box 3918,

11101DAR ES SALAAM, TANZANIA.

Phone: +255-22-2112931/3/4

Fax: +255-22-2112935

E-mail: rector@ifm.ac.tz.

Website: <http://www.ifm.ac.tz>