



OFFICE OF THE REGISTRAR

ADMISSIONS, EXAMINATIONS, CERTIFICATES AND GENERAL ENQUIRY SERVICES

The Institute of Finance Management (IFM) would like to inform all students and the general public that, due to Government directives on avoiding unnecessary gatherings in order to prevent the spread of COVID-19, all services in regards to Admissions, Examinations, Transcripts, Certificates and other general enquiries will be provided via Students Information System (SIS), telephones and emails as described below:

S/N	SERVICES	DESCRIPTION	TELEPHONE NO.	EMAIL or SIS
1.	Applications Enquiry	General Public	0734205030	admissions@ifm.ac.tz
2.	Certificates and Transcripts Enquiry	Graduates	0734205028	studentletters@ifm.ac.tz
3.	Verification of Certificates	Institutions	0734205028	studentletters@ifm.ac.tz
4.	General Enquiry (including postponement and introduction letters)	Current Students & General Public	0734205028	studentletters@ifm.ac.tz
5.	HESLB Loans Issues	Current Students	0716896506	studentletters@ifm.ac.tz
6.	Appeals against Semester 1 Final Examinations Results 2019/2020. Open from 15 th to 28 th April 2020.	Current Students	0734205029	Students Information System (SIS) – Appeal link
7.	Enquiry for Course Work/Missing Examination Results	Current Students	0734205029	Students Information System (SIS) – link for a complain form

Note:

Telephone services are open from 9 a.m. to 4 p.m.

In case you need further assistance, please contact the following supervisors:

1. HEAD, ADMISSIONS AND CUSTOMER CARE – **0734 205 022**
2. HEAD, EXAMINATIONS – **0735 934 194**
3. HEAD, STUDENTS RECORDS AND STATISTICS – **0735 043 440**
4. REGISTRAR – **0734 205 021**