

P.O. BOX 2440  
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ZANZIBAR

**RE: ACADEMIC PROGRESSIVE REPORT OF MARYAM KHATIB HAJI**  
Institute of Continuing Education  
**PROGRAMME: Certificate in Business Administration**

This is to certify that MARYAM KHATIB HAJI is a full time student of the Institute of Continuing Education at this University.  
The following is a record of her academic progressive report.

First Year - First Semester : 2023/2024	Grade	First Year - Second Semester : 2023/2024	Grade
CBA 5111: Business Communication Skills I	C	CBA 5121: Customer Care Skills	B
CBA 5112: Elements of Business Mathematics	C	CBA 5122: Elements of Commercial Law	C
CBA 5113: Basic Computer Applications I	C	CBA 5123: Elements of Book-Keeping and Accounts	C
CBA 5114: Procurement and Supply Administration	B	CBA 5124: Principles of Marketing	B
CBA 5115: Basic Commercial Knowledge	C	CBA 5125: Entrepreneurship and Business Management	B
CBA 5116: Elements of Business Administration	C	CBA 5126: Field Project	B
<b>GPA</b>	<b>2.11</b>	<b>GPA</b>	<b>2.77</b>

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Director, Institute of Continuing Education  
05 Aug, 2024

100 - 80 = A, 79.9 - 65 = B, 64.9 - 50 = C, 49.9 - 40 = D, 39.9 - 0 = F, 100 - 80 = A, 79  
GPA Key  
GPA = Grade Point Average  
GPA = Cumulative Grade Point Average  
4 - 3.5 = First Class, 3.49 - 3 = Second Class, 2.99 - 2 = Pass, 1.99 - 0 = Fail

This report is issued for information only.  
It does not override any part of the official transcript which will be issued to the student upon successful completion of the programme of study.

