



THE INSTITUTE OF PUBLIC ADMINISTRATION ZANZIBAR

ACADEMIC TRANSCRIPT



This is to certify that the award holder whose details are specified in the table below attained the grades against respective modules shown in the table for examination results.

Name of the Award Holder	Date of Birth	Sex	Registration No.	Date of Entry	Completion Date
AMEIR ABDULLA AMEIR	Thursday, December 24, 1987	Male	BA/IPA/025/RM.2017	2017/2018	P.O. Box 117 September, 2020
Programme/Course	Bachelor Degree in Records and Archives Management			NTA Level Awarded	NTA Level 8

First Year - First Semester 2017/2018

Code	Descriptions	Grade
RMU07101: COMMUNICATION SKILLS		B+
RMU07102: PRINCIPLES OF RECORDS MANAGEMENT		B
RMU07103: BUSINESS MATHEMATICS AND STATISTICS		A
RMU07104: PRINCIPLES OF MANAGEMENT		C
RMU07105: FUNDAMENTALS OF ARCHIVES MANAGEMENT		B
RMU07106: INFORMATION AND COMMUNICATION TECHNOLOGY		C
First Year - First Semester's GPA		3.0

Second Year - First Semester 2018/2019

Code	Descriptions	Grade
RMU07313: LEGAL ASPECTS IN RECORDS MANAGEMENT		B
RMU07314: MANAGEMENT INFORMATION SYSTEMS		C
RMU07315: DATABASE MANAGEMENT		B+
RMU07316: ELECTRONIC RECORDS MANAGEMENT		B
RMU07317: RESEARCH METHODOLOGY		B
RMU07318: INFORMATION STORAGE AND RETRIEVAL		B
Second Year - First Semester's GPA		3.0

Third Year - First Semester 2019/2020

Code	Descriptions	Grade
RMU08101: INFORMATION USER SERVICES		B+
RMU08102: COLLECTION MANAGEMENT AND DEVELOPMENT		B+
RMU08103: LEGAL AND ETHICAL ISSUES IN RECORDS MANAGEMENT		B
RMU08104: FINANCIAL RECORDS MANAGEMENT		B
RMU08105: PRINCIPLES OF KNOWLEDGE MANAGEMENT		B
RMU08106: STRATEGIC PLANNING FOR RECORDS AND ARCHIVES SERVICE		B
Third Year - First Semester's GPA		3.3

First Year - Second Semester 2017/2018

Code	Descriptions	Grade
RMU07207: INFORMATION SOURCES AND SERVICES		B
RMU07208: CONSERVATION AND PRESERVATION OF RECORDS		B
RMU07209: PRINCIPLES OF ENTREPRENEURSHIP		B+
RMU07210: RECORDS APPRAISAL SYSTEMS		C
RMU07211: ARCHIVAL MANAGEMENT PRINCIPLES AND TECHNIQUES		B
RMU07212: CUSTOMER CARE AND BUSINESS ETHICS		B+
First Year - Second Semester's GPA		3.1

Second Year - Second Semester 2018/2019

Code	Descriptions	Grade
RMU07419: LEGAL RECORDS MANAGEMENT		B+
RMU07420: HEALTH RECORDS MANAGEMENT		B
RMU07421: CARE AND COLLECTIONS IN MUSEUMS		B+
RMU07422: LAND RECORDS MANAGEMENT		C
RMU07423: FIELD PRACTICAL TRAINING		A
Second Year - Second Semester's GPA		3.6

Third Year - Second Semester 2019/2020

Code	Descriptions	Grade
RMU08207: MANAGEMENT AND SUPERVISORY SKILLS		B
RMU08208: FUNDAMENTALS OF LIBRARY RECORDS MANAGEMENT		A
RMU08209: PROMOTING RECORDS AND ARCHIVES SERVICES		A
RMU08210: MANAGEMENT OF HEALTH ARCHIVES		B
RMU08211: MANAGEMENT OF MUSEUM AND ARCHAEOLOGICAL RECORDS		B+
RMU08212: RESEARCH PROJECT		B+
Third Year - Second Semester's GPA		4.0

Cumulative GPA

3.32

Lower Second Class

DATE ISSUED: 22 / 12 / 2020

Transcript Serial No: NTA Level 8 / 2020



Key to the Grade of Examination Results.

Grade	A	B+	B	C	D	F
Score Range	70-100%	60-69%	50-59%	40-49%	35-39%	0-34%
Points	5.0	4.0	3.0	2.0	1.0	0.0
Definition	Excellent	Very Good	Good	Average	Poor	Failure

Key to the Classification of Awards.

Overall GPA			
4.4 - 5.0	3.5 - 4.3	2.7 - 3.4	2.0 - 2.6
First Class	Upper Second Class	Lower Second Class	Pass

THE INSTITUTE OF PUBLIC ADMINISTRATION ZANZIBAR



NATIONAL TECHNICAL AWARDS (NTA)

It is hereby certified that

AMEIR ABDULLA AMEIR

Registration Number: BA/IPA/025/RM.2017

has been awarded a

Bachelor Degree in Records and Archives Management

after having fulfilled all requirements for NTA Level 8

at the level of

Lower Second Class

Issued this 27th day of January in the Year 2021

[Signature]

**Chairperson of the
Council**

[Signature]

Director