THE INSTITUTE OF REGISTERED ADMINISTRATIVE MANAGERS OF NIGERIA

Established under the Act of Parliament 1 Cap 59 of 1990

National Secretariat: 7A Junction Road, by Sardauna Crescent, Kaduna.
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Website: www.regdmanager.com **E-mail:** info@regdmanager.org, regdmanager@yahoo.com

Attach two passport photograph

Application for Registration as a Student

1.0 PERSONAL DETAILS

1.1 Surname:_____

1.2 Forenames: _____

1.3 Sex: _____

1.4 Date of Birth: _____

1.5 Marital Status:_____

1.6 Postal Address: _____

_____ E-mail Address:_____

1.7 Office Address: _____

1.8 Home Address: _____

1.9 Telephone: Office_____ Home_____

2.0 EDUCATIONAL QUALIFICATION

Examination Body	Stage/Level	Subjects/Grade (if appropriate)	Date

3.0 EMPLOYMENT RECORD

Name and Address of Employer(s)	Nature of Business	Position in which employed	Date of Employment	
			From	**To**

PROGRAMME OPTIONS

Ordinary Diploma ☐

Advance Diploma ☐

Post-Graduate Diploma ☐

Accelerated Graduate Membership Programme (NYSC) ☐

4.0 DECLARATION

I declare that the information given in this form is correct. Enclosed are the following:

4.1 Copy of receipt or bank teller evidencing purchase of this form.

4.2 Certified copies of educational qualifications claimed in paragraph 2.0 above.

4.3 Certified copy of my Birth Certificate or Sworn Affidavit.

4.4 Two most recent passport photographs.

4.5 Two self addressed enveloped, size 9" x 4", each bearing N50 stamp.

I undertake, if admitted and so long as I remain admitted, to observe and abide by the rules and regulations of the Institute. I accept that fees once paid are not refundable under any circumstances.

Signature_____   Date _____

5.0 RECOMMENDATION

(This must be signed by a member of the Institute or your employer or your principal / course tutor if attending a college).

I _____

hereby recommend_____
for membership of the Institute. To the best of my knowledge and belief, the applicant is a suitable and proper person for the Graduate Membership Programme of the Institute; and the information given in this application are correct. I have sighted the originals of the document claimed and the applicant's birth certificate/sworn affidavit, I hereby certify that they are true copies of originals of documents claimed.

Organisation's Name / Address

Signed_____   _____
_____   _____
Position _____   _____
Date _____   _____