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**GHANA INSTITUTE OF MANAGEMENT AND PUBLIC ADMINISTRATION (GIMPA)
AND
CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT (CILT)**



CMD

CENTRE FOR MANAGEMENT DEVELOPMENT

GIMPA BUSINESS SCHOOL

**APPLICATION FORM
FOR**

**INTERNATIONAL PROFESSIONAL DIPLOMA
IN LOGISTICS AND TRANSPORT (DILT)**

P. O. Box AH 50 Achimota; **Tel:** 0302 - 401681/2/3;
Ext. 2125/2236 or 0303-930457/8 or 050-1432845
E-mail: cmd@gimpa.edu.gh, **Website:** www.gimpa.edu.gh



Previous GIMPA ID Number (if applicable):

Name of Applicant (surname, first name and other names):

**GHANA INSTITUTE OF MANAGEMENT AND PUBLIC ADMINISTRATION (GIMPA)
&
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**INTERNATIONAL PROFESSIONAL DIPLOMA
IN LOGISTICS AND TRANSPORT (DILT)**

NB: The course consists of the following modules of which candidates must **successfully complete five (5)** through examinations (**2 mandatory + 1 elective + 2 optional courses**) or (**2 mandatory + 2 electives + 1 optional course**). Applicants who are into Transport business are highly advised to choose the 2 + 2 + 1 option while applicants into Logistics and Supply Chain business are highly advised to choose the 2 + 1 + 2 option.

LIST OF PROGRAMMES

MANDATORY (Compulsory)

- 1. Management in Logistics and Transport
- 2. Supply Chain Management

ELECTIVES (Pick one or both)

- 1. Transport Operations
- 2. Transport Planning

OPTIONAL COURSES (Pick one or two)

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. Inventory 2. Movement of Goods 3. Movement of People 4. Production Planning 5. Retail Logistics 6. Sourcing and Procurement | <ul style="list-style-type: none"> 7. Transport and Society 8. Warehousing 9. International Business /Global Logistics 10. Project Management 11. Supply Chain Flow Planning 12. Supply Chain Network Planning |
|---|--|

NB: Optional courses that do not have a minimum of fifteen (15) or more students will not run/be offered

SESSION (Pick one)

Weekday-Evenings (5:00 pm - 8:00 pm)

Weekend (Saturdays only 8:00 am - 6:30 pm)

NOTE: The application fee is GH¢ 150.00 and payment for it should be made to any of the following banks and account numbers: ECOBANK (038001442624701) or UNIBANK (0510110559613)

APPLICANTS ARE REQUIRED TO SEND THE COMPLETED FORM WITH PAYMENT VOUCHER TO:

The Program Advisor/ CILT Coordinator

GIMPA CMD

P. O. Box AH 50 Achimota

Tel: 0302 - 401681/2/3 ext. 2125/2236 or 0303- 930457/8 or 050-1432845

E-mail: cmd@gimpa.edu.gh,

Website: www.gimpa.edu.gh

WITH THE FOLLOWING ENCLOSURES:

- i. Copies of certificates and any other relevant academic records (Original Transcript).
- ii. Original Transcripts not Result Slip. Must be in a sealed envelope with the signature and stamp of Registrar across envelope
- iii. One (1) recent passport sized photograph which should be endorsed by a Senior Public Officer above the rank of Assistant Director, Lawyer or a Medical Doctor and affixed to the form.
- iv. One self-addressed envelopes with a local express stamp.

NOTE: (i) Photocopied documents should be certified from the source of the document e.g. WAEC, Polytechnic etc. or originals must be brought for verification.

PERSONAL DATA

PROGRAMME APPLIED FOR.....

- 1. Dr./Mr./Mrs./Miss.....(strike out whichever is not applicable)
- 2. Surname:
- 3. First Name:
- 4. Other/Middle Names(s):
(The names entered on this form must be the same in spelling and order as those used in all certificates; any name change must be supported with relevant documents)
- 5. (a) Date of Birth: (b) Nationality:
- 6. Marital Status: Single/Married:(Strike out whichever is not applicable)
- 7. Religion (if any) Christianity/Islam/Traditional/Other (Strike out whichever is not applicable)
- 8. (a) Name of Next of Kin:
(b) Relationship to Candidate:
(c) Address/Telephone Contact of Next of Kin:

9. Educational Background: (List Certificates, Diplomas, Degrees etc. possessed, with dates)

Date		Institution	Qualification
From	To		

(This information would be treated as confidential)

10. Address to which all communications in connection with this application should be sent:

.....

E-mail Address: Cell Phone Number:

11. Permanent Home Address:

12. Present Occupation:
 (b) No. of Years in current Occupation:
 (c) Present Employer's Name and address:

 (d) Total Working Experience:

13. Are you being sponsored by your Employer? Yes/No:

14. If not being sponsored, state how you would finance your studies at GIMPA.

NOTE: The GIMPA/CILT-Ghana provide no scholarships or any other form of financial assistance for students accepted for its programmes.

IMPORTANT

AN APPLICANT WHO MAKES A FALSE STATEMENT MAY BE REFUSED ADMISSION OR, IF HE/SHE HAS ALREADY ENROLLED, HE/SHE MAY BE ASKED TO WITHDRAW FROM GIMPA.

DECLARATION

This declaration should be signed by the person who endorsed one of your passport-size photographs. This person should be the holder of a responsible position such as, the Headmaster of a Secondary School, Principal of a Teacher Training College, the Principal of a Technical Institute, a Senior Civil/Public Servant, a Lawyer, a Clergyman, a Senior Military or Police Officer, a Medical Officer.

NOTE: The application will NOT be valid if this declaration is not signed.

I CERTIFY THAT the photograph endorsed by me is the true likeness of the applicant.

Dr/Mr./Mrs./Miss.....
Who is personally known to me and I have inspected the certificates submitted by the applicant and, to the best of my knowledge, they are genuine.

Signature.....
Name.....
Status.....
Address.....
Stamp
Date.....20.....

NOTE: IN COMPLETING SECTION 9 IT IS IMPORTANT TO GIVE AN ADDRESS AND TELEPHONE CONTACT AT WHICH NOTICE OF ADMISSION WILL REACH YOU WITHOUT DELAY, SO THAT YOU CAN COMPLETE ADMISSION REQUIREMENTS EARLY.

APPLICATION:

Application forms can be obtained from the following websites: www.gimpa.edu.gh and www.ciltgh.org

Prospective participants may contact GIMPA at the following addresses and Telephone Numbers for further inquiries:

Programme Advisor/CILT-Coordinator

GIMPA-CMD
P.O. BOX AH 50
ACHIMOTA
Tel: **0302401681-3 ext 2125/2236**
0303-930457/0303930458
Mobile: **050-1432845**
E-mail: **cmd@gimpa.edu.gh**
Website: **www.gimpa.edu.gh**

The Administrative Officer
CILT (Ghana)
No. 3L, National Science Museum Chalets
Adjacent Accra Workers' College
Tel: **0302939483**