**MEMBERSHIP APPLICATION FORM[[1]](#footnote-1)**

**Association of Procurement Professionals (Rwanda)**

1. **Name: ………………………………………………………………….**
2. **Sex: Male/Female: ……………………………………………….**
3. **E-mail: …………………………………………………………………..**
4. **Phone number: ……………………………………………………**
5. **Nationality: ………………………………………………………….**
6. **Name of place of work/Employer: …………………………**
7. **Address of Current Place of Work**
8. **Province/City of Kigali: ..…………………………………**
9. **District: ……………………………………………………………**
10. **Sector: ……………………………………………………………..**
11. **Cell: …………………………………………………………………**
12. **Village: ……………………………………………………………**
13. **Street name/number: ………………………………………**
14. **E-mail: ……………………………………………………………..**
15. **Phone number: ……………………………………………….**

1. **Home Address**
2. **Province/ City of Kigali: …………………………………….**
3. **District: …………………………………………………………….**
4. **Sector: ………………………………………………………………**
5. **Cell: ……………………………………………………………………**
6. **Village: ……………………………………………………………..**
7. **Street name/number: ………………………………………..**
8. **E-mail: ……………………………………………………………..**
9. **Phone number: ……………………………………………….**
10. **Degree in procurement:** *YES/NO…. (indicate as appropriate)*

**Whether yes or no, indicate details here:**

* + 1. **Name of degree: ……………………………….**
    2. **Institution: ……………………………………….**
    3. **Country: …………………………………………….**
    4. **Date awarded: …………………………………..**

1. **Post graduate diploma in procurement or a professional qualification in procurement recognized in Rwanda:** *YES/NO… (indicate as appropriate)*

**If yes, indicate details here:**

* + 1. **Name of Post-graduate diploma/Professional qualification: ……………………………………….**
    2. **Institution: …………………………………………..**
    3. **Country: ……………………………………………….**
    4. **Date awarded: ……………………………………...**

1. **Indicate other academic qualifications:**
   1. *Name/Institution/date awarded………………………*
   2. *Name/Institution/date awarded……………………….*
   3. *Name/Institution/date awarded……………………….*
   4. *E.t.c………………………..*
2. **Provide three referees:**

**First Referee:**

* 1. **Name: ………………………………………………………….**
  2. **Position: ……………………………………………………...**
  3. **Email: …………………………………………………………..**
  4. **Phone number: …………………………………………….**

**Second Referee:**

1. **Name: ………………………………………………………….**
2. **Position: ……………………………………………………...**
3. **Email: …………………………………………………………..**
4. **Phone number: …………………………………………….**

**Third Referee:**

1. **Name: ………………………………………………………….**
2. **Position: ……………………………………………………...**
3. **Email: …………………………………………………………..**
4. **Phone number: …………………………………………….**
5. **Attach the following documents:**
   * 1. **Written and signed application to the Chairperson of Registration, Evaluation and Education;**
     2. **Copy of ID or Passport**
     3. **Detailed Curriculum Vitae;**
     4. **Proof of having not been sentenced to a term of imprisonment of six (6) months or more in a final decision;**
     5. **Certified copies of diploma certificates mentioned above;**
     6. **Bank slip/any other relevant document evidencing the payment of registration fees.**

**Done on…………………….**

**……………………………….**

**Signature of Applicant**

1. *This form shall be used to apply for membership to the Association of Procurement Professionals in Rwanda. Applicants should use block letters while completing this form and attach all the requested documents* [↑](#footnote-ref-1)