**HARAMAYA UNIVERSITY**

 **Postgraduate Program Directorate**

**Non-regular Postgraduate Program-CEP**

**LETTER OF COMMITMENT & SPONSORSHIP OF THE EMPLOYER ORGANIZATION**

**(To be filled out and signed by the Head of the Organization)**

The Postgraduate Program Directorate of Haramaya University appreciates your assistance in filling out this form and sending it to the address below.

HARAMAYA UNIVERSITY

Postgraduate program Directorate

P.O.BOX 138, Dire Dawa, ETHIOPIA

On behalf of the candidate, namely \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

the organization of which I am head is committed to grant financial support covering the living expenses, tuition fee for course works, thesis research budget and employment in the course of his/her postgraduate training. The financial support is intended to last until the completion of the program of study. Moreover, I express the organization’s agreement to refrain from any obligatory assignments of the candidate which may jeopardize his/her program of study.

Also, I am cognizant of the fact that the concrete realities of the country dictate that education in general, and postgraduate studies in particular, must be geared towards the solution of specific problems affecting the country. I am, therefore, aware of the fact that this specific training my organization is fully sponsoring must be geared towards fulfilling a definite national purpose. Accordingly, my organization is committed to maintain the monthly salary, pay the tuition fee and thesis research budget and an appropriate position of employment after the abovementioned candidate completes his/her postgraduate studies.

**1**. **Total amount of fees** (tuition for main course, **30** credit hours; supervision and thesis examiners)

**Birr: 34, 600.00** (Thirty four thousand six hundred Birr) at **HU main campus**, **Harar, Jigjiga** and **Chiro** **Centers.** This cost does not include fees for remedial courses, extra course taken beyond 30 credit hours and research expenses. Programs having above 30 credit hours, for each credit hour course additional Birr **700** will be charged.

**2. Payment installment per term:** Birr **700 per** credit hour to be taken at each Term x 10% service charge. Birr, **3,000** for supervision fee during research work.

**3. Final installment:** Birr **8,500.00** (**eight thousand five hundred Birr**) for thesis examination

**Notice: Payment should be effective before registration of the course in each term**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

P.O. Box \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Town/City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please put the official seal**