



# INSTITUTE OF ACCOUNTANCY ARUSHA

**PROGRAM:** BASIC TECHNICIAN CERTIFICATE OF RECORDS MANAGEMENT

**SEMESTER:** 2

**ACADEMIC YEAR:** 2020/2021

#	REGNO	RMT04101	RMT04102	GST04101	GST04102	GST04103	RMT04201	RMT04202	RMT04203	RMT04204	GST04203	GPA	STATUS
1	BTCRM/0001/2020	B	B	B	A	B	B	B	B	B	B	3.10	PASS
2	BTCRM/0002/2020	A	B	B	A	B	B	B	B	B	B	3.21	PASS

## Summary of the Report

PASS	FAIL	DISCO	SPECIAL
2	0	0	
100.00%	0.00%	0.00%	0.00%

## Performance By Grade Scored

A	GST04102	3	GST04101	0	RMT04102	0	GST04103	0	RMT04101	1	RMT04203	0	GST04203	0	RMT04202	0	RMT04204	0	RMT04201	0
B+	GST04102	0	GST04101	0	RMT04102	0	GST04103	0	RMT04101	0	RMT04203	0	GST04203	0	RMT04202	0	RMT04204	0	RMT04201	0
B	GST04102	0	GST04101	3	RMT04102	3	GST04103	3	RMT04101	2	RMT04203	3	GST04203	3	RMT04202	3	RMT04204	3	RMT04201	3
C	GST04102	0	GST04101	0	RMT04102	0	GST04103	0	RMT04101	0	RMT04203	0	GST04203	0	RMT04202	0	RMT04204	0	RMT04201	0
F	GST04102	0	GST04101	0	RMT04102	0	GST04103	0	RMT04101	0	RMT04203	0	GST04203	0	RMT04202	0	RMT04204	0	RMT04201	0
F*	GST04102	0	GST04101	0	RMT04102	0	GST04103	0	RMT04101	0	RMT04203	0	GST04203	0	RMT04202	0	RMT04204	0	RMT04201	0

1	RMT04102	Office Practices
2	RMT04101	Introduction to Records and Information Management
3	GST04103	Life Skills
4	GST04102	Basic Computer skills
5	GST04101	English Communication Skills
6	RMT04201	Basics of Records Classifications and Registry Procedures
7	GST04203	Entrepreneurship Skills

8	<b>RMT04203</b>	Customer Care
9	<b>RMT04204</b>	Basic Arithmetic
10	<b>RMT04202</b>	Information and Knowledge Management

