



**THE UNIVERSITY OF ZAMBIA
SCHOOL OF HUMANITIES AND SOCIAL SCIENCES
DEPARTMENT OF DEMOGRAPHY, POPULATION SCIENCES,
MONITORING AND EVALUATION CENTRE OF EXCELLENCE**

INFORMATION PACK FOR SHORT-COURSE IN MONITORING AND EVALUATION

Dear Applicant,

Thank you for expressing interest to participate in the forthcoming short-course in Monitoring and Evaluation offered by the University of Zambia, Department of Demography, Population Sciences, Monitoring and Evaluation Centre of Excellence. The Department of Demography, Population Sciences, Monitoring and Evaluation collaborates with local and international organizations to offer quality training in Monitoring and Evaluation to strengthen knowledge and skills of participants from various sectors. Please read the provided information to enable you complete your application process.

1. Application process

- To apply for the course, click on this link <https://forms.gle/h5pRvGHUzLBWb29w7>
- To enable us process your admission, you are required to **upload a copy of your NRC/passport** and any **tertiary education certificate** (diploma, degree, etc.) from a recognized credible training institution.
- Application closing date: Wednesday, 8th July, 2026.

2. Requirements

Participants applying to attend this training should have the following requirements:

- Completed University/College Education
- Understanding of basic statistics
- Working in an environment related to Health, Education, Business, Planning, Transport, Gender, Local governance and Research, Statistics, Monitoring and Evaluation or any other general fields such as Medical, Natural Sciences, Social and Applied Sciences.

3. Mode of Training

The Department of Population Studies will offer the Monitoring and Evaluation short course training for May 2026 intake using **online platform**.

4. Training Dates

Training for May 2026 intake will take place from 13th to 31st July, 2026.

5. Assessments

Group exercises, presentations, individual assignment and examination.

6. Payments

Before the commencement of training on 8th July 2026, you are required to pay either 75% or 100% tuition fee. Tuition fee for this training is (**ZMW 3,000** for local students and **USD 200** for international students). The balance should be paid before examination. Kindly note that the tuition fee is inclusive of the application form, training and examination.

The Bank details will be provided in an email stating your admission.

7. Contact information

For details relating to application process and tuition fees, please contact:

University of Zambia, Department of Demography, Population Sciences, Monitoring and Evaluation

Contact number: 0770 993092 or 0961 032092

Email: shortcourses-dps@unza.zm