



**ACCEPTANCE LETTER**

**Tracker Configuration Academy  
24– 28 November 2025**

21 October 2025

Dear Frew Legese

Ethiopian Public Health Institute

Ethiopia

We are happy to confirm that your registration has been accepted for the **Tracker Configuration Academy** to be held from 24– 28 November 2025 at the Ellily International Hotel Addis Ababa, Ethiopia.

Registration fees is **USD 650** That includes:

- Training materials
- Lunch breaks
- Two coffee breaks per day
- Social Event

**Payment instructions**

Please proceed to the payment of the registration fees by Bank transfer to the below Bank Account.

*NB: Kindly indicate participant name and organization when proceeding the payment and send the receipt in e-mail.*

**Bank name:** ZEMEN BANK S.C.  
**Account name:** HISP Ethiopia Software Development  
**City:** Addis Ababa  
**Country:** Ethiopia  
**Account number:** 1027821141294018  
**Currency:** USD  
**SWIFT code:** ZEMEETAA  
**Correspondent bank:** CITIBANK NEWYORK  
**Swift code:** CITIUS  
**City:** New York



### **Travel arrangements**

The Academy venue is **Ellilly Internal Hotel, Addis Ababa**

Participants are encouraged to arrange their accommodation as soon as possible. We are happy to confirm an exclusive discount rate of **USD 70** per night including bed and breakfast.

### **Hotel Details**

**Hotel name:** Ellilly International Hotel Addis Ababa

**Hotel contact person:** Abel

**Address:** Kazanchis, Kirkos Subcity 17/18, Addis Ababa, Ethiopia

Kazanchis, Kirkos subcity 17/18, Addis Ababa, Ethiopia [View on Map](#)

**E-mail address:** [info@elillyhotel.com](mailto:info@elillyhotel.com)

**Telephone:** +251-115-587777, +251-115-587778

**Booking reference Code :** HISP-Ethiopia

There is other hotel around academy venue in walking distance of 5 to 10 minutes like Intercontinental Hotel, Radisson Blu Hotel, Jupiter International Hotel

### **Immigration and visa information**

Most countries can obtain a tourist visa on arrival at Addis Ababa Bole International Airport without prior application. It is recommended to check the Ethiopian Immigration website to confirm whether your country is eligible for a visa on arrival. If your country is **not eligible**, you may apply for an **e-visa before travel** via [evisa.gov.et](http://evisa.gov.et) or through the nearest **Ethiopian embassy or consulate** in your country of residence. Please ensure your passport is valid for at least **six months beyond your date of entry**. A single-entry visa costs USD 50. For more Details on visa Visit: [evisa.gov.et](http://evisa.gov.et)

HISP-Ethiopia will provide an **invitation letter** and **application letter** to support your e-visa application. For assistance or special requests, please contact us at [addisababa@dhis2.org](mailto:addisababa@dhis2.org) or call +251 911 663 351 / +251 115 576 210.

**The Organizing Committee**