



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

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 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

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 or call +251 911 663 351 / +251 115 576 210.

The Organizing Committee