



KAAF UNIVERSITY COLLEGE

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ADMISSION FORMS

COMPLETED FORMS SHOULD BE RETURNED TO:

THE REGISTRAR

KAAF UNIVERSITY COLLEGE, P.O. WU 177, KASOA

Please fill this form using **BLOCK LETTERS** and preferably black ink. Names must correspond exactly with those appearing on your certificates and any other personal documents you may attach.

A. PERSONAL PARTICULARS OF APPLICANT:

1	Surname(Mr/ Mrs/ Miss):							
2	Other Name(s):							
3	Title(Tick as appropriate):	Mr.	Miss	Mrs.	4	Gender	Male	Female
5	Date of Birth	Day	Month	Year	6	Marital Status	Single	Married
7	Town/ Country of Birth							
8	Nationality		Hometown				Region	
9	Religion							
10	E- mail Address		Telephone Number					
			Cell Phone					
11	Are you physically challenged?	Yes []	If Yes, specify:	Blind		Deaf	Other:	
		No []					_____	
12	Residential Address (not P.O. Box)		Permanent		Postal Address			
13	Correspondence Address:							
14	Name and Address of Parent/ Guardian/ Next of Kin		Relationship		to applicant			
			Occupation					
			E- mail					
			Phone					

15	Degree Programme Preference (Select from list on last page)	1 st Choice		Code
		2 nd Choice		
		3 rd Choice		

16	Mode of Admission	Regular	Evening	Weekends		Preliminary	
17	Qualification	SSSCE/ WASSCE/ ABEC	'O'- Level	'A'- Level	HND	Mature	Other(Specify)

B. EDUCATIONAL BACKGROUND:

- List in chronological order all academic institutions attended and the type of certificates awarded.
Attach photocopies of all certificates to this application.

	Name of Institution	Location	From(Month/ Year):	Certificate awarded
1				
2				
3				
4				

2. Examinations passed or taken (Attach all certificates where applicable)

i. SHS Certificate (SSSCE/WASSCE/ABEC):

(ATTACH ALL CERTIFICATES)

		1 ST SITTING	2 ND SITTING	3 RD SITTING
1	Month/ Year			
2	Exam Index Number			
3	Centre of Exam			
4	Type of Exam Board			

TITLE OF SUBJECTS		EXAMINATION RESULTS(GRADES)		
		1 ST SITTING	2 ND SITTING	3 RD SITTING
Core Subjects				
1	English			
2	Mathematics			
3	Integrated Science			
4	Social Studies			
Elective Subjects				
1				
2				
3				
4				

ii. POLYTECHNIC OR UNIVERSITY ATTENDED

(ATTACH ALL CERTIFICATES)

INSTITUTION	YEAR	BASIC QUALIFICATION	CLASS

PROFESSIONAL QUALIFICATION AND YEAR OBTAINED (IF ANY)

(ATTACH ALL CERTIFICATES)

INSTITUTION	YEAR	PROFESSIONAL QUALIFICATION AND YEAR OBTAINED

iii. GCE (ADVANCED LEVEL) EXAMINATION/ HIGHER SCHOOL CERTIFICATE

(ATTACH ALL CERTIFICATES)

		1 ST SITTING	2 ND SITTING	3 RD SITTING
1	Month/ Year			
2	Exam Index Number			
3	Centre of Exam			
4	Type of Exam Board			

TITLE OF SUBJECT		EXAMINATION RESULTS(GRADES)		
		1 ST SITTING	2 ND SITTING	3 RD SITTING
1				
2				
3				
4				

- iv. **NON- DEGREE PROFESSIONAL CERTIFICATE(S) HND, TEACHER'S CERTIFICATE:**
- 1) Type of Certificate.....
- 2) Awarding Board/ Institution.....3) Date obtained.....
- 4) Professional Registration No..... (Where applicable)

	TITLE OF SUBJECT	EXAMINATION RESULTS(GRADES)		
		1 ST SITTING	2 ND SITTING	3 RD SITTING
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

C. FOREIGN STUDENTS

(Foreign students should provide all necessary certificates and documents on the examination taken).

D. EMPLOYMENT/ NATIONAL SERVICE:

- i. Name of Organisation.....
- ii. Position held (with dates).....

E. BOND:

- i. Are you bonded? NO [] YES []
- ii. If YES indicate name of organization to which you are bonded:
.....
- Date of Expiration of bond.....

F. PREVIOUS ATTENDANCE AT A UNIVERSITY:

- i. Have you ever enrolled in a University? YES [] NO [] If YES answer the following:
- ii. Name of the University.....
- iii. The name you used in the University.....
- iv. Year of Admission..... V. Hall of Residence (if applicable).....
- vi. Programme of Study..... vii. Last year of study.....
- viii. Reason(s) for leaving the University.....

G. DECLARATION BY APPLICANT

I hereby declare that all the above information provided by me is true and correct, and that I could be denied admission, or be withdrawn from the University after admission, if any information on this form proves to be false

SIGNATURE OF APPLICANT..... DATE.....

H. Corroborative Declaration (Please read instructions carefully before you endorse)

- i. This declaration should be signed by a person of high integrity and honour, who must also endorse at least one of the candidate's passport- size photographs on the reverse side and also satisfy himself/ herself that the examination grades indicated on the form by the applicant are genuine.
- ii. The application will not be valid if the declaration below is not signed
- iii. If the declaration proves to be false, the application shall be rejected; if the falsity is detected after admission, the student shall be dismissed.

I hereby declare that the photograph endorsed by me is the true likeness of the applicant

Mr./ Mrs./ Miss..... who is personally known to me. I have inspected his/ her certificates against the results indicated on the form and I am satisfied that they are genuine and the name that appears on them is the same as that which he/ she is officially personally known to me.

SIGNATURE:..... DATE:.....
 NAME(BLOCK LETTERS):.....
 OCCUPATION:..... POSITION:.....
 ADDRESS:.....

ADMISSIONS OFFICE USE ONLY

FORMS SOLD BY				
RECEIPT NO.:		REGISTRATION NUMBER		
APPLICATION STATUS	ADMITTED	NOT ADMITTED	SIGNATURE	DATE
REMARK(S)				

PROGRAMMES AVAILABLE FOR ENTRY

Code	Bachelor of Science [Business Administration]- Options	Code	Bachelor of Science
BSC 011	Accounting		- With Options in
BSC 022	Banking & Finance	BSC 01	Civil Engineering
BSC 033	Marketing	BSC 02	Construction Technology
BSC 044	Human Resource Management	BSC 03	Geomatic Engineering
BSC 055	Insurance	BSC 04	Electrical/Electronics Engineering
BSC 066	Entrepreneurship	BSC 05	Mechanical Engineering
LLB 077	Bachelor of Law(LL.B) 4 years	BSC 06	Computer Science
LLB 088	Bachelor of Law(LL.B) 3 years	BSC 001	Nursing

*** Guidelines to filling this form**

- 1. All relevant documents supporting the application must be attached.
- 2. Supply all documentation in English. If your transcripts and/ or reference are not in English, official and independent translations which bear the signature/ stamp of the translator must be sent.
- 3. Attach two endorsed passport photographs to your application.
- 4. Check that all relevant portions of the form have been filled.
- 5. Please retain a copy of your entire application.

<p>Agency Stamp(if any)</p>
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