



Application Form

For Office Use Only

Application Fee:

Receipt No.:

Date:

Received:

Sign:.....

Personal Details (As it appears on your passport / driver's license or other official ID)

Family Name: _____ Previous Name: _____

First Name: _____ Date of Birth: (DD/MM/YY) _____

Middle Name(s): _____ Gender: Male Female

Title: (Mr/Mrs etc) _____

Permanent Address: _____ Correspondence Address: (If different from permanent)

Country: _____ Country: _____

Tel No.: _____ Mobile: _____

Email: _____

Course(s) Applied For (Indicate Preferred Choice)

First Choice (Programme Title): _____

Level of Study: Undergraduate Postgraduate

Mode of Study: Full Time Part Time Other: (Specify) _____

Intake Year: _____ Month: Jan Sept

Preferred Campus: City Campus Abuakwa Campus

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Level of Study: Undergraduate Postgraduate

Mode of Study: Full Time Part Time Other: (Specify) _____

Intake Year: _____ Month: Jan Sept

Preferred Campus: City Campus Abuakwa Campus

Disabilities / Special Needs

The University College encourages you to disclose any disability / medical condition which could disadvantage your ability to study. All offers are made on academic grounds only and the information you submit will be used to help Ghana Baptist University College provide appropriate support. Please tick all that apply

No Disability 0

Wheel Chair User / Mobility Issues 1

Other disability not listed here

Please detail other disability or additional support needs:

Information

Please provide information relating to your nationality and residence. Attach copies of any pertinent Home Office documentation. Further information may be requested.

Nationality (as a pa

Fee Payment

how intend to pay your tuition fees. Applicants may be asked to supply details of their financial position and their provision for the payment of fees.

Who will pay Self-Funded: Yes

fees? Employer (please

_____ sly studied at Ghana Baptist , please enter Student ID:

Please enter your highest level of education, eg SSCE / WASSCE /Dip / HND / Bsc : _____

If award was taken in Ghana ent

se enter name and country: _____

Academic Qualifications

Please list all qualification in chronological order with the most recent first. Provide copies of certificates and transcripts where appropriate. If not accompanying this form, please ensure any documentation is submitted to the Admissions Office, clearly stating the programme you are applying for.

Note: Printouts from self-service/web portal systems will not be accepted. The documentation being submitted must be formally issued by the awarding institution/exam body.

International students must submit documentation both in the original language and as an officially endorsed English language translation.

Qualifications Pending				
Award Type & Subject	Award Date	Grade (including Predicted)	Institution & Address	Dates From - To

Qualifications Achieved Including Professional Qualifications				
Award Type & Subject	Award Date	Grade Achieved	Institution & Address	Dates From - To

Employment And Work Experience (Most recent first)

Employer's Name & Address	Role & Brief Description of Duties	FT or PT	Dates Employed

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In an effort to help the University College reduce the risk of harm or injury to their staff and students caused by the criminal behaviour of other students we must know about any relevant criminal convictions an applicant has.

In this matter relevant criminal convictions are deemed only to be those convictions for offences against a person, whether of a violent or sexual nature and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking.

Do you have a relevant unspent crimin

Yes No

Applicants who have a previous conviction will not be automatically excluded from the application process. However, if you have ticked Yes, please disclose details of your offence and conviction, including dates and courts convicted at. This information should be submitted along with your application form in a separate sealed envelope, clearly marked confidential with your name and date of birth on it. Any information disclosed will be handled and disposed of securely by the University College in compliance with the Criminal Records Bureau Act, the Data Protection Act and other relevant legislation.

If you are convicted of a relevant criminal offence after your application has been submitted, you must notify us. The University College may request further disclosure from you and your offence may affect your application.

References

Postgraduate applications please submit a single academic reference. For Undergraduate applications please submit two references. The first reference should be academic and the second character reference can be from an employer or other source. Any reference received must be signed and on headed paper.

When submitting this form, references should be submitted along with completed overshets, on letter headed paper or otherwise officially endorsed.

References from friends and family

First Referee

Second Referee

Relationship

Position

email address not acceptable

Checklist

Before submitting this application form, please ensure that all sections of the form have been completed and where appropriate the following items have been attached. Failure to include these items may slow the processing of your application. Do not send original documentation at this stage. The University College will not normally return documentation submitted and will not be held liable for original documentation which is lost or damaged in any manner. Please be prepared to present original copies of all documentation to the university at enrolment for verification.

- Copies of all academic documentation including transcripts, certificates etc.
- Personal Statement
- References as applicable
- Photocopies of passport to include photograph and personal detail pages
- Resume / Curriculum Vitae if applicable

Declaration

Any statements on this form which prove to be untrue or purposely misleading will render the application void. Furthermore if inaccuracies are highlighted at a later stage we retain the right to retract any offer made or expel the student with no refund of fees.

I confirm that the information given on this form is true, complete and accurate. No information requested or other material has been omitted. I consent to the storage and processing of this data by Ghana Baptist University College under the provision of Data Protection Act.

The Admissions Office
Ghana Baptist University

Tel: +233 (0) 32 2080 195

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P.M.B
Amakom - Kumasi
Ghana

Email: info@gbuc.edu.gh

Web: www.gbuc.edu.gh

Please indicate how you heard about Ghana Baptist University:

- | | | |
|--|--|--|
| <input type="checkbox"/> GBUC Website | <input type="checkbox"/> Newspaper/Magazine | <input type="checkbox"/> Social Networking Site |
| <input type="checkbox"/> GBUC Open day | <input type="checkbox"/> Careers Advisor/Tutor | <input type="checkbox"/> Student/Alumni |
| <input type="checkbox"/> Main Campus | <input type="checkbox"/> Friend/Family | <input type="checkbox"/> GBUC Education Fair |
| <input type="checkbox"/> Google | | <input type="checkbox"/> Other: (please specify) |

Lined writing area with 25 horizontal lines.