



**GARDEN CITY UNIVERSITY COLLEGE
APPLICATION FOR ADMISSION TO FIRST DEGREE PROGRAMS
TO BE COMPLETED AND RETURNED TO
SENIOR ASSISTANT REGISTRAR
GARDEN CITY UNIVERSITY COLLEGE
KUMASI – GHANA**

NOT LATER THAN: _____ **WITH THE FOLLOWING ENCLOSURES:**
(Please call: 051 – 73927 or 027 – 7409890 to confirm closing date).

- i. Application fee of GH¢ 40.00 Applicants outside Ghana and Non-Ghanaians are required to pay US \$75.00 or its equivalent in International Money Order.
- ii. Certified photocopies of result slips or certificates. Original result slips or certificates must be presented for sighting at registration.
- iii. Four recent passport-sized photographs. (One of the photographs should be endorsed. See Declaration on page 4. Names should be written on back of remaining photographs).

AFFIX
PASSPORT-
SIZED
PHOTOGRAPH
HERE

1. NAME *(Mr./Mrs./Miss.) *Strike out whichever is not applicable.*

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SURNAME

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OTHER NAMES

(Names must correspond exactly with those used for all examinations taken. Provide legal proof for any change in name).

2. Sex (1 – Male 2 – Female)

3a. Date of Birth

d	d	m	m	y	y

 3b. Place of Birth:.....

4a. Nationality:..... 4c. Region / Country:.....

4b. Home Town:..... 5b. Number of Children:

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5a. Marital Status: (1 – Single 2 – Married)..... 6b. Denomination:.....

6a. Religion:.....

7. Address to which communication in connection with this application should be sent:
.....

8a. Permanent Home Address (Residence)
..... 8b. Tel. Number.....

9. Are you physically disabled or do you suffer any form of handicap? Yes / No. If Yes, specify
.....

FOR OFFICIAL USE ONLY

Application Fee:.....	Qualifications vetted by:.....			
Receipt No.:.....	Date:..... Subjects offered by the Board			
I.D. Number:.....	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 30px; height: 20px;"></td><td style="width: 30px; height: 20px;"></td><td style="width: 30px; height: 20px;"></td></tr></table>			

10a. EDUCATION

Secondary School(s) and Training College(s) attended with dates:

Name of School / College & Location	Attendance Dates		Particulars of offices held and athletics or other activities at school
	From	To	
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10b. Mode of application (tick):

1. 'A' Levels 2. SSSCE 3. Diploma 4. Mature 5. Other Specify.....

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11a. Examination details (W.A.E.C./G.C.E.)

LEVEL	SSSCE/WASSCE			ORDINARY			ADVANCED		
	First	Second	Third	First	Second	Third	First	Second	Third
Attempts									
Month & Year									
Index No.									

11b. Indicates SSSCE; 'O' and 'A' Level grades obtained in each attempt in their respective columns:

SUBJECTS	SSSCE GRADES			'O' LEVEL GRADES			'A' LEVEL GRADES		
	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd

11c. Examinations (Other than WAEC) passed, taken or to be taken
(Enter all Examinations taken in different years with dates).

TYPE	DATE OF EXAMINATION	GRADE(S)

**12. PROGRAM REFERENCES:
 BACHELOR OF SCIENCE PROGRAMS**

Refer to program codes listed below and indicate preferences for the degree program(s) for which you wish to be admitted.

- | | | | |
|----|---|----|----------------------------------|
| 01 | B.Sc. (Finance and Entrepreneurship Development) | 02 | B.Sc. (Economics and Statistics) |
| 03 | B.Sc. (Accounting with Computing) | 04 | B.Sc. (Computer Science) |
| 05 | Diploma (Network Security and Information Assurance Option) | | |

BACHELOR OF BUSINESS ADMINISTRATION PROGRAMS

- | | | | |
|----|----------------------------------|----|------------------|
| 06 | BBA (Banking and Finance) | 07 | BBA (Accounting) |
| 08 | BBA (Human Resource Development) | 09 | BBA (Management) |
| 10 | BBA (Marketing) | | |

Indicate program preferences by placing the appropriate code in the boxes provided below:

1 ST	2 ND	3 RD
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. Full particulars of past and present employment with dates:

INSTITUTION	POSITION	DATES

14. Indicate how you will finance your study at the University College.

- i. Self ii. SLT Loan iii. Study Leave with Loan
- iv. Other Specify.....

Note: The University College does not give financial assistance to students accepted for its programs. All applicants are required to pay fees in full at registration.

15. (a) Name of Parents or Guardian:.....
- (b) Relationship of Candidate:.....
- (c) Address of Parents or Guardian:.....
- (d) Emergency Contact No.:.....
- (e) Occupation of Parent or Guardian:.....

16. Indicate the session you will like to join by ticking the appropriate box

- (i) Regular School (ii) Weekend School

17. If you have ever been admitted to any other University institution, you must supply the following information:

Name of University:.....

Year of Admission:.....

Program of Study:.....

Last Year in University:.....

Reasons for Leaving:.....

IMPORTANT: AN APPLICANT WHO MAKES A FALSE STATEMENT OR WITHHOLD RELEVANT INFORMATION MAY BE REFUSED ADMISSION. IF HE HAS ALREADY COME INTO THE UNIVERSITY COLLEGE, HE WILL BE WITHDRAWN.

Date:.....

Signature of Applicant:.....

DECLARATION

This declaration should be signed by someone of high repute who should also endorse one of the passport-sized photographs on the reverse side. This person should be a Senior Public Servant or person belonging to the learned professions (e.g. a clergyman, lawyer, medical practitioner etc.). For candidates who took their examinations in schools, this declaration should be signed by the Headmaster/Principal of their school.

The application will not be valid if this declaration is not signed.

I certify that the photograph endorsed by me is the true likeness of the applicant.

Mr./Miss/Mrs.:..... who is personally known to me.

I have inspected his/her certificates and I am satisfied that the names on them conform to those by which to the best of my knowledge he/she is officially known.

Date:.....

Signature:.....

Name:.....

Telephone:.....

Status:.....

Address:.....

.....

Note: All copies of documents submitted in connection with this application become the property of this University College.