

## IMPORTANT

**THE REGISTRAR**  
**Zenith University College**  
**P. O. Box TF 511**  
**Trade Fair, La, Accra.**

- i. Certified photocopies of result slips or certificates.
- ii. Four stamped self-addressed foolscap envelope
- iii. Three recent passport-sized photographs (One of the photographs should be endorsed by the same person who makes the declaration at the end of this application. Names should be written on the back of the remaining photographs.)
- iv. Confirmation of results from **WAEC** or relevant awarding/examining body (ies).

Affix one of the two unendorsed passport-sized photographs here and clip the endorsed one on the second form

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

[illegible][illegible]

d. Date of Birth

d	d	m	m	y	y	y	y

e. Place of Birth .....

- f. Nationality ..... g. Hometown.....
- h. Region..... i. Country.....
- j. Marital Status: Single ☐ k. Religion.....  
 Married ☐
- l. Permanent Home Address (Residence include house number) .....  
 .....
- m. Communicating Address: (Address to which communication in connection with this application should be sent)
- (1) Postal Address.....  
 .....
- (2) Tel. No..... (3) Mobile .....
- (4) Email .....
- n. Physical Ability: **(Information will be treated as confidential)**
- Are you physically disabled or do you suffer any form of handicap? Yes ☐ No ☐
- If Yes, please state the level of intensity and complexity .....  
 .....

**2. EDUCATIONAL LEVEL** (Indicate type of qualification you are using to seek admission)

- a. ☐ SSS b. ☐ 'O' Levels c. ☐ 'A' Levels
- d. ☐ HND e. ☐ ABE Certificate ☐ ABE Diploma ☐ ABE Advanced Diploma
- f. ☐ Degree g. ☐ Other Certificates and Diplomas (please state) .....  
 .....  
 .....

### 3. EDUCATION DETAILS

(Indicate details of secondary school(s), training college(s) polytechnic(s) and university (ies) attended)

Name of Institution & Location	Attendance Dates		Offices held & athletic or other activities at school
	From	To	

### 4. EXAMINATION DETAILS

(a) Indicate 'A' level grades obtained in each attempt in their respective columns

SUBJECT	1 <sup>st</sup> Attempt	2 <sup>nd</sup> Attempt	3 <sup>rd</sup> Attempt
	Month: Year: Index No.	Month: Year: Index No.	Month: Year: Index No.
	GRADE	GRADE	GRADE

(b) Indicate 'O' level grades obtained in each attempt in their respective columns

SUBJECT	1 <sup>st</sup> Attempt	2 <sup>nd</sup> Attempt	3 <sup>rd</sup> Attempt
	Month: Year: Index No.	Month: Year: Index No.	Month: Year: Index No.
	GRADE	GRADE	GRADE

(c) Indicate **SSS/WASSCE** grades obtained in each attempt in their respective columns.

(d) Details of Qualifications at the Tertiary Level.

**Note:** Add copies of all certificates. Official transcripts will be required from your previous University, College or Institution. These have to be provided directly by your former University or College authorities. Photocopies of certificates or result slips will not be substitutes for the transcripts.

# ENGLISH LANGUAGE PROFICIENCY

Have you passed a test of proficiency in English Language? Yes ☐ No ☐

If yes, indicate which level. 1. O/Level ☐ 2. SSCE/ WASSCE ☐ 3. **Other (Please specify)** .....

## 5. COURSE PREFERENCE

Refer to courses below and indicate preference for the course you wish to be admitted into:

**Courses:** Bachelor of Laws (LLB)

☐

Diploma in Law

☐

## 6. EMPLOYMENT

Full particulars of past and present employment with dates

Institution	Position	Dates

**7. SOURCE OF FINANCE** Indicate how you will finance your study at the College (Tick appropriate box)

a. ☐ Self

b. ☐ Guardian

c. ☐ Corporate Sponsorship

d. ☐ Other Specify.....

### Note:

- Fees are to be paid in full on registration at the beginning of every semester.
- Fee paid are non –refundable once a programme is started. Please refer to Prospectus for other terms and conditions of admission.

## 8. PARTICULARS OF PARENT/GUARDIAN/SPONSOR

a. Name of Parent/Guardian or Sponsor.....

b. Relationship to Parent/Guardian or Sponsor .....

c. Occupation of Parent/Guardian or Sponsor .....

d. Address of Parent/Guardian or Sponsor

(1)Postal Address .....

.....

(2)Tel. No.....

(3) Mobile No .....

(4) Email .....

## 9. PREVIOUS ADMISSION DETAILS

If you have ever been admitted to this College, you must supply the following information

Year of Admission	Course of Study	Last Year in College	Reasons for leaving

## 10. STUDY OPTION

OPTION	DAYS	TIME(TICK)	TICK
Day	Monday – Friday	8:30 am – 3:30 pm	
Evening	Monday – Friday	5:30 pm – 8:30 pm	
Weekend	Friday	5:30 pm – 8:30 pm	
	Saturday	8:30am – 6:30pm	

## 11. HOW DID YOU HEAR ABOUT ZENITH UNIVERSITY COLLEGE?(Please tick)

- a. Newspaper ☐      b. Radio ☐
- c. Television ☐      d. Website ☐
- e. School ☐      f. Former/current student ☐
- g. Friends/family ☐      h. Other (Please specify).....

## This image shows a full page of white paper with horizontal dashed lines. The lines are evenly spaced and run across the entire width of the page, providing a guide for handwriting practice. There are no margins, text, or other markings on the page.

## 12. APPLICANT'S SIGNATURE

Signature of applicant.....

Date.....

## 13. 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 belonging to the learned professions (e.g. a clergyman, lawyer, medical practitioner etc.). 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./Ms/Mrs./ Dr/ Rev..... 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.

Signature.....

Name.....

Status.....

Address.....

## **PLEASE NOTE: ALL CANDIDATES WILL BE INTERVIEWED**

### **IMPORTANT**

**AN APPLICANT WHO MAKES A FALSE STATEMENT OR WITHHOLDS RELEVANT INFORMATION MAY BE REFUSED ADMISSION. IF HE HAS ALREADY COME INTO THE COLLEGE, HE MAY BE ASKED TO WITHDRAW.**

FOR OFFICE USE ONLY	
Application Fee	Qualification vetted by
Receipt No.....	Name .....
Date.....	Status.....
	Signature.....
	Date.....