

WOMEN'S UNIVERSITY IN AFRICA



No. WUA/20/

POSTGRADUATE ADMISSION APPLICATION FORM

NB: First read the NOTES in Section 5 and then complete all sections of the form but DO NOT write in the boxes which are for official use only. Print this document clearly in block letters in the blank boxes and on the dotted lines as required.

NB: PAYMENT CAN BE MADE AT THE BANK.

NAME OF DEGREE PROGRAMME

HOW DID YOU KNOW ABOUT WOMEN'S UNIVERSITY IN AFRICA?

Newspaper **Television** **Friends** **Other**

1.0 PERSONAL DETAILS

1.1 SURNAME (S)

1.2 TITLE: MR/MRS/MS/DR/MISS/REV/SR.....

1.3 FORENAME (S)

1.4 DATE OF BIRTH e.g. Day (20) Month (01) Year (1952)

D	D	M	M	Y	Y	Y	Y

1.5 MARITAL STATUS e.g. Married (M); Single (S) Divorced (D); Widowed (W)

1.6 PREVIOUS SURNAME (if any)

1.7 PLACE OF BIRTH

1.8 SEX: Male (M); Female (F)

1.9 NATIONAL ID NUMBER (Attach certified copy of ID)

1.10 NATIONALITY

1.11 RELIGION

1.12 ARE YOU A PERMANENT RESIDENT OF ZIMBABWE? Yes (Y); No (N)

IF 'NO' WHAT PERMIT DO YOU HOLD, IF ANY? (Attach certified copy)

1.13 CITIZENSHIP

1.14 PERIOD/YEARS OF RESIDENCE IN ZIMBABWE

FOR OFFICIAL USE ONLY

Receipt	<input type="checkbox"/>	Receipt
Birth	<input type="checkbox"/>	Sought
Marriage	<input type="checkbox"/>	Transcript
University	<input type="checkbox"/>	Payment confirmation
Other (Specify)		Receipt no
		Date

2.0 Contact Details

2.1 Permanent (Home)

2.2 Contact

2.3 Tele/cell phone numbers

Home													
Business													
Cell													

E-mail -----

3.0 Qualifications

3.1 Diplomas or other qualifications held (e.g CIS, IMM etc)

Date	Institution	Level	Programme	Result/class

3.2 University Studies (First Degree)

3.2.1 Degree Programme -----

3.2.2 Date of Award -----

3.2.3 Class/Division -----

3.2.4 Awarding University/Institution -----

3.3 University Studies (Second Degree)

3.3.1 Degree Programme -----

3.3.2 Date of Award -----

3.3.3 Class/Division -----

3.3.4 Awarding University/Institution -----

4.0 FINANCING YOUR STUDIES

4.1 Applicants must ensure that they have the necessary finance to pay the full fees on registration day. No students will be allowed to register at the University unless they have the necessary fees.

4.2 Sponsorship

4.2.1 Self financing Students

Name & Address of Present Employer -----

Duration of employment -----

Current Salary ----- *(Please Attach Payslip)*

4.2.2 Sponsored students

Name and address of sponsor/guardian -----

Full sponsorship/Partial Sponsorship *(Delete Inapplicable)* If Partial Sponsorship State Amount

(Please attach letter of sponsorship)

4.3 ARE YOU A WUA STAFF DEPENDANT? YES NO

4.4 ARE YOU A WUA STAFF MEMBER? YES NO

5.0 Employment/work experience

5.1 Employment Record

From	To	Occupation Position	Name and Address of employer

5.4 NAME AND ADDRESS OF TWO REFEREES

1. ----- 2. -----

6.0 Regulation

6.1 The registration governing the programme of WUA stipulates that to qualify for admission to the programme an applicant must normally have successfully completed a first undergraduate degree in any discipline from this or another recognized university or have obtained such professional qualification deemed equivalent to a first degree by the MBA Admission Committee. This is due to limited number of places in the programme.

6.2 Personal Statement
The Admission Committee considers an applicant’s personal statement to be the centre to the application for admission. Using the guideline below prepare a typed statement which reflects accurately the basis for your decision to undertake the chosen postgraduate degree.

- Discuss the principal elements of your educational and working experience to date relating your work background to your career objectives.
- You should explain what role your experience has had in developing your career plans.
- Recommended length: not more than 1000 words

You may wish to comment on the following:

- Your most significant experience or achievement to date.
- Your long term objectives and your expectations on the chosen programme in fulfilling these objectives.
- Where do you see yourself 5 years from now?
- Any other information you consider relevant to your application to the programme.
- Self reports

7.0 Declaration

I wish to be considered for enrolment in the indicated programme at the Women's University in Africa. I declare that the information supplied on the form is correct and complete. I understand the University reserves the right to vary or increase any decision based on correct or incomplete information.

Signature of applicant **Date**

8.0 NOTES TO ALL APPLICANTS

- All applicants must complete all sections of the application form carefully and legibly. If the University discovers that any information submitted by the applicant is false, the University will reject that application and may refer the matter for legal action.
- All applicants must endorse this form, indicating that they have understood these notes given below and that they agree to their application being considered under the conditions outlined.
- Applicants should submit this form to:- **The Admissions Office, Women's University in Africa, 549 Arcturus Road, Manressa, Harare.**
- All applicants **MUST** submit with this form, certified photocopies (not originals) of all qualifications/certificates referred to in the application form, including birth certificate and National Identify Document. The copies of the certificates must be verified by a Commissioner of Oaths or Head/Principal of the institution at which the examinations were taken.